

Dunlap Community Unit School District 323
Board of Education Meeting
December 17, 2025

ACTION ITEM

TO: Members of the Board of Education

FROM: Dr. Matt Andrews, Assistant Superintendent

SUBJECT: Board Policy 4:10 Revisions

PROPOSED ACTION:

That the Dunlap Board of Education approved the proposed edits to Board Policy 4:10 as presented.

BACKGROUND INFORMATION:

Board Policy 4:10 focuses on fiscal and business management for the district. The policy outlines the budget process—from planning to formal adoption and any potential amendments. The proposed additions to policy 4:10 outline the annual review and approval of any assessed fees as they relate to:

- School registration,
- Textbook use/rental fees,
- Technology fees,
- Specific course fees,
- Specific equipment fees,
- Extracurricular/co-curricular activities fees, and
- Other fees approved by the Board of Education.

The policy outlines the process to collect fees, including making families aware of the fee waiver process (Board Policy 4:140), entering into a payment plan, and a proposed process to collect uncollected fees. As of Friday, November 7, 2025, the district has a total of \$142,722.27 in uncollected student fees. Below, you will find a table breakdown for each building.

Building	Unpaid Fees
BES	\$3,290.00
DGS	\$6,034.95
HGES	\$3,264.85
RES	\$13,440.00
WW	\$11,410.00
DMS	\$11,344.30
DVMS	\$13,160.99
DHS	\$80,777.18
Total	<u>\$142,722.27</u>

Dunlap High School's total is considerably higher not only because there are more fees assessed at the high-school level, but also because unpaid fees accrue each year and follow from building to building.

Please feel free to contact me with any questions.