

# **WESTLAKE CITY SCHOOLS**

## **Pay to Participate**

**Guidelines and Payment Form**

**2023 - 2024**

**Athletics, Clubs and Activities**

***We Educate for Excellence...***

**Empowering all students to achieve their educational goals,  
to direct their lives and to contribute to society**

## Westlake City School District Participation Guidelines for 2023 – 2024

A **Pay to Participate** fee schedule for athletics and extracurricular activities is approved by the Board of Education, effective beginning February 1, 2014. The guidelines for pay to participate are listed below.

1. The sports and extracurricular activities listed on the pay to participate fee form for Dover Intermediate School, Lee Burneson Middle School and Westlake High School will require a fee to participate.
2. There is an individual student cap on participation fees as follows:
  - High School.....\$315
  - Middle School.....\$175
3. To participate in a sport or activity, fees must be paid in full by indicated due dates. Payment plans, financial assistance or waivers are not available.
4. Fees may be paid by check or money order (payable to Westlake Board of Education); or by credit card: Visa, MasterCard or Debit Card using our online SPS [EZpay system](#)
5. All forms and fees must be returned in a sealed envelope with the student's name, to the main office of DIS, LBMS or WHS. A form must be completed and returned for each student, even if paying online.
6. The participation fee does not guarantee any student playing time.
7. If a minimum number of participants, as determined by administration, is not met for a sport or activity, that sport or activity will be canceled.
8. Fees are non-refundable with the following exceptions:
  - a. A sport or activity is canceled due to an insufficient number of participants
  - b. The student does not make the team
  - c. A student suffers a season-ending injury prior to the first game
  - d. The student moves out of the district prior to the first game
  - e. The student becomes academically ineligible before the first mandatory practice set by OHSAA
9. Questions for Pay to Participate should be directed to:

Westlake High School  
Mr. Rob Woods, Principal -Activities & Clubs  
Mr. Nick Ranallo, Director - Athletics  
(440) 835 - 6354

Lee Burneson Middle School  
Mr. DJ Shaw, Principal  
(440) 835-6340

Dover Intermediate School  
Mr. Nick Miller, Principal  
(440) 835-6325

**Westlake City School District**  
**Participation Guidelines for 2023 – 2024**  
**Westlake High School**

**Pay to Participate Payment Form:** This completed form must accompany full payment. Please complete a separate form for each student. *Please Print*

|  |                        |                     |
|--|------------------------|---------------------|
| <b>Name of Student:</b>  | <b>Grade:</b>          | <b>School:</b>      |
| <b>Address:</b>  |                        | <b>Phone:</b>       |
| <b>Name of Parent/Guardian:</b>  |                        |                     |
| <b>Date Paid:</b>  | <b>Amount Paid: \$</b> | <b>Student ID#:</b> |
| <b>Payment Type:</b> <input type="checkbox"/> Online <input type="checkbox"/> Check # _____ <input type="checkbox"/> Money Order |                        |                     |

Please list activities/sports and the corresponding fee.

|   | Activity/Sport  | Cost |
|---|---|------|
| 1 |   | \$   |
| 2 |   | \$   |
| 3 |   | \$   |
| 4 |   | \$   |
|   | (T) If Required One Time Transportation Fee (\$65.00) | \$   |
|   | <b>TOTAL</b>  | \$   |

There is a cap of \$315 on fee amounts by individual students

**Payment Deadlines for Sports:** Dates will be communicated by the Athletic Department  
 Checks made payable to **WESTLAKE BOARD OF EDUCATION**, along with this completed form, must be  
 made in full and returned to:

Jackie Massa at Westlake High School or Carrie Rendziak, Secretary to Athletics  
 27830 Hilliard Boulevard  
 Westlake, Ohio 44145

| Sport/Activity  | Fee   |    |  |      |    |                         |       |  |  |
|---|-------|----|--|------|----|-------------------------|-------|--|--|
| Academic Challenge  | \$35  | HS | Gymnastics (T)                             | \$55 | HS | Show Choir              | \$15  |  |  |
| Baseball (T)  | \$125 | HS | Key Club                                   | \$15 | HS | Soccer (T)              | \$125 |  |  |
| Basketball (T)  | \$125 | HS | Lacrosse - Boys (T)                        | \$55 | HS | Softball (T)            | \$125 |  |  |
| Cheerleading - FALL (T)                                   | \$55  | HS | Latin Club                                 | \$15 | HS | Spanish Club            | \$15  |  |  |
| Cheerleading - WINTER (T)                                 | \$55  | HS | Marching Band (T)                          | \$55 | HS | Student Activities      | \$15  |  |  |
| Chorus (Symphonic, Choral, Women's Ensemble and/or Mixed) | \$15  | HS | Men's Chorus and Octet                     | \$15 | HS | Swimming/Diving (T)     | \$55  |  |  |
| Computer Club   | \$35  | HS | Musical                                    | \$15 | HS | Tech Mates              | \$35  |  |  |
| Cross Country (T)   | \$55  | HS | National Art Honor Society                 | \$15 | HS | Tennis (T)              | \$55  |  |  |
| Debonaires (T)  | \$55  | HS | National Honor Society                     | \$15 | HS | Track (T)               | \$55  |  |  |
| Demonettes (T)  | \$55  | HS | Newspaper                                  | \$35 | HS | Volleyball (T)          | \$125 |  |  |
| Drama Club  | \$35  | HS | Pep Band                                   | \$15 | HS | WHBS TV                 | \$35  |  |  |
| Football (T)  | \$125 | HS | Science Olympiad (Gr.10 - 12 - Div. C) (T) | \$35 | HS | Wrestling (T)           | \$125 |  |  |
| French Club   | \$15  | HS | Science Olympiad (Gr.9 - Div. B) (T)       | \$15 | HS | Yearbook                | \$35  |  |  |
| Golf (T)  | \$125 |    |  |      |    |                         |       |  |  |
|   |       |    |  |      |    | (T) Transportation Fee* | \$65  |  |  |
|   |       |    |  |      |    | *One time Fee           |       |  |  |

