

To: Dr. Mike Riggle
Board of Education

From: Dr. R.J. Gravel

Date: Monday, February 26, 2018

Re: Student Fees for the 2018-2019 School Year

Recommendation

It is recommended that the Board of Education approve student fees for the 2018-2019 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. As part of proposed school operating budgets for fiscal year 2018-19, non-tangible course fees (with the exception of Driver Education) will be eliminated. Students will continue to be responsible for tangible course supplies such as textbooks, art kits, and physical education uniforms. Additionally, the District will continue to waive or reduce students fees for students of lower income in accordance with Board Policy 8230.

General Fees

Historically, all enrolled students are assessed three general fees: Chromebook fee, materials fee, and towel fee. General student fees are deposited into a general revenue account, and utilized to support the designated functions as part of the District and school operating budgets.

Over the past several years, there have been a lot of questions received by each school regarding the materials and towel fees. Specifically, parents have expressed confusion regarding the need to pay either fee if their student is enrolled in an educational program outside of their primary school building. Several parents have also inquired in a similar manner regarding the towel fee if there student does not participate in extracurricular athletic programs.

Recognizing that students fees are assessed to all enrolled students, to support the learning environment for all students, the school leadership and special education teams have recommended that the descriptions to refer to the materials and towel fees be updated. After surveying surrounding high school districts, it was identified that many have made this similar transition, including:

- New Trier Township High School District 203 (general fee)
- Maine Township High School District 207 (base fee)
- Township High School District 211 (registration fee)
- Township High School District 214 (registration fee)
- Niles Township High School District 219 (registration fee)

In an effort to provide greater clarity to these fees, it is recommended that the materials and towel fee be combined and referred to as the “registration fee” for the 2018-2019 school year. The Chromebook fee will continue to be assessed separately, given that this fee leads to student ownership of a tangible item.

	Historical				Proposed
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Chromebook Fee	\$110.00	\$110.00	\$110.00	\$100.00	\$100.00
Registration Fee					\$25.50
Materials Fee	\$15.00	\$15.00	\$15.00	\$15.00	
Towel Fee	\$10.50	\$10.50	\$10.50	\$10.50	
<i>Total per Student</i>	\$135.50	\$135.50	\$135.50	\$125.50	\$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 fee proposed represents an increase that corresponds to a 3% increase in service costs for next fiscal year from our provider. This amount was discussed and recommended by the Finance Committee on February 6, 2018.

	Historical				Proposed
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
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	\$300.00	\$300.00	\$300.00	\$300.00
Transportation Fee (Regular)	\$675.00	\$700.00	\$700.00	\$750.00	\$775.00
Transportation Fee (Late - 20%)	\$800.00	\$830.00	\$830.00	\$900.00	\$930.00

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.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2017-2018	2018-2019
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.

Credit Card Convenience Fee

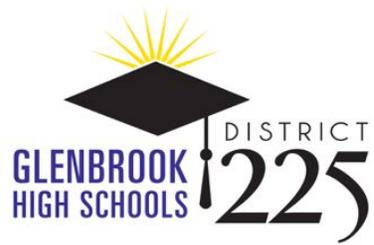
The credit card convenience fee is assessed to all credit card transactions that are processed in-person or online. Beginning with the 2017-2018 school year, the Board of Education determined that any credit card processing expenses would be passed-on to consumers choosing to use a credit card. This transition was communicated to parents prior to the start of the school year, and has resulted in a significant cost savings to the District. 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 charged to a student.

	Historical				Proposed
	2013-2014	2014-2015	2015-2016	2017-2018	2017-2018
Credit Card Convenience Fee Online Transactions	\$2.50	\$2.50	\$2.65	\$2.65 per \$100.00 Increment	\$2.65 per \$100.00 Increment
Credit Card Surcharge Fee In-Person Transactions *				3.2% + \$0.20	3.2% + \$0.20
NSF Check Fee	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00

* 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.



Student Financial Assistance Program - Benefits

Revised: May 2017

Glenbrook High School District 225 offers a student financial assistance program that includes free and reduced price meals, and additional financial support to those eligible. The financial assistance includes two classifications: free and reduced. Students eligible for either of these classifications will receive access to the following benefits in accordance with Board Policy 8230:

Reduced Program

- Lunch and breakfast (if available) at a reduced price
- Loaned textbooks at no cost
- Gym wear at no cost
- Loan of graduation cap and gown at no cost
- Loan of required locker locks at no cost
- General student fees waived (Chromebook, Materials, Towel)
- Course fees waived (including Driver Education)
- AP examination fees waived
- Course field trip fees waived as outlined in Board Policy 7230 with the exception of travel outside adjacent states and any trip that requires an overnight stay
- Student transportation bus pass at 50% of the Board-approved fee for not more than one student

No other items will be provided at Board of Education expense.

Free Program

- All benefits of the reduced program

and

- Lunch and breakfast (if available) at no cost
- Student transportation bus pass at no cost
- Activity Pass at no cost
- Yearbook at no cost
- Summer school tuition at no cost

No other items will be provided at Board of Education expense.