

702.A Collection of Unpaid Fees

I. PURPOSE

The purpose of this policy is to establish procedures for the collection of past due fees for goods or service provided by ISD# 390.

II. GENERAL STATEMENT OF POLICY

It is the policy of Lake of the Woods School District # 390 to provide services to students and members of the public at a fee set in advance and communicated in the student handbook, at lakeofthewoodsschool.org or by direct notice. Payment of these fees is required either in advance or time of service.

Coaches will not allow athletes to play in a scrimmage, a game or be issued a uniform until athletic fees are paid, or payment plan set-up with the district office, including a minimum down payment.

III. REQUIREMENT

If said service is obtained but not paid for, the student, or the member of the public relinquishes their rights to continue receiving services. The parent/guardians are responsible for charges incurred by students. Written notices to the parent/guardian, or member of the public, will be given regarding the delinquency. If the parent/guardian or member of the public refuses to pay, the school district will use legal means to collect unpaid fees.

Upon reaching a mutual written agreement to pay the outstanding fee, partial payment of 20% shall be made. If a written notice agreement is reached, services may continue with payments being made at the time of service for each occurrence. This method of payment shall continue until the delinquency is paid in full.

Failure to pay a delinquency will result in the Lake of the Woods District # 390 filing a claim with clerk of court.