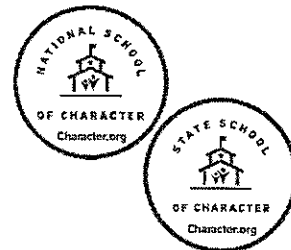




Cherry Hill Public Schools
CARUSI MIDDLE SCHOOL

315 Roosevelt Drive, Cherry Hill, NJ 08002 • (856) 667-1220 • www.carusi.us
 "Enter to Learn, Go Forth to Serve"



July 2016

Dear Parent / Guardian:

In accordance with Cherry Hill Board of Education Policy 3453.1 adopted in 2010, a student activity fee is being accessed for students who participate in sports and certain other extra-curricular activities at a Cherry Hill middle or high school during the 2016-2017 school year. The student activity fee rates are as follows:

Middle School	\$70 per student
High School	\$80 per student

The above rates are a one-time charge per student for the school year regardless of the number of activities that a student participates in with a family maximum of \$150 per school year. Activity fee payments are collected continually throughout the school year; payment is due to the Main Office prior to the student try-out for a covered sport or participation in certain extra-curricular activities. An exception will be made for those families that are eligible for free or reduced lunch. Both you and your student should be certain that they will be participating in a covered activity or trying out for a sport prior to submitting payment. **Student Activity Fees are NON-REFUNDABLE.**

A copy of the Board's Policy 3453.1: "Student Fees", along with a complete list of activities at all Cherry Hill Middle and High Schools which are subject to the fee under this policy are available on our website at <http://carusi.chclc.org/activities> or upon request in the Carusi Main Office.

Payment this year may be made in the form of a check/money order (no cash) made payable to "Cherry Hill Public Schools" or online at <http://www.chclc.org/parents>

Please note: A transaction fee, which is the responsibility of the parent, will be added to the cost of the activity fee for all online payments.



If you choose to pay online, payment reporting is **NOT** automatic, you must complete and return the enclosed payment form (gold attachment) **and attach a printed copy of your online payment receipt**. If you have children at both a Middle and High School you must pay the fee to the High School account for all students.

Your check/money order or a copy of your online transaction receipt must be submitted with the enclosed payment form (gold attachment) to the Carusi Main Office. If you also have a student at Cherry Hill High School West or East, please send one form with your students' full name and schools with your check to your student's high school, which will process the form and inform us of eligibility.

The Board of Education understands that some families, due to financial hardship, may be unable to pay all or part of the activity fee. Should you need to request an exemption or reduction, please complete both sides of the enclosed request form (*gray attachment*) and return it with the student activity fee form (*gold attachment*) to your child's guidance counselor who will review your situation and help you in obtaining an exemption. This matter will be held confidential.

If you have any questions regarding this matter, please contact my office at (856) 667-1220.

Respectfully yours,

Dr. John J. Cafagna
 Principal

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.

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

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

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

F-10

ADMINISTRATIVE PROCEDURE
STUDENT FEES

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 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. 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.*

- 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 1st, you will not be eligible for these services for the entire school year, and this could impact a waiver request as well. Other exemptions shall be granted by the Superintendent or designee (i.e. building principals) for good cause.
- If a student is permitted to join any activity after the fee payment date, he/she may not participate until the full payment is made and accompanied by the Student Activity Form.
- The payment of a student fee does not guarantee a certain amount of competition contest time, group activity event time, or certain roles, parts or designated responsibilities.
- **The activity fee must be paid for try-outs and is non-refundable.**

- The Head Coach/Advisor shall provide a final roster of students participating in the activity to Athletic Director/Building Principal.
- The district student fee as outlined in Policy 3453.1: Student Fees does not supplant any other fees assigned by the coach or advisor of the activity, nor any other supplemental costs or fundraising efforts.
- **The fees are non-refundable.**

Student Fee Structure (per family per building) is as follows:

- A. High School - \$80 per student (\$150 per family cap)
- B. Middle School - \$70 per student (\$150 per family cap)

Please complete the form on the attached page and return to your school as directed above.

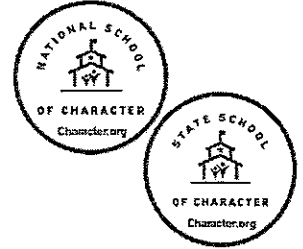
Approved: August 24, 2010

Revised: January 25, 2011



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CARUSI MIDDLE SCHOOL

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Student Activities at Carusi Requiring Payment of District Student Activity Fee

➤ Athletic Teams

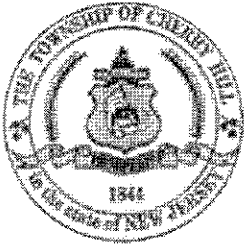
- Fall Sports (September – October)
 - Boys Soccer
 - Girls Soccer
 - Cross Country (Boys or Girls)
 - Field Hockey (Girls)
- Winter Sports (November – February)
 - Boys Basketball
 - Girls Basketball
 - Bowling (Boys or Girls)
 - Cheerleading
 - Wrestling
- Spring Sports (March – May)
 - Softball – Girls
 - Track (Spring)
 - Baseball – Boys

➤ Music

- Show Choir ("Glee Club")
- Jazz Band

➤ Student Life

- Peer Leadership
- Newspaper
- Yearbook
- Drama Club ("Carusi & Co.")




