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## MEMORANDUM

TO: Williamson County Board of Education

FROM: Juli L. Oyer, Assistant Superintendent of Elementary Schools

CC: Jason Golden, Superintendent of Schools

DATE: February 16, 2023

SUBJECT: Elementary Student Supply Fee

Elementary schools request approval of a \$25.00 voluntary student supply fee for instructional materials and supplies with an additional \$5.00 voluntary student supply fee for the purchase of student recorders in schools where recorders are used as part of music instruction.

The instructional materials and supplies purchased with the fees are to be consumables used directly by students. These materials and supplies are used as supplemental materials to the district's curriculum provided. Each school will have a grade-level listing of the materials and supplies that are being purchased on file.

The \$25.00 instructional materials and supplies fee, as well as the \$5.00 recorder fee, are the same fee requests as in previous years.

Schools will increase the fee amount for the credit card processing fee up to 5% of the WCS approved fee.

The fees are strictly voluntary.

Staff recommend approval.