



GRANITE SCHOOL DISTRICT BOARD OF EDUCATION

Karyn Winder, *President*
Nicole McDermott, *Vice President*
Terry H. Bawden, *Member*
Connie Burgess, *Member*
Julie Jackson, *Member*
Clarke Nelson, *Member*
Kris Nguyen, *Member*

Dr. Richard Nye, *Superintendent*

Information for Elementary & Secondary Students & Parents

Welcome to the 2021-2022 School Year

It is important for parents and students to know about the fees, policies, and requirements that are expected of each student in Granite School District. This document has been prepared so that you will be better informed as you register for the coming school year. You and your students are encouraged to read the information in this document and refer to it as questions arise.

Also included is important information regarding school fees. Please read carefully to see what fees you can expect and also whether you might qualify for fee waivers. It is our intention that no student will be left out of a quality educational experience because the family cannot afford to pay the fees. Course, class, and extracurricular fees were approved by the Granite Board of Education on December 1, 2020.

Table of Contents

2021-2022 School Calendar.....	2
Student Attendance/Truancy Prevention Guidelines.....	3
Acceptable Use of Technology	4-5
Parent's Guide to Section 504	6
Substance Abuse Policy	6
Food Pantry Program	6
Student Privacy Rights.....	7-8
Student Data Collection Notice	9-10
Notice of Parental Rights.....	11
School Choice Open Enrollment Options	12
Parent Information on Pornography	12
Visitor Identification Check-In System.....	13
Safe School and Conduct Policies	14
Elementary Fee Schedule	15
Junior High Fee Schedule	16
Senior High Fee Schedule	17
Non-waivable Charges & Fines.....	18
School Fees Notice (K-6).....	19-20
School Fees Notice (7-12).....	21-22
Fee Waiver Application (K-6).....	23-24
Fee Waiver Application (7-12).....	25-26
McKinney Vento Questionnaire	27

Need help?

If you need help or clarification, please contact the principal of the school your student(s) will attend this coming school year. You can also contact these Granite School District offices for information:

Educational Equity.....	385-646-4205
School Leadership and Improvement:	
Elementary	385-646-4510
Secondary.....	385-646-4535
Prevention & Student Placement.....	385-646-4660

*Una versión de este documento en Español
se puede pedir en su escuela.*

Additional information about the school and district policies listed in this brochure, course descriptions and graduation requirements is available in the Junior and Senior High School Manual(s).

These manuals can be accessed at Granite District's web site:
www.graniteschools.org/studentlearning

2021- 2022 CALENDAR

School Begins	Monday, August 16, 2021
School Ends.....	Thursday, June 2, 2022
Senior High School Graduation Ceremony	TBA
Total School Days.....	179 Days

Holidays and Other Days Schools Closed for Student Attendance

Labor Day	Monday, September 6, 2021
Teacher Contract Day	Friday, September 17, 2021
Compensatory Day for SEP & Parent/Teacher Conferences <i>(see schedule below)</i>	Friday, October 1, 2021
Fall Recess	Thursday & Friday, October 21 & 22, 2021
End of Term <i>(student recess day) (1 Teacher Contract Day)</i>	Monday, October 25, 2021
Legislative Instructional Exemption <i>(student recess day)</i>	Wednesday, November 24, 2021
Thanksgiving Recess	Thursday & Friday, November 25 & 26, 2021
Teacher Contract Day	Monday, November 29, 2021
Winter Recess	Monday, December 20 through Friday, December 31, 2021
End of Term <i>(student recess day) (1 Teacher Contract Day)</i>	Friday, January 14, 2022
Dr. Martin Luther King, Jr. Day.....	Monday, January 17, 2022
Compensatory Day for SEP & Parent/Teacher Conferences <i>(see schedule below)</i>	Friday, February 11, 2022
Washington & Lincoln Day	Monday, February 21, 2022
Teacher Contract Day	Tuesday, February 22, 2022
End of Term <i>(student recess day) (1 Teacher Contract Day)</i>	Friday, March 25, 2022
Spring Recess	Monday, April 4 through Friday, April 8, 2022
Memorial Day	Monday, May 30, 2022
Emergency Closure Make-up Day <i>(student recess day unless needed for make-up day)</i>	Friday, June 3, 2022

Senior High School Parent/Teacher Conference Schedule

Fall Conference	Monday & Tuesday, September 27 & 28, 2021
Spring Conference	Tuesday & Wednesday, February 8 & 9, 2022

Junior High School Parent/Teacher Conference Schedule

Fall Conference	Tuesday & Wednesday, September 28 & 29, 2021
Spring Conference	Wednesday & Thursday, February 9 & 10, 2022

Elementary School SEP Conference Schedule

Fall Conference	Wednesday & Thursday, September 29 & 30, 2021
Spring Conference	Monday & Tuesday, February 7 & 8, 2022

Beginning and Ending of Terms

1 st Term: Monday, August 16, 2021, through Wednesday, October 20, 2021	46 Days
2 nd Term: Tuesday, October 26, 2021, through Thursday, January 13, 2022	44 Days
3 rd Term: Tuesday, January 18, 2022, through Thursday, March 24, 2022	46 Days
4 th Term: Monday, March 28, 2022, through Thursday, June 2, 2022	43 Days

Student Attendance / Truancy Prevention Procedure Moratorium Guidelines

Because of their commitment to providing a quality education, schools are concerned when a student misses school for any reason. The mission of Granite School District is to prepare every student with the knowledge and skills needed for lifelong success in a changing world. Students who are excessively absent from school are not able to accomplish their educational goals. According to the Utah Compulsory Attendance Laws (Utah Code §53-6-201 et seq.), parents/guardians and students are responsible for regular school attendance. Occasionally, a student must be absent from school for acceptable reasons such as illness, medical appointments, family emergencies, preapproved vacation leave, etc. Please call or send a note explaining the reason for your student's absence to your school's attendance office / secretary to excuse the absence.

In accordance with state law (Utah Code § § 53-G-6-202 and 203), school administrators, school resource officers, and truancy specialists may issue an Attendance Inquiry to parents/guardians of a student who is absent at least five times during the school year. An Attendance Inquiry directs parents/guardians to contact school support personnel to discuss attendance issues.

District attendance procedures are as follows:

- 1. A parent/guardian may excuse up to seven (7) days of absences within a school year. Note: The school may deny excusal notes that are received more than five (5) days following the return from the absence.**
- 2. After seven (7) parent/guardian excused days and five (5) unexcused days within a school year, the school will mail the student/parent/guardian the first Attendance Inquiry letter asking for the parent/guardian's help with their student's attendance.**
- 3. After seven (7) parent/guardian excused days and ten (10) unexcused days of being absent within a school year, the school will mail the student/parent/guardian a second Attendance Inquiry letter inviting the family to attend a Student Family support meeting to implement a Student Attendance Plan.**
- 4. For secondary schools, missed periods will accrue into days of absences.**

Please check with the school attendance specialist/secretary concerning excused or unexcused absences of your student. Your cooperation is needed in offering your student a quality education. If you have questions regarding these procedures, please contact the Department of Prevention and Student Placement, 385-646-4660.

Granite School District

Acceptable Use of Technology Terms & Conditions for Parents/Guardians

Students should develop the research, information literacy, and technology skills that will allow them to be successful in the digital world. The District provides computer access and access to the Internet, digital communication and collaboration tools, and online learning spaces critical to acquiring these skills. However, failure to adhere to district policies, procedures, and guidelines for the use of district technology resources may result in revocation or restriction of access privileges and/or disciplinary action as defined in District policy Article VIII.A.24. Electronic Devices and Acceptable Use of Technology, school electronic device policies, and these terms & conditions. Misuse or illegal activities may result in administrative consequences and/or referral to law enforcement as appropriate.