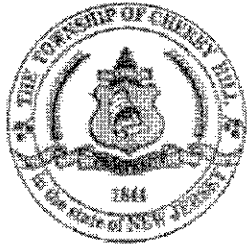
Cherry Hill Public Schools

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

Pursuant to Policy 3453.1 Student Fees and Procedure F-10: Student Fees, the following Athletic and Extra Curricular Activities will be subject to a one time fee per school year. The single payment per student will enable the student to participate in multiple activities. Please contact your principal if you have a question related to Student Fees.

All athletic levels for the following sports are subject to this fee.


Category	Activity	Beck	Carusi	Rosa	East	West
 Sports	Baseball – Boys	√	√	√	√	√
	Basketball – Boys & Girls	√	√	√	√	√
	Bowling – Boys or Girls	√	√	√	√	√
	Cheerleading	√	√	√	√	√
	Cross Country – Boys or Girls	√	√	√	√	√
	Dance Team					√
	Field Hockey – Girls	√	√	√	√	√
	Football				√	√
	Golf				√	√
	Lacrosse – Boys or Girls				√	√
	Soccer –Boys & Girls	√	√	√	√	√
	Softball – Girls	√	√	√	√	√
	Swimming – Boys or Girls				√	√
	Tennis				√	√
	Track, Spring	√	√	√	√	√
	Wrestling	√	√	√	√	√
Volleyball				√	√	




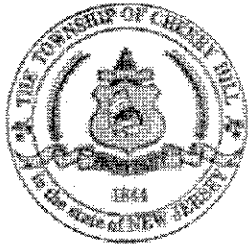
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Category	Activity	Beck	Carusi	Rosa	East	West
Music 	Belles of East				√	
	Brass Ensemble				√	
	Casual Harmony				√	
	Celebrations				√	
	Chamber Singers					√
	Color Guard, Indoor					√
	Fermata					√
	Glee Club	√	√			
	Lab Band				√	
	Madrigal Singers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


Category	Activity	Beck	Carusi	Rosa	East	West
Peer 	Peer Leadership	√	√	√		


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



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Category	Activity	Beck	Carusi	Rosa	East	West
Journalism 	Literary Magazines				√	√
	Newspaper	√	√	√	√	√
	School News On Line				√	
	Web page				√	
	Yearbook	√	√	√	√	√

Category	Activity	Beck	Carusi	Rosa	East	West
Fine or Performing Arts 	The Children's Show					√
	Drama	√	√	√		
	Fall Play/Show				√	√
	Lab Theater				√	√
	Mime				√	
	One Act Play Festival				√	√
	Photography Club				√	√
	Sound Lighting Crew				√	√
	Spring Musical/Show				√	√
	Stage Crew				√	√
	Theater Workshop				√	√

CHERRY HILL PUBLIC SCHOOLS
STUDENT ACTIVITY FEE FORM

2016-2017 Carusi

Please print the following information:

Student ID #	Student's Last Name	Student's First Name	Primary Activity	School	Grade

Parent/Guardian signature: _____

Amount of Payment: _____ Number of Participants: _____

Check here and return with receipt if you paid by credit card online at <http://www.chclc.org/parents>. *Please note: A transaction fee will be added to all online payments.*

- ✓ Please Make Checks payable to Cherry Hill Public Schools.
- ✓ **The fees are non-refundable.**
- ✓ Please return this form to the Main Office – “Student Activity Fee”

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

Check here and return if your family qualifies for the Free/Reduced lunch program. A Fee Waiver / Reduction Request Form must be completed and returned. *No payment is required if your family qualifies.*

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.

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.

**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: _____

SHARING INFORMATION WITH OTHER PROGRAMS

Dear Parent/Guardian:

In order to grant your request to waive or reduce the fee or other cost for the program you checked off because your student receives a free or reduced lunch, the School District must have your permission to share this information with the school principal or the principal's designee. This will require using information contained on your Free or Reduced Lunch Application or the Direct Certification information the District receives from the State of New Jersey. Sending in this form will not change whether your children get free or reduced price meals. Please check off the applicable box or boxes below, complete the remainder of the form, and return to your child's school.

- Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application or Direct Certification information with my child's school and the Cherry Hill School District's business office for the purpose of waiving the District's Student Activity Fee.

- Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application or Direct Certification information with my child's school and the Cherry Hill School District's business office for the purpose of waiving the Mt. Misery program activity fee.

- Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application or Direct Certification information with the Barclay Early Childhood Center and the Cherry Hill School District's business office for the purpose of obtaining reduced tuition for the Barclay Preschool Inclusion Program.

- Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application or Direct Certification information with _____ and the Cherry Hill School District's business office for the purpose of _____.

If you checked yes to any or all of the boxes above, fill out the form below to ensure that your information is shared for the child(ren) listed below. Your information will be shared only with the programs you checked.

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Signature of Parent/Guardian: _____ Date: _____

Printed Name: _____

Address: _____

Return this form to the Building Principal at your child's school. If your children attend more than one school, you must submit a form to each school attended. For more information, you may call the Principal's office at your child's school.