

**To:** Dr. Charles Johns Board of Education

From: Dr. R.J. Gravel

Date: Monday, April 25, 2022

**Re:** Student Fees for the 2022-23 School Year

#### Recommendation

It is recommended that the Board of Education approve student fees for the 2022-23 school year as presented.

## **Background**

In accordance with Board Policy 4040, the Board of Education is presented each year with a list of recommended student fees for approval. Several of the fees indicated with a yellow cell were reviewed in detail by the Board of Education and/or the Finance Committee previously, and are summarized in the tables that follow.

#### General Fees

Total per Student

All students attending Glenbrook High Schools, or receiving educational services through the school district are assessed three general fees. As a reminder, beginning with the 2021-22 school year, all required instructional materials will be provided to all students, and parents will no longer purchase instructional materials such as textbooks.

		Proposed			
	2018-19	2019-20	2020-21	2021-22	2022-23
Chromebook Fee	\$100.00 3 Years*				
Instructional Materials Fee				\$184.00	\$155.00
Registration Fee	\$25.50	\$25.50	\$25.50	\$25.50	\$25.50

<sup>\*</sup> Due to lower purchase costs for the Chromebook starting with the 2018-19 school year, the fee will only be assessed for (3) years as opposed to (4) years.

\$125.50

\$125.50

\$125.50

Student fee balances must be paid in full each year, regardless of whether a student attends Glenbrook High Schools on campus, or is part of a district placement arrangement.

\$309.50

\$280.50

## **User Fees**

Additional fees are assessed to students and families that utilize optional services made available to students. These fees are deposited into District revenue accounts and used for the purpose designated. The user fees are calculated based on the total amount of estimated expenses.

		Proposed			
	2018-19	2019-20	2020-21	2021-22	2022-23
Driver Education Behind the Wheel	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00
Instrument Rental	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Parking Fee	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
Transportation Fee (Regular) Individual Rate	\$775.00	\$800.00	\$900.00	\$930.00	\$970.00
Transportation Fee (Regular) Sibling Rate	\$387.50	\$400.00	\$450.00	\$465.00	\$485.00
Transportation Fee (Late - 20%) Individual Rate	\$930.00				
Transportation Fee (Late - 20%) Sibling Rate	\$465.00				
PE Uniform Rental*	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
Chromebook or Calculator Rental					\$1.00

<sup>\* \$0.50</sup> for a t-shirt and \$0.50 for shorts.

## **Preschool Tuition**

Fees are assessed twice a year for each child. Children enrolled in Glenbrook's program benefit from a 2-hour laboratory preschool experience supervised by a full-time instructional assistant, with the assistance and support of students enrolled in child development courses.

	Historical				Proposed
	2018-19	2019-20	2020-21	2021-22	2022-23
Preschool Tuition (5 Days / Week) Per Semester	\$800.00	\$800.00	\$900.00	\$900.00	\$975.00

#### Financial Fees

The Board of Education has historically approved two financial fees to be charged on an as-needed basis.

#### Credit Card Convenience Fee

Unless the processing system does not permit such an arrangement, the credit card convenience fee will be assessed for all credit card transactions that are processed in person or online. Beginning with the 2017-18 school year, the Board of Education determined that any credit card processing expenses would be passed on to consumers choosing to use a credit card. As a result of not incurring credit card processing expenses, we have been able to keep student fees as low as possible for our families.

## Non-Sufficient Funds (NSF) Check Fee

The non-sufficient funds (NSF) check fee is assessed to a student account in the event that a check provided has been returned back our bank due to insufficient funds. Only the amount that is charged by the bank will be passed on to a student.

		Proposed			
	2018-19	2019-20	2020-21	2021-22	2022-23
Credit Card Convenience Fee Online Transactions	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment	\$2.85 per \$100.00 Increment	\$2.85 per \$100.00 Increment
Credit Card Surcharge Fee In-Person Transactions *	3.2% + \$0.20	3.2% + \$0.20	3.2% + \$0.20	3.45% + \$0.20	3.45% + \$0.20
NSF Check Fee	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00

<sup>\*</sup> Due to bank agreements with MasterCard and Visa, credit card processing expenses passed-on to consumers for in-person transactions must be calculated on a percentage basis, as opposed to a flat-fee.

