

# Parent Fee FAQ's

UPDATED SEPTEMBER 2020

# SCHOOL DISTRICT OF WAUKESHA (SDW)

## 2020/21 Student Fee Schedule

### STUDENT REGISTRATION FEES

Pre-K .....	\$25.00
Elementary (5K-5) .....	\$60.00
Secondary 6-8 .....	\$60.00
Secondary 9-12 .....	\$90.00
Technology Application (no proration permitted) .....	\$25.00

### ATHLETIC FEE

<sup>1</sup> Per Athlete .....	\$150.00
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(No limit to the number of sports, No family cap)

### COURSE FEES

In 2017-18 SDW eliminated course fees at the middle school level. Effective with the 2018-19 school year, all future course fees at the high school level have also been eliminated with a few exceptions. Please see the course catalog for additional details.

### FOOD SERVICE FEES

Lunch – Elementary.....	\$2.20 daily
Lunch – Secondary.....	\$2.45 daily
Lunch – Adult.....	\$3.50 daily
Milk – Ala Carte .....	\$.40
Reduced Lunch .....	\$.40
Breakfast – Elementary .....	\$1.25
Breakfast – Secondary .....	\$1.95
Breakfast – Adult.....	\$2.75
Reduced Breakfast.....	\$.30

### MISCELLANEOUS FEES

<sup>2</sup> Student Parking Fee (No Proration Permitted) .....	\$100.00/Semester
Daily Parking Pass .....	\$5.00/Day
<sup>1/2</sup> “Pay to Ride” Transportation Fee .....	\$130/Semester Round Trip
<sup>1/2</sup> (Additional student in family to same site) .....	\$65.00

<sup>1</sup>This fee may be prorated depending on Free/Reduced Lunch status.

<sup>2</sup>Students with prior year(s) outstanding student fee balances may not be issued parking passes, allowed to enroll in eAchieve courses, issued a pay-to-ride agreement or be allowed to participate in High School graduation ceremonies.

**Payment:** Parents will have an option to pay a student's fee(s) online, at registration, or by the first parent conference.

### What does the Book/Material Fee pay for?

The revenue generated through student fees helps fund the programs and services we provide to our students every day. Many of the supplies and materials you see in our classrooms are being funded directly through student fees (i.e. textbooks, papers of various types, copies of printed materials, and other miscellaneous items).

Often times we are asked, how do you determine whether a fee can be charged? Wisconsin State statute and related case law outlines the areas in which a school district can assess a fee. The Department of Public Instruction provides further assistance and clarification to this issue.

### My son/daughter enrolled late in the school year. Is my Book/Material Fee and Technology Application Fee prorated?

A student that enrolls in our school district between the beginning of the year and January 15<sup>th</sup> will be charged 100% of the Book/Material Fee and the Technology Application Fee.

If the enrollment date is January 16<sup>th</sup> through June 15<sup>th</sup>, 50% of the Book/Material Fee is charged, but 100% of the Technology Application Fee is charged.

### My son/daughter is withdrawing or graduating before the end of the school year. Is my Book/Material Fee and Technology Application Fee prorated?

A student that withdraws from our district between September 1<sup>st</sup> and January 15<sup>th</sup> is entitled to a refund of 50% of the Book/Material Fee. This is not done automatically and needs to be requested via phone or email to Jess Huinker in the Business Office (262-970-1048/[jhuinker@waukesha.k12.wi.us](mailto:jhuinker@waukesha.k12.wi.us)).

A student that withdraws between January 16<sup>th</sup> and June 15<sup>th</sup> will not receive a refund.

The Technology Application Fee is not prorated.

### What does the Technology Application Fee pay for, and why is it never prorated?

The Technology Application Fee covers content on the device (applications, materials, subscriptions, etc.), not the device itself. The applications and content need to be purchased for the device and are the same cost if they are purchased in September or January.

### My child dropped a course that carries a fee. Will the fee be removed?

If a course is dropped within the first two weeks of the beginning of the school year (September 11<sup>th</sup> for the 2020-21 school year), the course fee will be removed. A year-long course dropped at semester will not result in any proration of fee.