My student will:

- ◆ Follow all district and classroom policies, procedures, and guidelines when using technology.
- ◆ Keep usernames and passwords private.
- ◆ Treat others with respect and use appropriate language in all electronic interactions.
- ◆ Immediately report to a teacher or other adult staff member if they receive an electronic communication that makes them feel uncomfortable, or if they accidentally access inappropriate content.
- ◆ Respect the work and intellectual property rights of others and not intentionally copy, damage, or delete another user's work.
- ◆ Properly cite sources when they use someone's information, pictures, media, or other work in their own projects and assignments.
- ◆ Respect the privacy of others. They will limit all in-school photography, video, and audio recording to educational use. They understand that this applies to both district technology resources and their personal electronic devices.

My student will not:

- ◆ Use District technology resources to spread lies or misinformation or to harass, harm, or bully others.
- ◆ Seek to gain unauthorized or inappropriate access to district technology resources.
- ◆ Search, retrieve, store, or send improper images, language, or other content.
- ◆ Use district technology resources or their personal electronic device to cheat. They will not get or give answers to tests; search for and/or copy answers or information on the Internet or other electronic resources contained on or in any technology resource or device; copy and submit someone else's information or assignment as their own; or conduct other similar forms of electronic cheating.
- ◆ Access inappropriate content or resources while on school property using a personal or district device.
- ◆ Share or post personally identifiable information about themselves or others including e-mail addresses, identification numbers, home or school address, phone numbers, or other identifying information.
- ◆ Knowingly, willingly, or purposefully bypass internet filters or other device security settings.

My student understands:

- ◆ Use of district technology resources, including networks, computers, mobile devices, and the Internet is a privilege, which may be denied, revoked, or restricted at any time for misuse.
- ◆ Users have no expectation of privacy in District technology resources. The District reserves all rights to control its technology resources and may monitor or restrict a user's access. The District may search any computer, mobile device, or electronic storage device that is assigned to a user or used on any district computer or network. The District may retrieve, alter, and/or delete any data created, received, or maintained by any user using district technology resources.
- ◆ Use of District technology resources is at their own risk; the system is provided on an "as is, as available" basis; and the District is not responsible for any loss, damage, or unavailability of data stored on the system regardless of the cause.
- ◆ Online learning spaces and communication and collaboration tools should be treated as a classroom space, and language and behavior that is not appropriate in the physical classroom is not appropriate in online spaces, no matter what time of day those spaces are accessed.
- ◆ Assignments in online learning spaces are just like any other assignment in school, and students are expected to follow all policies and procedures in the student handbook, including all policies related to cheating, plagiarism, and acceptable use of technology.
- ◆ Personal electronic devices are at an increased risk of being stolen, misplaced, or damaged, and the District is not responsible for any damage or theft of personal property.
- ◆ Use of personal electronic devices on school property during the school day should be limited to legitimate educational purposes.
- ◆ The District discloses 3rd parties with whom the District contractually shares student information. The District posts this information under the *Student Data Privacy Info* tab located here: <https://academictechnology.graniteschools.org/studentdataprivacy.aspx>
- ◆ They may be subject to disciplinary action for using technology in violation of district policies, procedures, guidelines, or the student handbook.

A Parent's Guide to Section 504 of the Rehabilitation Act

What is Section 504? Section 504 is the part of the Rehabilitation Act of 1973 which applies to persons with disabilities. Section 504 is a civil rights act protecting civil and constitutional rights of persons with disabilities.

Section 504 states: "No otherwise qualified individual with a disability...shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to any discrimination under any program or activity receiving federal financial assistance." (See also Administrative Memo #62.)

Granite School District receives federal financial assistance and thus individuals with disabilities may not be excluded from participating in District programs or denied the benefits of District programs. If a student is qualified as disabled under Section 504, the District must make reasonable accommodations to ensure that the student receives a commensurate education, that is, the student must be served as adequately as non-disabled students. Unless the student also qualifies for special education, the accommodations may not include special education services.

Substance Abuse

Possession, use, or distribution of illegal drugs, alcoholic beverages, paraphernalia, or other prohibited substances constitute a hazard to students and are disruptive to the educational process. Administrative Memo #95 outlines the definitions, prohibitions, and procedures regarding prohibited substances.

- Possession, sale, use, distribution, or being under the influence of any prohibited substances is strictly prohibited while in any Granite School District School, during school hours, on school grounds, on the way to and from school, when students are being transported in school or private vehicles, or at school sanctioned activities.
- Sales of prohibited illegal substances by Granite School District students in locations away from the school that impact or do harm to persons associated with the school will subject the student(s) involved to disciplinary action regardless of time or place of the incident.

Procedural guidelines will be followed regarding student possession, sale, use, and distribution related to alcohol and other drugs listed in the definition portion of the policy.

Food Pantry Program

Many schools provide some supplemental food stuffs to families through Granite Education Foundation food pantries. Every effort is made to assure that the food provided is safe and nutritious. However, because the food is donated, the Granite Education Foundation cannot verify its origin or its handling before it reaches schools. Before families consume food from food pantries, parents are advised to carefully examine each food commodity to ensure it is in an intact original package and that the food is not stale or otherwise unsafe to eat. The Granite Education Foundation and Granite School District are not responsible for any damages caused by donated food and grocery products pursuant to the Bill Emerson Good Samaritan Food Donation Act, 42 U.S. Code 1791.

Student Privacy Rights

STUDENT INFORMATION

The District manages student information pursuant to state and federal law (please see the Student Data Collection Notice found at <https://academictechnology.graniteschools.org/documents/StudentDataCollectionNotice.pdf>) or on pages 11-12 in this packet. Specifically, in accordance with the Family Educational Records Privacy Act (FERPA), parents and students are afforded certain rights. A summary of rights afforded by FERPA include the following:

- ⇒ the right to inspect and review your student's education records;
- ⇒ the right to request amendments to education records believed to be inaccurate;
- ⇒ the right to provide written consent before the school discloses personally identifiable information from student education records to a third party, subject to exceptions that do not require consent; and
- ⇒ the right to file a complaint with the U.S. Department of Education for alleged failures by the school to comply with the requirements of FERPA.

Exceptions to FERPA and situations where schools may disclose student education records without consent include, but are not limited to the following:

- ⇒ to third parties provided the student information is designated as directory information*;
- ⇒ to other school officials**, including teachers, with legitimate educational interests***;
- ⇒ to officials in other schools where the student seeks or intends to enroll;
- ⇒ to authorized federal or state authorities for audits, state-supported education programs, or compliance related to federal and state education programs;
- ⇒ in connection with financial aid;
- ⇒ to state and local authorities pursuant to a state statute related to the juvenile justice system or child welfare agency;
- ⇒ to organizations conducting studies or research for or on behalf of the school or district;
- ⇒ to accrediting organizations;
- ⇒ to comply with a court order or a lawfully issued subpoena; and
- ⇒ to appropriate officials in connection with a health or safety emergency.

* Directory information may include a student's name, address, telephone listing, participation in recognized sports and activities, weight and height in connection with athletic participation, dates of attendance, awards and honors, grade level photos and other images.

** School official is defined as instructors, administrators, health staff, counselors, attorneys, clerical staff, members of committees and disciplinary boards, contractors, volunteers, or other third parties to whom the school has outsourced institutional services or functions.

*** Legitimate educational interest refers to reviewing an education record, on a need-to-know basis only, in order to fulfill a professional responsibility.

Complaints of alleged failures by the district to comply with FERPA requirements can be addressed by contacting the school principal and/or Granite School District's Communications Department. Complaints may also be filed directly with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-4605
Telephone: (202) 260-3887

Student Privacy Rights, continued . . .

