



Cherry Hill Public Schools  
**CARUSI MIDDLE SCHOOL**

315 Roosevelt Drive, Cherry Hill, NJ 08002 · (856) 667-1220 · <http://carusi.chclc.org>

*"Enter to Learn, Go Forth to Serve"*

**Dr. John J. Cafagna, Principal**

Dr. Julie Benavides, *Assistant Principal* · Mrs. Kelly McKenzie, *Assistant Principal*



Dear Parent / Guardians:

In 2010, the Board of Education implemented an Activity Participation Fee Policy for select extra-curricular and co-curricular activities for all students in grades six through twelve beginning with the 2010-2011 school year. The purpose of this fee is to help defray the costs of the active supplemental contracts issued to coaches/advisors, officials, arrangements for transportation, rental fees, uniforms, and participation fees for these activities which are funded by the general fund. **This is a one-time fee per school year and permits students to participate in multiple activities.**

Attached is a copy of Policy 2436 "Activity Participation Fee Program" along with the related district procedures. Also attached is a list of activities at our school that will be subject to the Activity Participation Fee, payment form that must be returned to the school with your payment, and a waiver/reduction request form for those who may need assistance. Please note the fee per **middle school student is \$70** and \$80 per high school student. A family shall not pay more than \$150 in total.

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.**

For families who have children in both high school and middle school, please submit the payment to the high school. The forms will be processed by the high schools and your child's information will be forwarded to the appropriate middle school. 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/payments>. Additional information and payment instructions can be found on the website.



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 (*green attachment*) to the Carusi Main Office. **PLEASE DO NOT MAIL PAYMENTS TO THE SCHOOL.** 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 return the attached request form along with the student activity fee payment (*green attachment*). The Building Principal will review your situation and make a determination. This matter will remain confidential.

If you have any questions regarding this matter, please contact the Carusi Main Office at (856) 667-1220.

Respectfully yours,

Dr. John J. Cafagna  
Principal

## Cherry Hill Board of Education

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## District Policy

### **2436- ACTIVITY PARTICIPATION FEE PROGRAM**

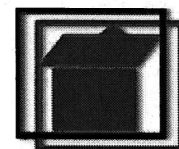
Section: Program  
Date Created: June, 2016  
Date Edited: June, 2016

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.

The district's rich, diverse offering of co-curricular activities available to all students is 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 six through twelve.

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 extracurricular activity.

Adopted: 28 June 2016



**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 1<sup>st</sup>, 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



Malberg Administration Building  
 45 Ranoldo Terrace, P.O. Box 5015  
 Cherry Hill, NJ 08034-0391  
 (856) 429-5600, ext. 4309 Fax (856) 354-1864

Pursuant to Policy 2436: Activity Fee Participation Program and the related Regulation found on the district's website (chcl.org) or at <https://tinyurl.com/y9a633hf>, 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
<b>Music</b>	Belles of East				√	
	Brass Ensemble				√	
	Casual Harmony				√	
	Celebrations				√	
	Chamber Singers					√
	Color Guard, Indoor					√
	Fermata					√
	Glee Club (Show Choir)	√	√	√		
	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				√	



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

Category	Activity	Beck	Carusi	Rosa	East	West
<b>Fine or Performing Arts</b> 	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				√	√

**STUDENT ACTIVITY FEE FORM**

**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.cherryhill.k12.nj.us/payments>  
*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 DISTRICT STUDENT ACTIVITY FEE WAIVER OR REDUCTION**

*Please complete all steps on this form and return as soon as possible.*

**Step 1**

Complete a Free and Reduced Price School Meals Application online using the link at [www.chclc.org/parents](http://www.chclc.org/parents) unless you have received a Direct Certification notice.

**Step 2**

Students' Full Name(s): \_\_\_\_\_

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

Mailing Address: \_\_\_\_\_

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

I am requesting a **waiver** of the Cherry Hill School District's Student Activity Fee. I understand that I may be contacted by the school to discuss my request and have provided a current working phone number where I can be reached.

**Step 3**

I agree 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 or reducing the district's student activity fee.

*If 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 and 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.*

\_\_\_\_\_  
Printed Name of Parent/Guardian

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**PLEASE RETURN THIS FORM WITH A STUDENT ACTIVITY FEE PAYMENT FORM**