### My child is attending an alternative school. Why is the school district charging me a fee?

The following schools are affiliated with the School District of Waukesha, therefore the Book/Material Fee does apply: East/Lower East, GEDO2, Homebound, and JAWS (HSED Jr.).

When a student is placed in one of the following Alternative Schools, there will be no Book/Material Fee charged, unless the student attends a Waukesha School during that year (see above for proration of fees).

Adult Day Services	Community Day Treatment	Rawhide
CESA Distinguished Scholars Academy	Eau Claire Academy	Richardson
CESA New Connections	Fairview South	St. Aemilian
CESA New Pathways	Kradwell	St. Rose
CESA Project Search	Lad Lake	Wells Street Academy (MCFI)
CESA Project Success	Learning Center West	Woodland Academy
CESA Turning Point	Norris	
Challenge Academy	ODTC	

The Technology Application Fee is only charged if a student receives an ipad. It is never prorated.

### How much does a parking permit cost?

Parking permits are \$100 per semester and can be purchased at your child's school. Beginning with the 2018-2019 school year, they will not be issued to students with outstanding student fees.

### How do I find out what fees I owe?

Student fee billing statements are sent to households a minimum of two times per year. You can also log on to the Infinite Campus Parent Portal to see and pay fees. If you need to update your address, please contact our Enrollment Office ([enrollment@waukesha.k12.wi.us](mailto:enrollment@waukesha.k12.wi.us) or 262-970-1024).

### I am unable to afford my child's fees. How do I set up a payment plan?

Please contact Jess Huinker, Executive Assistant, in the Business Office ([jhuinker@waukesha.k12.wi.us](mailto:jhuinker@waukesha.k12.wi.us) or 262-970-1048). She will email or mail you the payment plan contract that outlines the expectations.

1. A payment plan is not in effect until approved by the business office and the first payment has been made.
2. Payment plans are considered void once one payment is missed.
3. Payment plans shall not have a term beyond the current school year.
4. Payment plans are calculated by the total outstanding amount divided by the number of months remaining in the school year (not including June). The first payment is due at signing and subsequent payments are due on the 15<sup>th</sup> of the month.

### I am not able to afford the payments on my payment plan. How do I request a waiver of fees?

Obtain a Fee Waiver Request Form from the secretary at your child's school or from the District Business Office. The Business Office will determine if the request is approved or denied and will mail a determination letter within 30 days of receiving the request.

### My child has a surplus balance. How do I request a refund?

Beginning in the 2018-2019 school year, surplus balances will automatically be applied to outstanding fees or new fees that are assigned to the student's account. Any refund due to a family will first be processed against outstanding household balances. A refund may be requested from the Business Office if 1) the student has graduated or left the district, and 2) the amount of the refund is greater than \$15 per household.

### What are the consequences for outstanding fees?

SDW Board Policy ag6152: Principals are authorized to deny students with outstanding fee balances from participating in graduation ceremonies and use other consequences including, but not limited to: not issuing/revoking parking privileges, suspending co- or extra-curricular participation, or declining an intra-district transfer until all financial obligations have been met.

Students with outstanding fee balances (instructional and/or food service) shall not be:

- a. Approved for enrollment in an eAchieve offerings
- b. Approved for pay-to-ride transportation agreements
- c. Issued a Parking Permit (beginning with the 2018-2019 school year)
- d. Allowed to participate in Athletics if they have any of the following
  - a. Have not paid prior year(s) athletic fee
  - b. Have any outstanding damaged/lost equipment obligations
  - c. Have any other Athletic Department outstanding obligations
  - d. Have failed to honor previous payment plans
- e. Allowed to participate in High School Graduation ceremonies
  - a. Any fees charged to a student's Infinite Campus account after May 31<sup>st</sup> that are not paid will not exclude a student from participating in graduation ceremonies, however, the district shall turn over any unpaid fee balances to collections.