PHOTOGRAPHS, VIDEO, AND OTHER FOOTAGE

Schools take photographs, video, and other footage of individual students in the course of the school year for year-books, academic programs, and for other school-related purposes. Additionally, schools take photographs, video, and other footage of students and staff indiscriminately during school activities and events, which are open to the general public (e.g. sporting events, concerts, school plays). Schools reserve the right to take, maintain, and use such photographs, video, and other footage for school purposes, including school social media and to preserve a historical record. In some instances, schools may also provide access to local media outlets for video or photographs related to a news story (this does not include media interviews wherein explicit parental/guardian permission is required and will be obtained).

OPTING OUT

Parents/guardians may “opt-out” of allowing schools to use photographs, video, or other footage of their students and sharing student information that is considered “directory information” **by submitting a written request to the school principal. This opt-out must be completed annually in writing (email is permissible).** Opting out may not apply to instances in which a student’s likeness is captured during an event or activity that is generally open to the public.

If you choose to opt-out, your student may be excluded from the following school documents or publications:

- * The student directory (if your school publishes one)
- * The school yearbook, class, or individual photos (if you opt your student out, we are not allowed to take their photo for any purpose)
- * Honor roll and other recognition lists
- * Musical, theatrical, choir, and drill programs
- * Social media
- * Sports rosters
- * Video or photographs that may be used on school or district websites or social media outlets
- * Video or photographs taken by local news media at special school events (this does not include events open to the public)

MILITARY AND COLLEGE RECRUITERS – High School Students ONLY

Two federal laws require Granite School District to provide certain student information for high school juniors and seniors to military recruiters upon request. Recruiters for colleges and universities often request similar student information. The general policy of Granite School District is to release student names, telephone numbers, and addresses to military recruiters and recruiters from higher education institutions.

Parents/guardians may “opt-out” to prevent one or both of these releases of information **by submitting a written request directly to the principal. This opt-out must be completed separately from the opt-out request for directory information and must be completed annually in writing (email is permissible).**

If you have any questions regarding this policy, please contact your school principal or the Granite School District Communications Department at 385-646-4529 or customerservice@graniteschools.org

Student Data Collection Notice

Necessary Student Data

Necessary student data means data required by state statute or federal law to conduct the regular activities of the school.

- Student name, date of birth, and sex
- Parent and student contact information and custodial parent information
- A student identification number (including the student's school ID number and the state-assigned student identifier, or SSID)
- Local, state, and national assessment results or an exception from taking a local, state, or national assessment (click [here](#) for more information on assessments)
- Courses taken and completed, credits earned, and other transcript information
- Course grades and grade point average
- Grade level and expected graduation date or graduation cohort
- Degree, diploma, credential attainment, and other school information
- Attendance and mobility
- Drop-out data
- Immunization record or an exception from an immunization record
- Race, ethnicity, or tribal affiliation
- Remediation efforts
- An exception from a vision screening required under Section [53G-9-404](#) or information collected from a vision screening described in Utah Code Section [53G-9-404](#)
- Information related to the Utah Registry of Autism and Development Disabilities (URADD), described in Utah Code Section [26-7-4](#)
- Student injury information
- A disciplinary record created and maintained as described in Utah Code Section [53E-9-306](#)
- Juvenile delinquency records
- English language learner status
- Child Find and special education evaluation data related to initiation of an IEP

Optional Student Data

We may only collect optional student data with written consent from the student's parent or from a student who has turned 18.

- Information related to an IEP or needed to provide special needs services
- Biometric information used to identify the student
- Information required for a student to participate in an optional federal or state program (e.g., information related to applying for free or reduced lunch)

Certain sensitive information on students collected via a psychological or psychiatric examination, test, or treatment, or any survey, analysis, or evaluation will only be collected with parental consent. You will receive a separate consent form in these cases. See our Protection of Pupil Rights Act (PPRA) notice for more information.

Prohibited Collections

We will not collect a student's social security number or criminal record, except as required by Utah Code Section [78A-6-112\(3\)](#).

Data Sharing

We will only share student data in accordance with the Family Educational Rights and Privacy Act (FERPA), which generally requires written parental consent before sharing student data. FERPA includes several exceptions to this rule, where we may share student data without parental consent. Information on third parties receiving student information from us is contained in the [Metadata Dictionary](#) or the [State DPA registry](#).

Student data will be shared with the Utah State Board of Education via the Utah Transcript and Records Exchange (UTREx). For more information about UTREx and how it is used, please visit the Utah State Board of Education's Information Technology [website](#).

Benefits, Risks, and Parent Choices

The collection, use, and sharing of student data has both benefits and risks. Parents and students should learn about these benefits and risks and make choices regarding student data accordingly. Parents are given the following choices regarding student data:

- Choice to **request to review** education records of their children and request an explanation or interpretation of the records (see our annual FERPA notice for more information)
- Choice to **contest the accuracy** of certain records (see our annual FERPA notice for more information), potentially leading to the correction, expungement, or deletion of the record
- Choice to **opt into certain data collections** (see the section above on optional data collections)
- Choice to **opt out of certain data exchanges**
 - ◇ Information that has been classified as directory information (see our directory information notice for more information)
 - ◇ Parents of students with an IEP may have their information shared with the Utah Registry of Autism and Developmental Disabilities (URADD). If included in this data exchange, parents will receive a separate notice within 30 days of the exchange, informing them of their right to opt out, per [Utah Code Section 53E-9-308\(6\)\(b\)](#)
- Choice to **file a complaint** if you believe the school or its agents are violating your rights under FERPA or Utah's Student Data Protection Act. If you have a complaint or concern, we recommend starting locally and then escalating to the State Office and US Department of Education.

Your local school district or charter school	Dale Roberts: dkroberts@graniteschools.org
The Utah State Board of Education	Report your concern with the USBE hotline
The US Department of Education	Report your concern here

Storage and Security

In accordance with Board Rule [R277-487-3\(14\)](#), we have adopted a cybersecurity framework called the [CIS Controls](#).

Notice of Parental Rights

Granite School District recognizes that parents/guardians maintain responsibility for their student's education and parents/guardians have the right to reasonable accommodations. Accommodations shall be considered on an individual basis and no student shall be given greater or lesser consideration than any other student.

Reasonable accommodation (*) means that Granite School District will make its best effort to enable a parent/guardian to exercise parental rights:

- (a) without substantial impact to staff and resources, including employee working conditions, safety and supervision on school premises and for school activities, and the efficient allocation of expenditures; and
- (b) while balancing: (i) the parental rights of parents or guardians; (ii) the educational needs of other students; (iii) the academic and behavioral impacts to a classroom; (iv) teacher workload; and (v) the assurance of the safe and efficient operation of a school.

* Students with IEPs, in accordance with the Individuals with Disabilities Education Improvement Act of 2004 (IDEA) or Section 504 accommodation plans, in accordance with Section 504 of the Rehabilitation Act of 1973, whose parents have requested accommodations, consistent with the students' plans, will receive appropriate accommodations. In addition, changes to services and placement must be made in accordance with the IEP process for students with disabilities under IDEA.

Granite School District commits to reasonably accommodate:

- ◆ A parent's or guardian's written request to retain a student on grade level based on the student's academic ability or the student's social, emotional, or physical maturity.
- ◆ A parent's or guardian's initial selection of a teacher or request for a change of teacher.
- ◆ The request of a student's parent or guardian to visit and observe any class the student attends.
- ◆ A written request of a student's parent or guardian may excuse the student from attendance for a family event or visit to a health care provider. Schools may ask for a note from the provider if the student has excessive absences. An excused absence does not diminish expectations for the student's academic performance.
- ◆ A parent's or guardian's written request to place a student in a specialized class or advanced course. The district shall consider multiple data points when determining an accommodation.
- ◆ The district will allow a student to earn course credit toward high school graduation by completing a course in school by: (a) testing out of the course; or (b) demonstrating competency in course standards.
- ◆ A parent's or guardian's request to meet with a teacher at a mutually agreeable time if the parent or guardian is unable to attend a regularly scheduled parent teacher conference.
- ◆ Upon the written request of a student's parent or guardian, the district will excuse the student from taking a test that is administered statewide or the National Assessment of Educational Progress.

