



Framingham Public Schools
Robert A. Tremblay, Ed.D. Superintendent of Schools

OFFICE OF FINANCE AND OPERATIONS
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MEMORANDUM

Date: May 1, 2020
To: Framingham School Committee
From: Lincoln D. Lynch IV, Executive Director of Finance and Operations
Re: FY20 Tuition and Fee Refunds

As a result of the COVID-19 situation and the closure of schools, my office along with the City Accountant's office, City Treasurer's office, Parent Information Center, School Transportation Department, School Technology Department, Framingham High School staff and many others have worked collaboratively to move towards the possibility of refunding families fees that had been paid during the 2019-2020 School Year. The efforts of many have contributed to the creation of a master list to understand the scope of the refund process. The process is an enormous undertaking that will take many hours and will be added to the already massive workload of both City and School staff. Additional information and updates will be provided as we move through the process. School Committee policy controls transportation and High School parking fees and because of that, School Committee must decide and vote as to whether or not to issue refunds at this time:

Transportation Fees

Fee structure: \$250 per student and \$500 maximum family cap

Number of refunds to be processed: 1,006

Challenges: We need to consider that if the School Committee decides to refund families without requiring each family to submit a W9 form, we will likely have returned checks due to inaccurate addresses on file. All parties involved in the refund process are still ironing out details. Many hours of work will be completed to add the payor to the City accounting system in order to generate payments to families.

FHS Parking Fees

Fee structure: \$125 per parking spot for the upper lot (senior class) and \$75.00 per parking spot at the lower lot (junior class)

Number of refunds to be processed: 161 Upper Lot + 143 Lower Lot = 304 Total

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The following are updates on the other non-School Committee controlled tuitions and fees that are paid by Framingham families:

Blocks Preschool Tuition

Fee structure: Tuition ranges from \$1,798/year (2 half day sessions per week) to \$7,782/year (Full Day, 5 days per week)

Number of refunds or credits to be processed: 207

UPDATE: BLOCKS tuition is paid in 9 installments throughout the year. Ms. Alvarez and I are working through the calculations for each family and will communicate with the Committee and families when a decision has been finalized. Payments due on April 1, 2020 will not be collected from families.

Afterschool Program Monthly Tuition Fees

Fee structure: Fee range is from \$150-\$1,000 per month. Varies by student schedule,

Number of refunds or credits to be processed: 287

UPDATE: CRD will be emailing all registered families to provide an option of credit to the account or a refund. Families will have an option to utilize the fees they had already paid either towards a summer program (if applicable) or Fall 2020.

Food Services/School Lunch Balances

Fee structure: Breakfast at all schools - \$1.75, Elementary School lunch - \$2.75, High School lunch - \$3.00, Middle School lunch - \$3.00, Reduced breakfast - \$0.30, Reduced lunch - \$0.40 Milk - \$0.60

Number of refunds or credits to be processed: 468 Senior accounts

UPDATE: The Food Service Department will be working with families either to refund or credit accounts. Balances may be refunded or transferred to a sibling for future use. All communications for credits or refunds should be directed to the Food Service Department, not MySchoolBucks.

CC: Dr. Robert A. Tremblay, Superintendent of Schools
Debbie Irvine, Assistant Director of Finance
Patricia DiSalle, FPS Acting Director of Transportation
Carolyn Banach, Framingham High School Principal
Rosario Alvarez, Director of Early Childhood Education
Tiffany Lillie, Director of Community Resource Development
Brendan Ryan, Food Service Department Administrator