

Bement Community Unit School District #5

Superintendent of Schools
201 S. Champaign
Bement, IL 61813
(217) 678-4200 Ext. 3

Bement Grade-Middle School
201 S. Champaign
Bement, IL 61813
(217) 678-4200 Ext. 2

Bement High School
201 S. Champaign
Bement, IL 61813
(217) 678-4200 Ext. 1

Waiver of Students Fees

Dear Parents,

The School Board may establish fees and charges to fund certain school activities. School fees may include, but are not limited to: required textbooks and instructional materials; charges for uniforms or equipment; charges to participate in extracurricular activities; charges for supplies of particular classes; graduation fees; school record fees; and driver's education fees.

The Board recognizes that some students will be unable to pay these fees. However, students shall not be denied educational services or academic credit due to the inability or unwillingness of parent(s) or guardian(s) to pay fees and charges.

Students whose parents are unable to afford student fees may receive a waiver of the fees. However, these students are not exempt from charges for lost and damaged books, materials, supplies and equipment.

Applications for fee waivers may be submitted by a parent/guardian of a student who has been assessed a fee on an application form available from the Building Principal.

A student shall be eligible for waiver of a fee when at least one of the following prerequisites are met:

1. The student is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families with Dependent Children).
2. The student is currently eligible for Free or Reduced Price Meals pursuant to Ill. Rev. Stat., ch. 122, para. 712.1 et seq.

Additional consideration for fee waiver will be given by the Building Principal where the following factors are present:

1. Illness in the family;
2. Unusual expenses such as fire, flood, storm damage, etc.;
3. Seasonal unemployment;
4. Emergency situations.

The parent or guardian shall submit written evidence of eligibility for waiver of the student's fee. A separate application form shall be submitted for each fee assessed to each student.

The Building Principal will notify the parent(s) or guardians(s) within thirty (30) calendar days as to whether the fee waiver request has been granted or denied. A denied request shall state the reason for denial and give information regarding an appeal process, including timelines.

A Building Principal's denial of a fee waiver request may be appealed to the Superintendent by submitting the appeal in writing to the Superintendent or his designee within fourteen (14) calendar days of the denial. An appeal shall be decided within thirty (30) calendar days of the parents' or guardians' request for an appeal. The Superintendent will notify the parent(s) or guardian(s) in writing of his or her decision. A denied request shall state the reason.

No fee shall be collected from any parent or guardian who is seeking a fee waiver in accordance with this policy until the Building Principal has acted or the Superintendent has acted on an appeal, if any, and the parent(s) or guardian(s) have been notified.

Questions regarding the fee waiver request process should be addressed to the Building Principal's office.

Sincerely,

Sheila Greenwood
Superintendent of Schools