The school shall provide a copy of the discipline and conduct policy to each student and will notify a parent or guardian of a student's violation of that policy and allow the parent or guardian to respond to the notice.

School Choice Open Enrollment

State law and Granite School District policies provide guidelines for students to apply for enrollment in a school other than their home school. Students and parents/guardians requesting attendance at a school other than their home school need to complete an application form and obtain necessary signatures. Reapplication is necessary only as a student changes schools upon progressing from elementary school to junior high school or from junior high to senior high school, and the intended school of enrollment is not their legal residential boundary school, as there is no automatic "feeder" system in place. All applications are screened and considered on an individual basis, based on available space by building, grade, class or program in the requested school. Applications may be revoked or denied to those who have committed serious infractions of the law or school rules, or have been guilty of chronic misbehavior which would, if it were to continue, endanger persons or property, cause serious disruption in the school, or place unreasonable burdens on school staff. Transportation to and from the requested school is the responsibility of the students and parents/guardians. In making application, keep in mind the following time periods:

1. The **Early Enrollment Period** for the "forthcoming" school year begins on December 1 and continues through the third Friday in the month of February. This is the recommended time to apply for the next school year.
2. The **Late Enrollment Period** to enroll for the current school year is anytime during the year; it may also be used to apply for enrollment in the forthcoming school year, if after the third Friday in February.

Parent Information on Pornography

Granite School District students are not to send, receive, or be in possession of pornographic images or materials, which may include but are not limited to: inappropriate images of the student or others that expose the private areas that are normally covered by a swimsuit. This conduct is a violation of District Policy and may violate provisions of the Utah Criminal Code. Any violations of this policy shall be reported immediately to a school administrator.

Consequences for violations may include but are not limited to:

- * Parent notification
- * Police investigation
- * Criminal charges
- * Suspension
- * Student and parent signing a school behavior contract
- * Placement in an alternative program or school
- * Attendance of the student and parent in the District Conduct Course

Visitor Identification Check-In

For the safety and security of our students, all visitors will be required to check in at the front office to gain access to the school during the school day. The following process is now in place:

- ✓ A state issued photo identification (driver's license or identification card) will be scanned by the system. Other photo identification will be entered manually. Just bring your identification to the front office.
- ✓ An electronic background check is performed by the system in compliance with state laws and district policies.
- ✓ If the background check reveals no concerns, you will receive a visitor's badge and may enter the school.
- ✓ If the background check reveals a concern, you will meet with the principal at the earliest possible time for a brief discussion. All information discussed will be kept highly confidential.
- ✓ This system is not connected in any way to the immigration database. The school will not ask about your family's immigration status.
- ✓ The school may ask you to produce court documentation in the case of a custody concern.
- ✓ If our records are inaccurate, you will need to contact the Bureau of Criminal Investigations (BCI) at (801) 965-4445 or <https://bci.utah.gov>.
- ✓ To obtain a Utah Identification Card, please visit: <https://dld.utah.gov/licensingid-cards/identification-card>.

If you have any questions, please contact the principal. We appreciate your support in helping keep our students safe and secure.

PLEASE NOTE: your school's check-in procedures may differ slightly as security upgrades occur.

Safe School and Conduct Policies

For the safety of students, staff and visitors to our schools, the Granite District Board of Education has strict school safety and conduct policies. These policies provide guidelines for dealing with disruptive students, violence, weapons, harassment, bullying, hazing and sexting. These policies are designed to provide a safe, positive environment where learning comes first. Safety is everyone's responsibility.

SAY NO TO:

- ◆ Any threat or act of violence
- ◆ Possession of a real weapon, explosive, noxious or flammable material
- ◆ Actual or threatened use of look-alike weapons
- ◆ Any type of gang activity
- ◆ Criminal behavior
- ◆ Destruction or defacement of school property
- ◆ Bullying, cyberbullying, harassment, sexual harassment, sexual exposure, sexting or hazing
- ◆ Conduct at locations away from the school that threatens or does harm to the school or persons associated with the school.

For students who choose to engage in these types of behavior, consequences may include but are not limited to:

- ◆ Mandatory Parent/Guardian conference at school and/or district offices
- ◆ Suspension from school
- ◆ Referral to law enforcement
- ◆ Placement in alternative educational programs
- ◆ Safe Course and/or Conduct Course
- ◆ Severe consequences may be imposed for any incident involving weapons
- ◆ Other consequences may be imposed and action steps appropriate for the specific circumstance.

These policies have been adopted so that students and staff can feel safe and secure at school. For further details about these policies, please contact your local school.

Granite School District
2021-2022 Elementary School Fee Schedule

Fee Amounts and Spend Plans - All fees listed on this schedule are the maximum amounts approved by the Board of Education that a school may charge per pupil for participation in the named activity, class, group, or team. The types of expenditures funded with student fees include ancillary personnel costs, educational services, employee training, professional services, technical services, student travel, advertising services, printing services, activity and student supplies, student food, technology supplies, equipment and facility enhancements, and club dues. Planned expenditures vary by program and school due to the unique needs and specific plans made at each school. Prior to registration, the fee amounts and associated spend plans approved by the principal for each program at each school are published online at schoolfees.graniteschools.org. Parents are encouraged to refer to their school's fee schedule for detailed fee and spend plan information. For school activities that involve tryouts, participants must be selected before fees are assessed.

Extracurricular Before and After School Activities	Maximum amounts that may be charged
Art Club	\$45.00
Band / Orchestra	\$140.00
Materials and Instrument Rental	cost of item
Chess Club	\$25.00
Choir / Music Club	\$45.00
Dance Club	\$45.00
Drama / Stage Crew Club	\$45.00
Foreign Language Club	\$140.00
STEM Club	\$100.00
Other Extracurricular / Athletic Clubs	\$50.00
Kindergarten Academy	\$280.00 per month

Maximum Fee Cap	\$400.00
This amount is the maximum a student will be required to pay or voluntarily individually fundraise for each school year. The maximum fee cap does not apply to Instrument Rental and Kindergarten Academy.	

Schedule of Non-Waivable Charges - The Board authorizes fines for damage caused to district property and for violating rules of conduct. Because administrative penalties do not implicate participation in school sponsored activities, these fines appear with other non-waivable charges on the Board approved Schedule of Non-Waivable Charges rather than on this Fee Schedule.

This Fee Schedule was approved by the Granite Board of Education on December 1, 2020.

Granite School District
2021-2022 Junior High School Fee Schedule

Fee Amounts and Spend Plans - All fees listed on this schedule are the maximum amounts approved by the Board of Education that a school may charge per pupil for participation in the named activity, class, group, or team. The types of expenditures funded with student fees include ancillary personnel costs, educational services, employee training, professional services, technical services, student travel, advertising services, printing services, activity and student supplies, student food, technology supplies, equipment and facility enhancements, and club dues. Planned expenditures vary by program and school due to the unique needs and specific plans made at each school. Prior to registration, the fee amounts and associated spend plans approved by the principal for each program at each school are published online at schoolfees.graniteschools.org. Parents are encouraged to refer to their school's fee schedule for detailed fee and spend plan information. For school activities that involve tryouts, participants must be selected before fees are assessed.

