

**ERVING SCHOOL COMMITTEE**

**NON-PAYMENT POLICY  
Erving Preschool Program**

The Erving Elementary School Preschool Program currently has a financial requirement for families to pay a specified tuition for each day their child attends school. Families are notified upon entering the program as to payment requirements and are billed monthly. These funds help to maintain a healthy financial position for the program.

Any time a family has not made timely payments, it is a cause for concern for the school. If payments are delinquent, the Principal has the authority to make all reasonable efforts to secure payment and may, on a short or long term basis, design a payment plan. The Principal may, under extenuating circumstances, waive all payments. The principal may suspend a family's participation in the program for non-payment of fees. The Superintendent shall be informed of any decision regarding changes in payment obligations (either the setting up of a timed plan, the waiving of payments, or suspension of a family's participation).

First reading: 04-24-07

Second reading, first vote: 05-15-07

Final vote: 09-18-07

Second Reading, First Vote: 05-19-15

Final Vote: 06-16-15