

**Policy Type: Financial Policy**

**Title: School Fees Policy**

Effective: May 20th, 2026

**Purpose**

The purpose of this School Fees Policy is to establish general expectations, responsibilities, and procedures for Custom Class Charter School (“Custom Class”) in a manner consistent with applicable law, Utah State Board of Education rule, and the school’s flexible instructional model.

**1. General Policy Statement**

Custom Class adopts this policy to support lawful, safe, effective, and mission-aligned school operations. The Governing Board authorizes school administration to implement this policy through procedures, forms, training, and operational practices that are appropriate for Custom Class’s online, hybrid, community-based, and in-person programs.

This policy is intended to be applied flexibly and reasonably. When operational details are not specifically stated in this policy, school administration may establish procedures consistent with the policy, applicable law, and Board direction.

**2. Fees and Fee Schedule**

Custom Class shall not charge a school fee unless the fee has been properly noticed, reviewed, and approved as required by law. Any fee schedule shall be understandable to families and shall identify fees, fee maximums, and activities or courses to which fees apply.

Because Custom Class’s model is designed to reduce barriers to participation, school administration shall review any proposed fee carefully to ensure it is necessary, lawful, and consistent with the school’s mission.

**3. Fee Waivers and Appeals**

All fees subject to waiver shall be waived for eligible students in accordance with law. The school shall provide families with accessible information regarding fee waiver eligibility, application procedures, documentation, decision timelines, appeal rights, and alternatives to payment.

A student shall not be denied participation in a class, program, or school-sponsored activity because of inability to pay a waivable fee. Fee waiver requests and appeals shall be handled confidentially and promptly.

**4. Donations, Fundraising, and Revenue**

Donations and fundraising shall not be used to circumvent fee waiver requirements. Fee revenue and donations shall be budgeted, deposited, recorded, and spent in accordance with fiscal policy and applicable law.

## Administration and Review

School administration may maintain procedures, forms, training materials, agreements, and internal guidance necessary to implement this policy. The Governing Board may review and revise this policy periodically to reflect legal updates, USBE guidance, operational needs, or Board direction.

Nothing in this policy creates a private right of action, contract right, or entitlement beyond that required by applicable law. If any provision conflicts with controlling law, the law shall govern and the remaining provisions shall continue in effect.

## Certification

The undersigned officers and/or Board of Directors of Custom Class Charter School certify that this policy was duly adopted as of the date below.

Signature:



Matthew J. Middione - Board Chair

Signature:



Douglas Reed - Board Vice Chair

Effective Date: May 20th, 2026

Revised Date:

## References

R277-407; Utah Code § 53G-7-501 et seq.