School Program Fees		<i>Maximum amounts that may be charged</i>	<i>Maximum amounts that may be charged</i>
Basic Registration (All students)		\$49.00	Credit Recovery (Charge per .25 units of credit) \$45.00
Online Course (Charge per .25 units of credit)		\$30.00	Remediation (Per each class) \$10.00
School Sponsored Admission Fees (per student / per event)		<i>Maximum amounts that may be charged</i>	<i>Maximum amounts that may be charged</i>
School Dances		\$5.00	School Plays, Concerts and Musicals \$10.00
			Other Admissions to Off Campus Events (Not including applicable sales tax) \$60.00
Curricular Course Fees (Per semester course)		<i>Maximum amounts that may be charged</i>	<i>Maximum amounts that may be charged</i>
General Course Fees			
Visual Art <i>Includes Craft, Drawing, Painting, Photography, Sculpture, Art History, etc.</i>		\$40.00	English \$10.00
Career & Technical Education Intro Class		\$15.00	Music (Non performing groups) \$25.00
Other Career & Technical Education <i>Includes areas of Agriculture, Business, FACS, Health Science, Info Tech, Skilled & Technical, and Technology & Engineering</i>		\$40.00	Instrument Rental (1st Instrument) \$75.00
Dance		\$15.00	Instrument Rental (Per additional instrument) \$10.00
Drama / Stage Crew		\$15.00	Physical Education
			On-campus course \$10.00
			Off-campus course \$80.00
			Intergraded Science \$15.00
			<i>Includes Biology, Chemistry, Earth Science, Physics, etc.</i>

Specific item Course Fee - In addition to the coarse fees above, the following fees may be charged for specific items as applicable.

Equipment Rental (Other than musical instrument)	\$35.00	Workbook/License Fee	\$25.00
--	---------	----------------------	---------

Co-curricular / Extracurricular Course and Activities Fees (Per school year. Includes all potential fundraising and course fees.)			
Sports Fees		<i>Maximum amounts that may be charged</i>	<i>Maximum amounts that may be charged</i>
Basketball		\$100.00	Course and Activity Fees
Cheer (includes certified camp run by 3rd party)		\$600.00	College Readiness \$60.00
Cross Country		\$60.00	<i>Includes AVID, Latinos in Action, People of the Pacific and similar courses</i>
Soccer		\$60.00	Dance Performing Groups (Includes day camp Run by 3rd party) \$400.00
Track		\$60.00	Debate \$60.00
Volleyball		\$60.00	Granite Junior Youth Symphony \$60.00
Wrestling		\$100.00	Music Performing Groups <i>Includes Band, Orchestra, & Choir</i> \$150.00
School Intramural - <i>not listed above</i>		\$20.00	Instrument Rental (If required) \$75.00
Coach / Advisor Run District Camps		\$50.00	Student Government / Club Officers \$275.00
			Theatre / Musical Production (Per production for stage performers) \$100.00
			Club Dues
			School Clubs \$30.00
			Additional State / National Membership (Cost of membership) \$35.00

Overnight Student Travel (Per trip) (Maximum fee include all potential fundraising)	<i>Maximum amount that may be charged</i>
Overnight Student Travel (Within approved geographical region)	\$1,200.00
<i>All requests for Overnight Student Travel must be approved by the Principal, Director and Assistant Superintendent.</i>	

Maximum Fee Cap	\$1,250.00
This amount is the maximum a student will be required to pay or voluntarily individually fundraise for each school year. This maximum fee cap applies to up to 3 co-curricular / extra curricular activities. Students who participate in activities beyond this limit may be subject to the full fee amount for these additional activities. The maximum fee cap does not apply to Overnight Student Travel, School Sponsored Admission Fees and required group fundraising.	

Schedule of Non-Waivable Charges - The Board authorizes fines for damage caused to district property and for violating rules of conduct. Because administrative penalties do not implicate participation in school sponsored activities, these fines appear with other non-waivable charges on the Board approved Schedule of Non-Waivable Charges rather than on this Fee Schedule.

Pursuant to Utah Code 53G-6-704 and Utah Admin. Code R277-494, all home school, private school, and charter school students who participate in extracurricular activities must pay the applicable activity-specific fee(s) from above. For students who attend a charter school and participate in extracurricular activities, the charter school of enrollment must also pay a one-time annual school participation fee of \$49.00 to the school where the student is participating in the activity. Such students are not subject to the basic registration fee

This Fee Schedule was approved by the Granite Board of Education on December 1, 2020.

Granite School District
2021-2022 Senior High School Fee Schedule

Fee Amounts and Spend Plans - All fees listed on this schedule are the maximum amounts approved by the Board of Education that a school may charge per pupil for participation in the named activity, class, group, or team. The types of expenditures funded with student fees include ancillary personnel costs, educational services, employee training, professional services, technical services, student travel, advertising services, printing services, activity and student supplies, student food, technology supplies, equipment and facility enhancements, and club dues. Planned expenditures vary by program and school due to the unique needs and specific plans made at each school. Prior to registration, the fee amounts and associated spend plans approved by the principal for each program at each school are published online at schoolfees.graniteschools.org. Parents are encouraged to refer to their school's fee schedule for detailed fee and spend plan information. For school activities that involve tryouts, participants must be selected before fees are assessed.

School Program Fees	Maximum amounts that may be charged		Maximum amounts that may be charged
Basic Registration (All students)	\$65.00	Credit Recovery (As applicable) (Charge per .25 units of credit)	\$45.00
Graduation (Graduating students)	\$25.00	Online Course (Charge per .25 units of credit)	\$30.00
Test Review Class (Not for credit)	\$30.00		

School Sponsored Admission Fees (Per event)	Maximum amounts that may be charged	Maximum amounts that may be charged	
School Dances		School Plays, Concerts and Musicals	\$10.00
Stomps (Per student)	\$5.00	Other Admissions to Off Campus Events (Not including applicable sales tax)	\$60.00
Dances (Per couple)	\$25.00	School Level Banquets	\$20.00

UHSAA Admissions - Activities sponsored by Utah High School Activities Association (UHSAA) may not exceed limits established by the Association.

Course Fees (Per semester course)	Maximum amounts that may be charged		Maximum amounts that may be charged
<u>General Course Fees</u>			
Visual Art	\$50.00	English	\$10.00
<i>Includes Craft, Drawing, Painting, Photography, Sculpture, Art History, etc.</i>		International Baccalaureate (IB)	\$25.00
		Music (Non performing groups)	\$25.00
		Instrument Rental (1st instrument)	\$75.00
Career & Technical Education	\$40.00	Instrument Rental (Per additional instrument)	\$15.00
<i>Includes areas of Agriculture, Business, FACS, Health Science, Info Tech, Skilled & Technical, and Technology & Engineering</i>		Psychology	\$5.00
		Physical Education	
		On-campus course	\$10.00
Dance	\$15.00	Off-campus course	\$80.00
Drama / Stage Crew	\$15.00	Science	\$15.00
Driver's Education	\$140.00	<i>Includes Biology, Chemistry, Earth Science, Physics, etc.</i>	

Specific Item Course Fee - In addition to the course fees above, the following fees may be charged for specific items as applicable.

Equipment Rental (Other than musical instrument)	\$35.00	Workbook/License Fee	\$50.00
Concurrent / AP Textbook	\$115.00		

Co-curricular / Extracurricular Course and Activities Fees

(Per school year. Includes all potential fundraising and course fees.)

