

Dunlap Community Unit School District 323
Board of Education Meeting
November 19, 2025

INFORMATION ITEM

TO: Members of the Board of Education

FROM: Dr. Matt Andrews, Assistant Superintendent

SUBJECT: Board Policy 4:10 Revisions

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.