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School District 13**
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To: Board of Education
Dr. Jon Bartelt

From: Ms. Valerie Varhalla

Re: Fees

Date: November 28, 2022

Background:

Continuing with the 2022-2023 school year, Pushcoin was the collection site for student registration fees. Parents were invoiced and notified through Pushcoin when they had a payment for school registration fees. As always, families were able to contact the District to set up a payment plan or apply for a student fee waiver.

Situation:

In reviewing the number of outstanding student accounts the district has, there is a large balance of outstanding student fees. Such fees date back several years ago to present. There are currently over \$13,000 in outstanding fees from 60 students who are no longer active in our district. In addition, we currently have approximately \$41,000 from 162 active students in outstanding fees. This represents over \$54,000 in total of uncollected fees. We are going through each account to verify balances as personnel has changed over the last several years as well as some students un-enrolled mid year. Although student fees are not the largest revenue collection from the district, it does still provide the district with revenue funds and recapturing those funds is important.

One of the issues, in relation to the outstanding balances, is the current fee collection system portal. The District is experiencing issues trying to reconcile each month and thus far, Pushcoin has been unresponsive in creating a report to do so. The District has also heard frustration from front Office staff as well as from parents as to the lack of user friendliness of the platform. It is becoming difficult to support our Office staff as well as parents when there is a question/problem. This District has contacted several other districts to get their input on their current fee collection platform and has been interviewing several companies to see if they could provide better data and service to our families. We will continue to research these platforms and are looking to get input from the Technology department, Office Staff as well as some of our parents.

Recommendation:

In the upcoming months, the Board will discuss fees for the 23-24 school year, determine if a more user-friendly fee service platform is available as well as determine if outstanding fees should be turned over to a collection agency.