Sports Fees	Maximum amounts that may be charged	Course and Activity Fees	Maximum amounts that may be charged
Baseball	\$1,000.00	College Readiness	\$60.00
Basketball	\$900.00	<i>Includes AVID, Latinos in Action, People of the Pacific and similar courses</i>	
Cheer	\$1,700.00	Dance Performing Groups	\$750.00
Cross Country	\$125.00	Debate	\$250.00
Drill Team	\$2,000.00	Granite Youth Symphony	\$250.00
Football	\$800.00	JROTC	\$60.00
Golf	\$500.00	Music Performing Groups	\$150.00
Lacrosse	\$800.00	<i>Includes Band, Orchestra, Magrigals, Show & Concert Choir</i>	
Soccer	\$450.00	<i>Tuxedo additional fee (If required)</i>	\$225.00
Softball	\$1,000.00	<i>Dress additional fee (If required)</i>	\$175.00
Swimming	\$300.00	<i>Instrument Rental (If required)</i>	\$75.00
Tennis	\$400.00	Student Government / Club Officers	\$500.00
Track	\$200.00	Theatre / Musical Production (Per production for stage performers)	\$150.00
Volleyball	\$550.00	Club Dues (<i>Non-curricular clubs are not subject to fee waiver</i>)	
Wrestling	\$500.00	School Clubs	\$50.00
		Additional State / National Membership (Cost of membership)	\$35.00
		Coach / Advisor Run District Camps	\$75.00

Overnight Student Travel (Per trip)	Maximum amount that may be charged
(Maximum fee includes all potential fundraising)	

Overnight Student Travel (Within approved geographical region)

\$1,200.00

All requests for Overnight Student Travel must be approved by the Principal, Director and Assistant Superintendent.

Maximum Fee Cap	\$3,000.00
This amount is the maximum a student will be required to pay or voluntarily individually fundraise for each school year. This maximum fee cap applies to up to 3 co-curricular / extra curricular activities. Students who participate in activities beyond this limit may be subject to the full fee amount for these additional activities. The maximum fee cap does not apply to Overnight Student Travel, School Sponsored Admission Fees and required group fundraising.	

Schedule of Non-Waivable Charges - The Board authorizes fines for damage caused to district property and for violating rules of conduct. Because administrative penalties do not implicate participation in school sponsored activities, these fines appear with other non-waivable charges on the Board approved Schedule of Non-Waivable Charges rather than on this Fee Schedule.

Pursuant to Utah Code 53G-6-704 and Utah Admin. Code R277-494, all home school, private school, and charter school students who participate in extracurricular activities must pay the applicable activity-specific fee(s) from above. For students who attend a charter school and participate in extracurricular activities, the charter school of enrollment must also pay a one-time annual school participation fee of \$75.00 to the school where the student is participating in the activity. Such students are not subject to the basic registration fee.

This Fee Schedule was approved by the Granite Board of Education on December 1, 2020.

srb 2/22/2021

2021-2022 Schedule of Non-Waivable Charges and Fines

All items listed below are non-waivable charges and not subject to fee waiver. "Non-waivable charge" means a cost, payment, or expenditure that is a personal discretionary charge or purchase. This is not an all inclusive list of all non-waivable charges or items that a school may offer for sale to students or the general public. Some of the items listed are subject to Utah state sales tax, as noted below. The Board authorizes fines for damage caused to district property and for violating rules of conduct. Because administrative penalties do not implicate participation in school sponsored activities, fines are not waivable. Fines listed are per occurrence.

General Purchases	Maximum amounts that may be charged
Additional Discretionary Class Projects (Subject to sales tax)	cost of item
AP/PSAT/IB Test (Collected by school for other organizations)	cost of item
Class Change Charge (non-essential)	\$5.00
Concurrent Enrollment (Collected by school for other organizations)	cost of item
Course Replacement Processing Charge	\$20.00
Memory Book - Elementary/Junior High (Includes sales tax)	\$20.00
Outside Organization Membership (Not required for participation in school-sponsored activities)	cost of membership
Parking Permit	\$10.00
Transcripts (First free, all others subject to this charge)	\$1.00
Yearbook - Senior High	
Purchased before the end of first semester (Includes sales tax)	\$50.00
Purchased after the end of first semester (Includes sales tax)	\$55.00

Fines (not required for participation in school sponsored activities)	Maximum amounts that may be charged
Damage/Lost School Property	Cost of repair/replacement
Student Travel/Event Non-Attendance (After making commitment to attend)	Cost of Travel or Event
Late Library Item	\$0.25 per day
Non-Essential Class Change	\$5.00
Fighting	\$50.00
Smoking on Property	\$50.00
Parking Ticket	\$20.00
Truancy	
Habitual Truancy (After 10 unexcused absences)	\$48.00
Truancy Ticket	\$5.00

A charge will be added to all returned checks equal to the maximum allowed by law.

The Schedule of Non-Waivable Charges was approved by the Granite Board of Education on December 1, 2020.

School Fees Notice for Families of Students in Grades K-6



The Utah Constitution prohibits the charging of fees in elementary schools.

If a child is in kindergarten through grade six, they cannot be charged for textbooks, classroom equipment or supplies, musical instruments, field trips, assemblies, snacks (other than food provided through the School Lunch Program), or for anything else that takes place or is used during the regular school day.

Fees may only be charged for programs offered before or after school, or during school vacations. Fees may also be charged for a student that is in grade six and attends a school that includes one or more 7-12 grades, if the school follows a secondary model of delivering education to the school's grade six students.

Utah law requires schools that charge fees, to ensure that a fee waiver or other provisions in lieu of a fee waiver is available to any student whose parents are unable to pay a fee.

Fee Waivers

A fee waiver is a full release from the requirement to pay a fee. If a student is eligible for fee waivers, **all fees must be waived**. If it is not specifically addressed in state law, a school must waive all fees, including any where a student's participation is optional. This means that those students who are eligible for a fee waiver can participate in any school class or activity free of charge.

A student is eligible for a waiver if:

- their family receives TANF funding (food stamps or state Family Employment Program);
- the student receives SSI (Supplemental Security Income);
- the student is designated McKinney-Vento;
- the student is in foster care;
- the student is in state custody; or
- the student is eligible based on family/household income (the levels match those of free lunch eligibility).

** A student may also be eligible for fee waivers if they do not meet any of these standards but are still unable to pay a fee. Please see the local school or district policy for more information.*

If a student wishes to apply for fee waivers, they will be asked to provide documentation of fee waiver eligibility as part of the application process.

To apply for a fee waiver, a student may submit the "Fee Waiver Application (Grades K-6)". A copy of the application is included with this notice and additional copies may be obtained from the school office, or the state school fees website listed at the end of this document. Once the documents have been submitted to the school, the fee requirement will be suspended until a final decision has been reached about the student's eligibility for fee waivers.

If the application is denied, the school will send a "Decision and Appeal Form". The Form will explain why the application was denied and how to appeal the decision. Remember to always keep a copy. If an appeal for a denial of fee waivers is submitted, all fees will not need to be paid until the appeal is decided.

If a student wishes to purchase school pictures, yearbooks, or similar items through the school, those costs are not fees and will not be waived. Also, if a student loses or damages school property, the costs of replacement or repair are not fees and need not be waived.



Utah State Board of Education School Fees Team

Revised January 2021
ADA Compliant 3/19/2021

Donations, Confidentiality, and Enforcement of Fees

School funds are limited, and a school may need help in addition to fees. As a result, the school may ask for tax-deductible donations of school supplies, equipment, or money, but the school cannot require donations.

A student's name is confidential and cannot be disclosed to anyone lacking both a right and a need to know the information, regardless of whether a student has paid fees, donations, and contributions or not, or has applied for, received, or been denied waivers. The school may, however, with the consent of the donor, give appropriate recognition to any person or organization making a major donation or contribution to the school.

The school and school staff cannot withhold, reduce, or enhance grades or credit, or withhold grades, class schedules, credit, report cards, transcripts, or diplomas to enforce the payment of fees.

For further information, contact:

Local school:

Name: _____ Phone: _____

Email: _____ Website: _____

District/Charter School Fees Contact:

Name: _____ Phone: _____

Email: _____ Website: _____



Utah State Board of Education School Fees website: <https://schools.utah.gov/schoolfees>

Utah State Board of Education School Fees Team

Revised January 2021

Page 2

School Fees Notice for Families of Students in Grades 7-12



Utah law permits schools to charge fees in grades seven through twelve.

