



To: Dr. Mike Riggle
Board of Education

From: Dr. R.J. Gravel

Date: Monday, February 27, 2017

Re: Student Fees for the 2017-2018 School Year

Recommendation

It is recommended that the Board of Education approve student fees for the 2017-2018 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. Please note that in addition to the student fees presented below, students enrolled in specific courses may be assessed additional "course fees" which are reviewed and approved by the school principal on an annual basis.

Several of the fees presented in this document will be reviewed in detail by the Board of Education separately during the meeting, and are simply summarized here. These fees, indicated with a yellow cell, include the Chromebook, parking, and transportation fee.

General Fees

All students attending a Glenbrook High Schools are assessed three general fees: Chromebook fee, materials fee, and towel fee. These fees are deposited into District revenue accounts and used for the purpose designated.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Chromebook Fee	\$25.00	\$110.00	\$110.00	\$110.00	\$100.00
Materials Fee	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
Towel Fee	\$10.50	\$10.50	\$10.50	\$10.50	\$10.50
<i>Total per Student</i>	\$50.50	\$135.50	\$135.50	\$135.50	\$125.50

User Fees

Additional user fees are assessed to students and families upon request. These fees are deposited into District revenue accounts and used for the purpose designated. The majority of our user fees are calculated based on the total amount of estimated expenses for the upcoming school year. Please note that the transportation fees will be updated after the Board has an opportunity to discuss the fee structure for transportation services.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
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	\$285.00	\$285.00	\$300.00	\$300.00	\$300.00
Transportation Fee (Regular)	\$675.00	\$675.00	\$700.00	\$700.00	\$750.00
Transportation Fee (Late)	\$800.00	\$800.00	\$830.00	\$830.00	\$900.00

Preschool Tuition

Historically pre-school tuition fees have been calculated at a rate of \$160.00 per day of enrollment in the program. 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.

During the 2016-2017 school year, there were approximately 29 preschool students enrolled in our programs. The FY2017 budget for preschool totaled \$93,320.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Preschool Tuition (5 Days / Week) Per Semester - GBN	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00
Preschool Tuition (4 Days / Week) Per Semester - GBS	\$640.00	\$640.00	\$640.00	\$640.00	\$640.00
Preschool Tuition (3 Days / Week) Per Semester- GBS	\$480.00	\$480.00	\$480.00	\$480.00	\$480.00

Financial Fees

The Board of Education has historically approved two financial fees to be charged on an as-needed basis. The credit card convenience fee is assessed to all credit card transactions that have been processed online. As of February 1, 2017, the District has absorbed approximately \$27,900 of credit card fees. We estimate the we will pay approximately \$60,000 in credit card fees by the end of the fiscal year. This amount would be approximately \$15,000 higher if a convenience fee was not charged.

At the February 13, 2017 Board of Education meeting, it was requested that the administration review options for collecting a convenience fee for in-person credit card transactions. After consulting with e~Funds for Schools, our primary payment processor, our software is limited in the ability to assess credit card fees for in-person transactions. However, we are presently working with their development team to extend the same convenience fee for purchases processed in-person that is charged online. If this option is not feasible, the Board may choose to no longer accept credit cards for in-person transactions (credit cards would need to be processed online through the PowerSchool/e~Funds payment portal), or to absorb the credit card fees as we do presently. It should be noted that the District currently utilizes an annual purchase card rebate provided through Illinois ASBO's partnership with BMO Harris Bank to defray the costs of processing credit cards online. The rebate received as a result of purchases made during FY2016 was \$20,052.

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. The fee covers actual charges passed-on by the bank.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Credit Card Convenience Fee	\$2.50	\$2.50	\$2.50	\$2.65	\$2.65
NSF Check Fee	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00