

INSTRUCTIONAL SUPPLIES AND FEES

4.19

Where school funds are not otherwise available to meet the instructional needs of students for consumable instructional supplies and personal items, donations and fees may be solicited from students and parents with such donations and fees to be known as "School Supplemental Instructional Donations and Fees," provided that any such solicitation has prior approval of the School Board.

- (1) A written request itemizing the instructional or personal items requested or the purposes for which fees will be used must be submitted to and approved by the School Board before donations or fees may be collected from students.
- (2) The written request shall be made for a semester or school term and must be approved prior to the beginning of the semester or term.
- (3) Communications to parents and students in any format must clearly indicate that the response to such solicitation on the part of any student or his parents or guardians shall be entirely voluntary, and no sanctions shall be imposed against the student or embarrassment caused a student or his parents or guardians for failure or refusal to make a donation or pay a fee.
- (4) Under no condition shall any teacher or school employee cause a student or his parents or guardians to believe that making a donation of requested items or paying a requested fee is a requirement for admission to school or to a class.
- (5) Donations may be requested for basic consumable instructional supplies which may include but are not limited to pencils, color crayons, basic writing paper, tablets, scissors, glue, or personal items such as facial tissues and anti-bacterial soap.
- (6) Any donations or fees received under the provisions of this policy shall be used or spent only for the items listed in the written request approved by the School Board.
- (7) Any funds collected shall be directed through internal accounts following standard accounting practices as required by Florida Statute, State Board of Education rules, and School Board policy.

CHAPTER 4.00 - CURRICULUM AND INSTRUCTION

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 1001.43; 1006.28; 1006.40, F.S.

HISTORY: ADOPTED: 01/08/2004
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