

HERRIN COMMUNITY UNIT SCHOOL DISTRICT NO. 4
HERRIN, IL
REQUEST FOR WAIVER OF SCHOOL FEES
2020-2021

Dear Patron:

The attached Fee Waiver Application Form is provided for families who cannot afford to pay school fees. If you believe that your family income is at or less than the income guidelines below, complete the necessary information on the application form and RETURN IT TO THE PRINCIPAL OF THE SCHOOL IN WHICH YOUR YOUNGEST CHILD IS ENROLLED. Please list each school age child in your family on one application form.

SCHOOL DISTRICT POLICY ON FEE WAIVERS:

Herrin Community Unit School District No. 4 shall waive all fees assessed and payable to the district for instructional and extracurricular activities, for students whose parents are unable to afford them. The term “school fees” means any fee assessed by the school district on the parents of a student enrolled therein as a prerequisite for the student’s participation in any curricular or extracurricular program of the school or school district. A school or school district does not impose a “fee” when it requires that a student provide his or her own ordinary supplies or materials (e.g., pencil, paper, notebooks), which are necessary to participate in any curricular or extracurricular program. Costs of materials and parts to fabricate or repair property that shall be retained by the student shall not be considered as a school fee. Parents or guardians of eligible students may obtain the appropriate applications from the principal at each attendance center during regular school hours. Parents who are denied a waiver will receive a copy of the appeal procedures to request a review hearing of the reason(s) to deny.

All information given to establish eligibility for the waiver of school fees will remain confidential, but may be verified by school officials. Deliberate misrepresentation of this information may subject the provider to prosecution under applicable state and federal laws.

ELIGIBILITY STANDARDS

1. For 2020-2021, the eligibility standards for any family are:

<u>Household</u>	<u>Income Guidelines for Reduced Fee Waiver</u>		
<u>Size</u>	<u>Year</u>	<u>Month</u>	<u>Week</u>
1 person	\$23,606	\$1,968	\$454
2 persons	31,894	2,658	614
3 persons	40,182	3,349	773
4 persons	48,470	4,040	933
5 persons	56,758	4,730	1,092
6 persons	65,046	5,421	1,251
7 persons	73,334	6,112	1,411
8 persons	81,622	6,802	1,570
each additional person	+ 8,288	+ 691	+ 160

2. Or, the family is able to establish that they cannot afford the fees.

INSTRUCTIONS: Return the completed form to the Principal of the school at which your youngest child is enrolled. A copy of the application will be returned to you to show approval/denial for each child named on the application within 30 days.

LIST OF SCHOOL FEES

2020-2021

The Illinois State Board of Education has developed guidelines that provide examples of monetary charges which are and are not considered to be “school fees” for the purpose of this policy. The following is a partial listing of those charges which are considered as “school fees” subject to waiver upon approval of applications which meet all criteria:

School Fees:

- Student instructional materials fee
- Shop and laboratory fees
- Locker fee
- Required field trips
- Athletic uniforms and equipment
- Band uniforms and equipment
- Supplemental workbooks
- Diplomas and Certificates of Promotion
- Lock rental fees or deposits
- Athletic Competition Fees
- Academic Competition Fees

The following is a partial listing of those charges which are not considered as “school fees” and are not subject to waiver under this policy:

Other Charges, not School Fees:

- Unpaid Lunch charges not covered by the Free/Reduced meal plan
- Ordinary school supplies or materials; pens, pencils, paper, notebooks, etc.
- Charges for loss, misuse or destruction of school property
- Charges for personal items; class rings, yearbooks, pictures
- Charges for diploma covers
- Library fines
- Charges for optional travel or field trips not required by school
- Admission fees to dances, games, concerts or other social events
- Student accident insurance
- Charges for “treats or refreshments”
- Charges to cover the cost of materials and/or parts to fabricate or repair property to be retained by the student
- After-school child care