### Why was my child served an alternative lunch?

SDW Board Policy ag8500A: The School District of Waukesha has the following policy in place regarding negative lunch accounts:

An elementary or middle school student may charge up to four (4) meals. Once their balance has reached a negative amount greater than four (4) meals, they will be served an alternative

meal consisting of a cheese sandwich and milk. The charge for the alternative meal will be added to their negative balance.

A high school student may not charge any meals or food items. They are expected to have money in their lunch accounts or bring money to pay for their purchases.

No student who is approved for free lunch should ever be declined the standard meal, or served the cheese sandwich, because of a negative balance of any amount. The above rules do apply for any extra meals or ala carte purchases.

A student's parents will be notified by telephone of the delinquency in the student's account each time it is necessary for the student to charge a meal to give the parents time to send a check or cash to school with their child. Parents may also pay for school meals via the Internet through the District's Infinite Campus parent portal.

#### [The Waukesha County Collections Division called me. Why was I turned over to collections?](#)

SDW Board Policy po6152: In the event the above course of action does not result in the fee being collected, the Board authorizes the CFO/Assistant Superintendent for Business Services to turn the case over to an appropriate source for collection.

All outstanding balances, including negative lunch balances, as of June 15<sup>th</sup> will be sent to collections.

#### [My child qualifies for Free or Reduced lunch, what other fees are prorated?](#)

A student that qualifies for Free or Reduced Lunch may provide proof of status (the eligibility letter) to the Athletic Secretary who will then adjust the Athletic Fee in Infinite Campus (cost will be \$50 for reduced lunch status or \$25 for free lunch status). This fee is not automatically adjusted and needs to be requested by the student/family.

There are no other school district fees that are pro-rated by Free or Reduced Lunch Status.

#### [My child is home schooled and takes only 1 class from a SDW school. Why was I charged a fee?](#)

A student that is home schooled but is taking a class through a School District of Waukesha school will be charged a fee of \$15 per class (regardless if it's a semester- or year-long class) plus any additional course fees. Home schooled students are not charged the Technology Application Fee as they do not receive an iPad.

#### [Where do I pay for Advanced Placement Tests?](#)

Advanced Placement (AP) Test Fees are managed by the website Total Registration (see below for links). Registration for AP Exams will open early in the school year (approximately September 15<sup>th</sup>) and close on approximately February 1<sup>st</sup> (This date will vary from year to year, please check your school's registration site for exact dates). A student must register and pay for the test prior to the deadline, otherwise no test will be ordered for that student. If the student qualifies for free or reduced lunch, the testing fee will be waived (the free/reduced option should be selected and the eligibility status will be confirmed by the district). AP Tests cannot

be paid for at the school- all payments need to go through Total Registration. When the district places the AP Test order in March, any outstanding balances will cancel the student's order and no test will be available for the student.

eAchieve Academy: [www.TotalRegistration.net/AP/502388](http://www.TotalRegistration.net/AP/502388)

North High School: [www.TotalRegistration.net/AP/502389](http://www.TotalRegistration.net/AP/502389)

West High School: [www.TotalRegistration.net/AP/502394](http://www.TotalRegistration.net/AP/502394)

South High School: [www.TotalRegistration.net/AP/502390](http://www.TotalRegistration.net/AP/502390)

[I would like to purchase my child's iPad. How much does it cost?](#)

If a student's device has reached the end of its 4 year life cycle or the student is graduating, the student has the option of purchasing their device from the district for the designated buyout price. Students that leave the district before graduation must return their iPad, charger, and cable undamaged.

\*iPad purchase Requirements:

The student is graduating (either 1st semester or 2nd semester grad), or the student is still attending school in the district and their device has reached the end of its 4 year life cycle.

Students leaving the district for any reason other than graduation are not eligible to purchase their device.

All student fines and fees must be paid including the purchase price for the iPad.

The student is only eligible to purchase the device that is assigned to them.

The purchase cost of the device is subject to change but is currently set as follows:

End of year 1 - \$375

End of year 2 - \$250

End of year 3 - \$125

End of year 4 - \$25/\$75

[If you have other questions, please feel free to contact us!](#)

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