



ADMINISTRATIVE PROCEDURE	
<i>Approval Date</i> 2016	<i>Replacing</i> All previous procedures
<i>Review Date</i> 2021	<i>Page</i> 1 of 2
<i>Contact Person/Department</i> Superintendent of Secondary School Improvement and Student Success	<i>Identification</i> ES-5046

FEES FOR LEARNING MATERIALS AND ACTIVITIES

1.0 PURPOSE

Trillium Lakelands District School Board believes that all students are entitled to an education that ensures they achieve their full potential through the equitable and appropriate allocation of funds provided by the Ministry of Education, and further, that enhanced opportunities for all students are made available through shared responsibilities with parents, guardians, and other community resources.

2.0 REFERENCES AND RELATED DOCUMENTS

- 2.1 Education Act, R.S.O. 1990, Reg. 298, s. 25 (1) (2)
- 2.2 Update on fees and fundraising guidelines Memorandum 2012:B11

3.0 TERMS AND DEFINITIONS

- 3.1 Fee – a sum paid or charged

4.0 ADMINISTRATIVE PROCEDURE

4.1 GUIDELINES:

- 4.1.1 The basic cost of materials and activities for a course or program are provided through school operating budgets; therefore, no student is denied enrolment in any course because of an inability to pay.
- 4.1.2 Successful completion of a required course or credit is not dependent on the payment of any course fee by a student.
- 4.1.3 Each school defines/determines the basic materials and activities required for courses.
- 4.1.4 All basic materials essential for the completion of the program are made available by the school at no cost to students.

- 4.1.5 A course fee is only charged for supplies, services or activities that are considered enhancements to the program or course.
- 4.1.6 Fundraising revenues are directed to supplies, services or activities that enhance program opportunities for students.
- 4.1.7 Any charges for supplies, services or activities are to be reviewed annually by the Principal and shared with School Council members.