

STUDENT FEES, FINES, AND CHARGES

1. Each classroom teacher shall submit to the building principal a list of the names of those students who, by the end of the second week of school, have not acquired supplemental instructional materials and supplies, excluding textbooks.
2. The building principal shall review each classroom list and shall investigate circumstances and determine those students for whom the school district should provide supplemental instructional materials and supplies on the basis of financial hardship.
3. Any parent who feels that the principal's decision not to provide free workbooks is inappropriate may appeal the decision to the appropriate Chief Academic Officer.
4. The classroom teacher and the building principal shall adopt appropriate procedures to insure the complete confidentiality of all matters relating to and associated with any student's acquisition of supplemental instructional materials and supplies.
5. In cases where a request for declaration of financial hardship is made, the building principal shall apply the procedures as stated above.
6. Building principals shall be expected to exert every reasonable effort to secure the assistance of appropriate community resources to assist that school in providing supplemental instructional materials and supplies, contingent upon the complete anonymity of each student for whom outside assistance might be indirectly secured.

AMENDED: August 4, 2016