# Instructional Materials Fee Calculation 2022-23 School Year

					Per Student	
	Item Sub Category	Notes	Total Cost	Cost	Cost by Category	% of Cost by Category
	Novels Budget for English Courses	In lieu of pre-purchasing all novels for English courses prior to the beginning of the school year, the English departments will select tiles (from pre-approved options) throughout the year, and will distribute to students.	\$152,790.00	\$30.00	\$66.26	42.93%
	Paperbacks	Paperback novels used in Social Studies, World Languages and Special Education courses. Additionally, the cost at least the first novel for most English courses is included in this figure.	\$184,665.13	\$36.26		
Not Returnable	Workbooks		\$75,724.54	\$14.87	\$19.89	12.89%
	Course Packets and Other Print Shop-Created Materials		\$6,474.58	\$1.27		
	Pre-Packaged Kits and Supplies for Courses		\$19,091.87	\$3.75		
	1-Year Digital Textbook License		\$218,036.23	\$42.81	\$65.50	42.44%
	Multi-Year Digital Textbook License for a New Adoption	Full Purchase Price	\$115,578.58	\$22.69		
			\$772,360.93	\$151.65	98.26%	
Returnable	Year 1 of a Textbook for a New Adoption	Full Purchase Price	\$13,651.00	\$2.68	\$2.68	1.74%
•			\$13,651.00	\$2.68	1.74%	
		Total Cost for Non-Returnable and Returnable Items	\$786,011.93		, •	•
		Projected Student Enrollment for 2022-23	5,093			
		Calculated Cost Per Student	\$154.33		100.00%	
		Cost Per Student	\$154.33			
		Rounded Fee	<b>\$155.00</b>			

## Bus Pass Fee Calculation Student To/From School Transportation - 2021-22 School Year

		Number of Runs	Blended Per Run Rate	Daily Cost	Annual Cost (178 Days)
	AM To/From School Routes	23	\$121.45	\$2,793.35	\$497,216.30
Purchased Services	PM To/From School Routes	23	\$121.45	\$2,793.35	\$497,216.30
	Late Activity To/From School Routes	7	\$121.45	\$850.15	\$151,326.70
				\$6,436.85	\$1,145,759.30
	Estimated Total Number of Riders			÷	1,000
<b>Bus Pass Cost</b>	Calculated Cost Per Rider (Total Expense	es / Estimated N	Tumber of Riders	=	\$1,145.76
Per Rider	Subsidy Per Rider to Minimize Impact to	Households		-	\$215.76
	Cost Per Rider			=	\$930.00
				Per Day Rate	\$5.22
			P	er Ride Rate	\$2.61

## Student To/From School Transportation - 2022-23 School Year

		Number of Runs	Blended Per Run Rate	Daily Cost	Annual Cost (178 Days)
Purchased Services	AM To/From School Routes	23	\$125.09	\$2,877.07	\$512,118.46
	PM To/From School Routes	23	\$125.09	\$2,877.07	\$512,118.46
	Late Activity To/From School Routes	7	\$125.09	\$875.63	\$155,862.14
			_	\$6,629.77	\$1,180,099.06
	Estimated Total Number of Riders			÷	1,000
	Calculated Cost Per Rider (Total Expense	=	\$1,180.10		
	Subsidy Per Rider to Minimize Impact to		-	\$210.10	
	Cost Per Rider	=	\$970.00		

Per Day Rate \$5.45 Per Ride Rate \$2.72 Year-over-Year Increase

3.00%

\$34,339.76

	Subsidy Amount	Percent Discount	Cost Per Rider	Total Cost of Subsidy	Per Day Rate
	\$0.00	0.00%	\$1,180.10	\$0.00	\$6.63
Subsidy Options	\$110.10	9.33%	\$1,070.00	\$110,100.00	\$6.01
	\$210.10	17.80%	\$970.00	\$210,100.00	\$5.45
	\$310.10	26.28%	\$870.00	\$310,100,00	\$4.89