

Zionsville Community Schools

Board of School Trustees Meeting "Item for Consideration"

New Business Item 6b • Date: August 10, 2026

General Fee Approvals

Category:

☒ Human Resources, Personnel/Staffing	☐ Curriculum, Instruction, Assessment	☐ Board Policy
☒ Finance, Budgeting, Accounting	☐ Student Services	☐ Other
☒ Facilities, Transportation, Nutrition	☒ Community Relations	☐

Type of Board of Trustees Consideration Sought:

Action	☒
Discussion	☐
Report	☐

Facts of this Matter:

Per State Board of Accounts (SBOA) guidelines, Zionsville Community Schools must obtain board approval for any fees that are charged. These fees have been initially authorized at various meetings over the past decade (or more) with the intention to continue until altered by a future board decision. While this item does not seek to increase any reauthorized fee, including the fee schedule here assists with the historical tracking of authorization. For consideration, two new fees have been added to our fee structure. The first seeks approval for the fee incurred when district staff send accounts on for third party collections. The second fee recommended is necessitated by the increase in device repairs that are not covered by insurance. Our building level technology personnel are spending increasing amounts of time providing repairs, ultimately saving families and the district thousands in replacement costs. Currently, costs have been shared with families for the parts cost alone. This fee seeks to assess a portion of the actual labor charge associated with those repairs.

The Leadership Team would like to seek approval for the following fees:

VIP Passes	\$5	Residents of Eagle or Union Twp, age 65+, good for free admission into any ZCS sponsored home, regular season event that is not considered a tournament, fundraiser, or an outside agency event. Also may be used for select PAC events. Fee covers administration and cost of the pass.
Employee Passes	\$0	Employees and a guest, good for free admission into any ZCS sponsored home, regular season event that is not considered a tournament, fundraiser, or an outside agency event. Also may be used for select PAC events.
Returned Check Fee	\$25	Fee to cover administration and cost incurred of returned financial items.
Employee Badge	\$10	Fee to cover administration and cost incurred of lost or damaged employee badges. New employee badges are provided free of charge.

Centegix Button	\$40	Fee to cover administration and cost incurred of lost or damaged Centegix Button. New employee buttons are provided free of charge.
Copy Fee	\$0.10	Per page for black and white copies
	\$0.25	Per page for color copies
ZCHS Campus Parking Fee for Student Parking*	\$50	Full year parking on ZCHS campus
	\$37.50	October through end of school year parking on ZCHS campus
	\$25	January through end of school year parking on ZCHS campus
	\$12.50	April through end of school year parking on ZCHS campus
Program Support Transportation Fee *	\$50	For any student group intending to travel more than 2 times per year.
Collections Fee	\$5.75	For any unpaid account that gets referred to our third-party collections process.
Tech Labor Charge	\$24/hr	For non-insurance covered device repairs.
* Allowance made for students on Lunch Assistance. Free lunch status = Free; Reduced lunch status = 50% of charge		

Objective POSITIVES related to this item or approach:

The district remains committed to good financial stewardship striving to minimize fees wherever possible. Authorizing free admission to employees and the senior citizen community seeks to honor their engagement in our school community while allowing the financial assistance for them to continue to do so. The remaining fees seek to offset the additional costs to ZCS based on their specific details,

These fees are not meant to be a financial windfall for ZCS, but rather to offset the additional costs incurred by the district.

The annual request for board approval of these district items seeks to streamline the approval process of multiple annual items, while providing a clear picture to the board and the community of all of these items in one location.

Objective NEGATIVES related to this item or approach:

None.

Opinion/Recommendation:

It is recommended that the Board authorize the Leadership Team to set the above fee structure.

Financial Implications, if any:

Approving the fee structure above will allow these situations to be cost neutral to ZCS.

Suggested Wording for a Motion, if any:

I move to approve the fee structure as presented for ZCS general fees, including the Program Support Transportation Fee and the ZCHS Campus Parking Fee.