A student may be charged fees for participation in school classes, activities and programs. A student cannot be requested or required to pay any fee unless that request or requirement has been approved by the local Board of Education and included in the school or district fee schedule.

Utah law requires schools that charge fees to ensure that a fee waiver or other provisions in lieu of a fee waiver is available to any student whose families are unable to pay a fee.

Fee Definition

A fee is defined as something of monetary value that is requested or required by a school for a student to be able to participate in an activity, class, or program that is provided, sponsored, or supported by a school, charter school, or district. This request or requirement can also be implied. Meaning that if something is not required for participation, but there is still an expectation for the student to have that item, it becomes a school fee. Below are some examples of fees:

- | | | |
|----------------------|---|-----------------------------|
| • Registration fees | • Costs of class or team trips (including room, board, and meals) | • After-school program fees |
| • Textbooks fees | • Entrance fees for school concerts or games | • Truancy fines |
| • Participation fees | • Football summer clinic costs | • Instrument rentals |

Charges for class rings, yearbooks, school pictures, letter jackets, and similar items are not fees and need not be waived. Also, if a student loses or damages school property, the costs of replacement or repair are not fees and need not be waived.

Students may be required to pay fees for concurrent enrollment courses or advanced placement exams. The portion of the fees related specifically to college or post-secondary grades or credit is not subject to fee waiver. However, the College Board offers a reduction in these costs for those who are eligible.

Fee Waivers

A student is eligible for a waiver if:

- their family receives TANF funding (food stamps or state Family Employment Program);
- the student receives SSI (Supplemental Security Income);
- the student is designated McKinney-Vento;
- the student is in foster care;
- the student is in state custody; or
- the student is eligible based on family/household income (the levels match those of free lunch eligibility).

A fee waiver is a full release from the requirement to pay a fee. If a student is eligible for fee waivers, **all fees must be waived**. If it is not specifically addressed in state law, a school must waive all fees, including anywhere a student's participation is optional. This means that those students who are eligible for a fee waiver can participate in any school class or activity free of charge.

** A student may also be eligible for fee waivers if they do not meet any of these standards but are still unable to pay a fee. Please see the local school or district policy for more information.*



Utah State Board of Education School Fees Team

Revised January 2021
ADA Compliant 3/19/2021

School Fees Notice to Grades 7-12

Fee Waivers *continued*

If a student wishes to apply for fee waivers, they will be asked to provide documentation of fee waiver eligibility as part of the application process.

To apply for a fee waiver, a student may submit the "Fee Waiver Application (Grades 7-12)". A copy of the application is included with this notice and additional copies may be obtained from the school office, or the state school fees website listed at the end of this document.

Once the documents have been submitted to the school, the fee requirement will be suspended until a final decision has been reached about the student's eligibility for fee waivers.

If the application is denied, the school will send a "Decision and Appeal Form". The form will explain why the application was denied and how to appeal the decision.

Remember to always keep a copy. If an appeal for a denial of fee waivers is submitted, all fees will not need to be paid until the appeal is decided.

Donations, Confidentiality, and Enforcement of Fees

School funds are limited, and a school may need help in addition to fees. As a result, the school may ask for tax-deductible donations of school supplies, equipment, or money, but the school cannot require donations.

A student's name is confidential and cannot be disclosed to anyone lacking both a right and a need to know the information, regardless of whether a student has paid fees, donations, and contributions or not, or has applied for, received, or been denied waivers. The school may, however, with the consent of the donor, give appropriate recognition to any person or organization making a major donation or contribution to the school.

The school and school staff cannot withhold, reduce, or enhance grades or credit, or withhold grades, class schedules, credit, report cards, transcripts, or diplomas to enforce the payment of fees.

For further information, contact:

Local school:

Name: _____ Phone: _____

Email: _____ Website: _____

District/Charter School Fees Contact:

Name: _____ Phone: _____

Email: _____ Website: _____



Utah State Board of Education School Fees website: <https://schools.utah.gov/schoolfees>

Utah State Board of Education School Fees Team

Revised January 2021

Page 2

Fee Waiver Application

Grades K-6



- Please read the School Fees Notice (Grades K-6) before completing this Application!
- NO Fees may be charged for activities during the regular school day in grades K-6. This fee waiver application applies only to fees for activities held outside of the regular school day.
- If a school receives verification that a student is eligible for fee waiver, ALL fees must be waived for that student.
- All information on this application will be kept confidential.

Student Information:

Name of student: _____ Student #: _____
 Address: _____
 School: _____ Grade level: _____
 Name of parent: _____ Phone number: _____

Basis for Fee Waiver:

Please check the eligibility that applies: (only 1 is needed)		Verification to submit: *
<input type="checkbox"/>	1. Family receives TANF/FEP (Temporary Assistance for Needy Families or Family Employment Program) (financial assistance or food stamps)	• benefit verification from the Utah Department of Workforce Services for the period for which the fee waiver is sought which may be in the form of an electronic screenshot of eligibility determination or status.
<input type="checkbox"/>	2. Student receives Supplemental Security Income (SSI, QUALIFIED CHILD WITH DISABILITIES)	• benefit verification documents from the Social Security Administration.
<input type="checkbox"/>	3. Student qualifies for McKinney-Vento.	• verified through the district or charters McKinney-Vento Liaison.
<input type="checkbox"/>	4. Student is in Foster Care (under Utah or local governmental supervision)	• the youth in care required intake form and school enrollment letter, provided by a case worker from the Utah Division of Child and Family Services or the Utah Juvenile Justice Department.
<input type="checkbox"/>	5. Student is in State Custody	
<input type="checkbox"/>	6. Student is eligible based on family/household income verification. Total Household Members: _____ Total Household Income: \$ _____	• family income verification in the form of income statements, pay stubs, or tax returns. (Please complete page 2.)

*Please note: The school may require you to provide verification of eligibility. Please attach your verification documentation to this form when you give this application to your school. The only exception is eligibility for McKinney-Vento.

If none of the above apply but you wish to apply for fee waivers because of other extenuating circumstances, please state the reason(s) for the request: _____

(Please attach an additional page if needed.)

Please give this application to the Principal/School Director or School Fee Administrator when it is complete. All fee payments will be suspended until the school has decided if your student is eligible for fee waivers. You will then be given notice of the decision. If your student is eligible for a waiver, the school cannot require you to complete service, agree to an installment payment plan, or sign an IOU in place of a waiver.

I HEREBY CERTIFY THAT THE INFORMATION AND ATTACHED DOCUMENTATION I HAVE PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE: _____ PARENT'S SIGNATURE: _____



Utah State Board of Education School Fees Team

Revised March 2021 ADA
Compliant 3/22/2021

COMPLETE THIS PAGE ONLY IF OPTION #6 WAS SELECTED UNDER THE BASIS FOR FEE WAIVER SECTION

INCOME VERIFICATION FOR ALL HOUSEHOLD MEMBERS:

(Required for students who do not qualify based on a special category.)

Household income is determined by adding all household income from all sources and then comparing it to the number of people in the household. A household is a group of related or unrelated individuals who are not residents of an institution or boarding house but who are living as one economic unit. This means they generally reside in the same house and share expenses such as rent, utilities and food.

List all income before deductions in the appropriate column(s).

Name:			Earnings from Work (before deductions)	Pension/Retirement Social Security	Welfare, Alimony, Child Support, Other Income	Total Per Person
Last	First	Middle Initial	Monthly Income	Monthly Income	Monthly Income	Total Monthly Income
1			\$	\$	\$	\$
2			\$	\$	\$	\$
3			\$	\$	\$	\$
4			\$	\$	\$	\$

EXAMPLES OF INCOME:

Earnings from Work	Pension/Retirement, Social Security	Welfare, Alimony, Child Support	Other Income
Wages, salaries and tips, strike benefits, unemployment comp., workers' comp, net income from self-owned business or farm	Pensions, supplement, security income, retirement payments, Social Security Income (including SSI a child receives)	*TANF payments*, welfare payments, alimony, and child support payments	Disability benefits; cash withdrawn from savings; interest & dividends; income from estates, trusts, and investments; regular contributions from persons not living in the household; net royalties and annuities; net rental income; any other income

Receipt of TANF assistance automatically qualifies one for fee waiver eligibility. No further proof of income is needed. Please review Basis for Fee Waiver section and submit application under TANF eligibility.

