

**CHERRY HILL PUBLIC SCHOOLS**  
Cherry Hill, New Jersey

F-10

**ADMINISTRATIVE PROCEDURE**  
**STUDENT FEE**

The Cherry Hill Board of Education has approved Policy # 3453.1: Student Fees for select extra curricular and co-curricular activities for all students in grades 6-12 beginning with the 2010-2011 school year. The purpose of this fee is to help defray the costs for of the active supplemental contracts issued to coaches/advisors, arrangements for transportation, officials, rental fees, uniforms, participation fees for these activities and which are funded by the general fund. **This is a one time fee per school year and permits students to participate in multiple activities.**

The fee collection and guidelines are as follows.

- All student fees and the completed Student Activity Form for athletics and extra curricular activities (see hand out for activities that require a fee) must be collected prior to the first try-out, organizational meeting or practice.
- Students who have not paid the student fee by the aforementioned dates may not participate in the activity until the financial obligation is met.
- Checks or money orders (not cash) are payable to Cherry Hill Schools and must be accompanied by a completed General Fee Form and mailed to the following addresses. Beginning in August 2012 parents may use PayPal to make on-line payments. There is a transaction fee (which is the responsibility of the parent) added to the cost of the activity fee when using this option. Any non-negotiable checks may be assessed a fee.

Cherry Hill High School East  
Guidance Office  
1750 Kresson Road  
Cherry Hill, NJ 08003-2598

Cherry Hill High School West  
Guidance Office  
2101 Chapel Avenue, W  
Cherry Hill, NJ 08002-2099

Beck Middle School  
950 Cropwell Rd.  
Cherry Hill, NJ 08003-1499

Carusi Middle School  
315 Roosevelt Dr.  
Cherry Hill, NJ 08002-1599

Rosa International Middle School  
485 Browning Lane  
Cherry Hill, NJ 08003-3160

- ❖ *For Parents who have children in both high school and middle school—send the check to their home high school. The forms will be processed by the high schools and your child's name/request will be forwarded to the appropriate middle school.*
- ❖ *Or log onto to <http://www.cherryhill.k12.nj.us/payments> to pay on line. Additional information and payment instructions can be found at this website.*
- The student fee for activities will be waived for any student who qualifies for and is registered in the free and reduced lunch program. Please note that beginning with the 2010-2011 school year, if you have not registered for free and/or reduced lunch programs by October 1<sup>st</sup> of the current year, you will not be eligible for these services for the entire

**BOARD OF EDUCATION**  
Cherry Hill, New Jersey

**POLICY 3453.1**

**STUDENT FEES**

Annually, the Board of Education and administration face the very difficult task of developing a budget which supports the goals of the Cherry Hill Public Schools and our commitment to a pre-eminent education and co-curricular programs, while recognizing the growing cost to local taxpayers. Co-curricular programs include athletics and other activities which students participate in that are supported by general education funds.

Our rich, diverse offering of co-curricular activities available to our students are considered an integral part of the middle and high school experience as well as an asset to the community. In order to continue to support the broad range of educational experiences, the Board of Education has determined that a fee must be implemented for students in grades 6-12.

The Board of Education will review this policy annually prior to the beginning of the school year and will receive the recommendations of the Superintendent or designee for both the annual fee for students as well as the maximum amount per family. Students eligible for free or reduced lunch are exempt, and other exemptions may be granted by the Superintendent or his/her designee for good cause. Non-exempt students who fail to pay the fee will be ineligible to participate in such co-curricular activities as are designated by the Superintendent and which receive funding from the general fund budget, until such time as the fee is paid. All fees must be paid prior to the first try-out or practice or the first organizational meeting for club or extra curricular activity.