INCOME ELIGIBILITY GUIDELINES

For School Year:

July 1, 2021 - June 30, 2022

Household Size	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	16,744	1,396	698	644	322
2	22,646	1,888	944	871	436
3	28,548	2,379	1,190	1,098	549
4	34,450	2,871	1,436	1,325	663
5	40,352	3,363	1,682	1,552	776
6	46,254	3,855	1,928	1,779	890
7	52,156	4,347	2,174	2,006	1,003
8	58,058	4,839	2,420	2,233	1,117
For each additional family member, add:	5,902	492	246	227	114



Utah State Board of Education School Fees Team
Fee Waiver Application K-6

Revised March 2021
Page 2

FEE WAIVER APPLICATION (GRADES 7-12)

- Please read the School Fees Notice (Grades 7-12) before completing this application.
- If a school receives verification that a student is eligible for fee waiver, all fees must be waived for that student.
- All information on this application will be kept confidential.

STUDENT INFORMATION:

Name of Student: _____ Student #: _____
 Street Address: _____ City, Zip Code: _____
 School: _____ Grade Level: _____
 Name of Parent/Guardian: _____ Phone Number: _____

BASIS FOR FEE WAIVER:

Please check the eligibility that applies (only 1 is needed)*	Verification to submit:
1. Family receives TANF/FEP (Temporary Assistance for Needy Families or Family Employment Program), financial assistance or food stamps	• Benefit verification from the Utah Department of Workforce Services for the period for which the fee waiver is sought which may be in the form of an electronic screenshot of eligibility determination or status.
2. Student receives Supplemental Security Income (SSI, QUALIFIED CHILD WITH DISABILITIES)	• Benefit verification documents from the Social Security Administration.
3. Student qualifies for McKinney-Vento.	• Verified through the McKinney-Vento liaison.
4. Student is in Foster Care (under Utah or local governmental supervision)	• The youth in care required intake form and school enrollment letter, provided by a case worker from the Utah Division of Child & Family Services or the Utah Juvenile Justice Department.
5. Student is in State Custody	• See documentation needed for #3.
6. Student is eligible based on family/household income verification. Total Household Members: _____ Total Household Income: \$ _____	Family income verification in the form of tax returns, pay stubs, or income statements. (see page 2)

*Please note: The school will require you to provide verification of eligibility. Please attach your verification documentation to this form when you give this application to your school. The only exception is eligibility or McKinney-Vento.

If none of the above apply but you wish to apply for fee waivers because of other extenuating circumstances, please state the reason(s) for the request. _____

Window for Application of Fee Waiver

- A parent/guardian must apply for a fee waiver within thirty (30) school days after the first day of school.
- A student who enters the school any time during the school year also has thirty (30) school days in which to apply for a fee waiver.
- A student whose family has a financial emergency caused by job loss, major illness, or other substantial loss of income, has thirty (30) school days from the qualifying event in which to apply for a fee waiver. In this case only those fees assessed after application has been made will be waived. Fees paid previously will not be reimbursed.

Please give this application to the Principal or Assistant Principal when it is complete. All fee payments will be suspended until the school has decided if your student is eligible for fee waivers. You will then be given notice of the decision. If your student is eligible for a waiver, the school cannot require you to complete service, agree to an installment payment plan, or sign an IOU in place of a waiver.

I HEREBY CERTIFY THAT THE INFORMATION AND ATTACHED DOCUMENTATION I HAVE PROVIDED IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATE _____ PARENT/GUARDIAN SIGNATURE _____

Complete this page **ONLY** if option #6 was selected under the **Basis for Fee Waiver** section.

INCOME VERIFICATION FOR ALL HOUSEHOLD MEMBERS: (Required for students who do not qualify based on a special category.)

Household income is determined by adding all household income from all sources and then comparing it to the number of people in the household. A household is a group of related or unrelated individuals who are not residents of an institution or boarding house but who are living as one economic unit. This means they generally reside in the same house and share expenses such as rent, utilities and food.

List all **income before deductions** in the appropriate column(s).

Household Member(s)	Earnings from Work (before deductions)	Pension/Retirement Social Security	Welfare, Alimony, Child Support, Other Income	Total Per Person
Last Name, First Name	Monthly Income	Monthly Income	Monthly Income	Total Monthly Income
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$
	\$	\$	\$	\$

EXAMPLES OF INCOME:

Earnings from Work	Pension/Retirement/Social Security	Welfare, Alimony, Child Support	Other Income
Wages, salaries, tips, strike benefits, unemployment comp., workers' comp, net income from self-owned business or farm.	Pensions, supplement security income, retirement payments, Social Security income (including SSI a child receives).	*TANF payments*, welfare payments, alimony, child support payments.	Disability benefits; cash withdrawn from savings; interest & dividends; income from estates, trusts & investments, regular contributions from persons not living in the household; net royalties & annuities; net rental income; any other income.

Receipt of TANF assistance automatically qualifies one for fee waiver eligibility. No further proof of income is needed. Please review Basis for Fee waiver section and submit application under TANF eligibility.

INCOME ELIGIBILITY GUIDELINES

For School Year: **July 1, 2021-June 30, 2022**

Household Size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	16,744	1,396	698	644	322
2	22,646	1,888	944	871	436
3	28,548	2,379	1,190	1,098	549
4	34,450	2,871	1,436	1,325	663
5	40,352	3,363	1,682	1,552	776
6	46,254	3,855	1,928	1,779	890
7	52,156	4,347	2,174	2,006	1,003
8	58,058	4,839	2,420	2,233	1,117
For each additional family members, add:	5,902	492	246	227	114



McKinney-Vento Assistance Questionnaire

20____–20____ School Year

The following questions will help Granite School District determine eligibility for additional services for students and families. Please fill this form out and return to McKinney-Vento Liaison.

Submission of any false or misleading information is a violation of state law and may void this application and agreement.

Yes No

- ☐ ☐ Is the student sharing housing with another person or family due to loss of housing, economic hardship, or similar reasons?
- ☐ ☐ Is the student living in a motel or hotel?
- ☐ ☐ Is the student living in a shelter or temporary housing?
- ☐ ☐ Is the student living in a car, park, campground, public space, abandoned building?
- ☐ ☐ Is the student living in housing with infestation, mold, or does not have heat, electricity, or water?
- ☐ ☐ Is the student seeking enrollment without an accompanying parent and not in foster care or state's custody?

If you answered **YES** to **ANY** of the above questions, please complete the remainder of this questionnaire.

Please notify the school if your living status changes.

Student Name: _____ Student ID # _____

School: _____ Grade: _____ Date: _____

Student's Phone Number if applicable: _____

Note: If this questionnaire concerns an unaccompanied youth, please include a phone number. No other information is needed.

Parent/Legal Guardian/Caregiver Name: _____
(Print) (Signature)

Address: _____ Telephone No. _____

Relationship to student: _____

List all school age siblings of the above named student residing with you.

Name	Student #	School	Grade

Parents/Legal Guardians/Caregivers: If you have any questions concerning this questionnaire or a homeless situation, please contact: Shannalee Otanez, 385-646-4678, email sotanez@graniteschools.org.

RETURN THIS FORM TO THE HOMELESS LIAISON, EDUCATIONAL EQUITY

Granite School District • 2500 South State Street • Salt Lake City, Utah 84115-3110