<b><u>Legal References:</u></b>	<u>N.J.S.A.</u> 18A:17-34	<i>Receipt and disposition of moneys</i>
	<u>N.J.S.A.</u> 18A:19-13	<i>Petty cash funds</i>
	<u>N.J.S.A.</u> 18A:19-14	<i>Funds derived from pupil activities</i>
	<u>N.J.S.A.</u> 18A:23-2	<i>Scope of audit</i>
	<u>N.J.A.C.</u> 6A:23A-16.8	<i>Petty cash fund</i>
	<u>N.J.A.C.</u> 6A:23A-16.12	<i>Student activity funds</i>


Approved: August 24, 2010  
Revised: January 25, 2011




# Cherry Hill Public Schools

Malberg Administration Building  
 45 Ranoldo Terrace, P.O. Box 5015  
 Cherry Hill, NJ 08034  
 (856) 429-5600  
 Fax (856) 354-1864

Category	Activity	Beck	Carusi	Rosa	East	West
<b>Music</b> 	Belles of East				√	
	Brass Ensemble				√	
	Casual Harmony				√	
	Celebrations				√	
	Chamber Singers					√
	Color Guard, Indoor					√
	Fermata					√
	Glee Club	√	√			
	Lab Band				√	
	Madrigal Singers				√	
	Marching Band, Indoor or Outdoor				√	√
	Men of Note					√
	Percussion Ensemble, Indoor				√	√
	String Workshop				√	
Jazz Band or Ensemble	√	√	√	√	√	

Category	Activity	Beck	Carusi	Rosa	East	West
<b>Peer</b> 	Peer Leadership	√	√	√		

Category	Activity	Beck	Carusi	Rosa	East	West
<b>Academic</b> 	Chess Team				√	√
	DECA				√	√
	Forensics				√	
	Mock Trial Team				√	√
	School Store				√	

**CHERRY HILL PUBLIC SCHOOL DISTRICT  
REQUEST FOR FEE WAIVER OR REDUCTION**

**IMPORTANT: COMPLETE BOTH SIDES OF THIS FORM  
AND SUBMIT IT TO YOUR CHILD'S SCHOOL**

Student Name(s) \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Address \_\_\_\_\_

Parent/Guardian Phone: (home) \_\_\_\_\_ (other): \_\_\_\_\_

**Check off the following where applicable:**

\_\_\_\_\_ I am requesting a waiver of the Cherry Hill School District's Student Activity Fee

\_\_\_\_\_ I am requesting a waiver of the Mt. Misery program activity fee

\_\_\_\_\_ I am applying for reduced tuition at the Barclay Early Childhood Center  
Preschool Inclusion Program

\_\_\_\_\_ Other (specify): \_\_\_\_\_

based on the fact that my household currently qualifies for and is receiving free or reduced price  
school meals according to Child Nutrition Program criteria.

\_\_\_\_\_  
(PARENT/GUARDIAN SIGNATURE)

DATE: \_\_\_\_\_

**CHERRY HILL PUBLIC SCHOOLS**  
Cherry Hill, NJ

**STUDENT ACTIVITY FEE FORM**

**Please print the following information:**

Student's Last Name	Student's First Name	Primary Activity	School	Grade
<b>Student Address:</b>				
<b>Parent/Guardian #1 email address:</b>			<b>Parent/Guardian # 2 email address:</b>	

Parent/Guardian signature: \_\_\_\_\_  
 Amount of Payment: \_\_\_\_\_ Number of Participants: \_\_\_\_\_

High School Fee - \$80 per student  
 Middle School Fee - \$70 per student  
 Family Maximum Fee - \$150

**The fees are non-refundable.**  
 Please return this form to the **Guidance Office – “Student Activity Fee”**

If you choose to pay on line go to <http://www.cherryhill.k12.nj.us/payments/>. If you have children in both the Middle School and High School you must pay to the High School account for all children. There is a transaction fee (which is the responsibility of the parent) added to the cost of the activity fee when using this option.

We will continue to accept checks if you choose that method. Make checks payable to **“Cherry Hill Public Schools”**.

If you qualify for a family maximum fee (\$150) and have children in both Middle School and High School, please send one form and check to your child’s High School and that High School will process the form and inform the Middle School of eligibility.

Cherry Hill High School East  
 Guidance Office  
 1750 Kresson Road  
 Cherry Hill, NJ 08003-2598

Cherry Hill High School West  
 Guidance Office  
 2101 Chapel Avenue, W  
 Cherry Hill, NJ 08002-2099

Beck Middle School  
 950 Cropwell Rd.  
 Cherry Hill, NJ 08003-1499

Carusi Middle School  
 315 Roosevelt Dr.  
 Cherry Hill, NJ 08002-1599

Rosa International Middle School  
 485 Browning Lane  
 Cherry Hill, NJ 08003-3160

*If you would like to make a contribution towards aid to students who cannot afford the activity fee, please check this box and add the amount to your check.*