Revised for 2023-2024 School Year

**Westlake City School District**  
**Participation Guidelines for 2023 – 2024**  
**Lee Burneson Middle School**

**Pay to Participate Payment Form:** This completed form must accompany full payment. Please complete a separate form for each student. *Please Print*

|   |                        |                     |
|---|------------------------|---------------------|
| <b>Name of Student:</b>   | <b>Grade:</b>          | <b>School:</b>      |
| <b>Address:</b>   |                        | <b>Phone:</b>       |
| <b>Name of Parent/Guardian:</b>   |                        |                     |
| <b>Date Paid:</b>   | <b>Amount Paid: \$</b> | <b>Student ID#:</b> |
| <b>Payment Type:</b> <input type="checkbox"/> <b>Online</b> <input type="checkbox"/> <b>Check # _____</b> <input type="checkbox"/> <b>Money Order</b> |                        |                     |

Please list activities/sports and the corresponding fee.

|   | Activity/Sport   | Cost |
|---|--|------|
| 1 |  | \$   |
| 2 |  | \$   |
| 3 |  | \$   |
| 4 |  | \$   |
|   | <b>(T) If Required One Time Transportation Fee (\$65.00)</b> | \$   |
|   | <b>TOTAL</b>   | \$   |

There is a cap of \$175 on fee amounts by individual students

**Payment Deadlines for Sports:** Dates will be communicated by the Athletic Department  
**Checks made payable to WESTLAKE BOARD OF EDUCATION,** along with this completed form, must be  
**made in full and returned to:**

Mrs. Laurie Bowles, Secretary at LBMS  
 2260 Dover Center Road  
 Westlake, Ohio 44145

| Sport/Activity/Club         | Fee         | Sport/Activity/Club                     | Fee         |
|-----------------------------|-------------|---|-------------|
| MS Academic Challenge       | \$15        | MS Honor's Orchestra                    | \$15        |
| <b>MS Basketball (T)</b>    | <b>\$55</b> | MS Jazz Ensemble                        | \$15        |
| MS Brigade                  | \$15        | MS Math Competition                     | \$15        |
| MS Builder's Club           | \$15        | <b>MS Science Olympiad (Div. B) (T)</b> | <b>\$15</b> |
| MS Cheerleading FALL        | \$55        | <b>MS Softball (T)</b>                  | <b>\$55</b> |
| MS Cheerleading - WINTER    | \$55        | MS Student Council                      | \$15        |
| <b>MS Cross Country (T)</b> | <b>\$55</b> | <b>MS Track (T)</b>                     | <b>\$55</b> |
| MS Drama Club               | \$15        | <b>MS Volleyball (T)</b>                | <b>\$55</b> |
| MS Environmental Club       | \$15        | <b>MS Wrestling (T)</b>                 | <b>\$55</b> |
| <b>MS Football (T)</b>      | <b>\$55</b> | MS Yearbook                             | \$15        |
|                             |             | <b>(T) Transportation Fee*</b>          | <b>\$65</b> |
|                             |             | <b>*One time Fee</b>                    |             |

**Westlake City School District**  
**Participation Guidelines for 2023 – 2024**  
**Dover Intermediate School**

**Pay to Participate Payment Form:** This completed form must accompany full payment. Please complete a separate form for each student. *Please Print*

|  |                        |                     |
|--|------------------------|---------------------|
| <b>Name of Student:</b>  | <b>Grade:</b>          | <b>School:</b>      |
| <b>Address:</b>  |                        | <b>Phone:</b>       |
| <b>Name of Parent/Guardian:</b>  |                        |                     |
| <b>Date Paid:</b>  | <b>Amount Paid: \$</b> | <b>Student ID#:</b> |
| <b>Payment Type:</b> <input type="checkbox"/> Online <input type="checkbox"/> Check # _____ <input type="checkbox"/> Money Order |                        |                     |

Please list activities/sports and the corresponding fee.

|   | Activity/Sport | Cost |
|---|----------------|------|
| 1 |                | \$   |
| 2 |                | \$   |
| 3 |                | \$   |
| 4 |                | \$   |
| 5 |                | \$   |
|   | <b>TOTAL</b>   | \$   |

Checks made payable to **WESTLAKE BOARD OF EDUCATION**, along with this completed form, must be made in full and returned to:

Ms. Joanna Oestringen, Secretary at DIS  
2240 Dover Center Road  
Westlake, Ohio 44145

|     | Activity/Club    | Fee  |
|-----|------------------|------|
| DIS | Greensleeves     | \$15 |
| DIS | Academic Contest | \$15 |
| DIS | Student Council  | \$15 |

**Westlake City School District**  
**Participation Guidelines for 2023 – 2024**

**Online Payment Option Information**

Westlake City Schools offers the option of paying your Pay to Participate fees online with your Visa, Master Card, and/or debit card. In order to make an online payment, simply access the Westlake City Schools website: [www.wlake.org](http://www.wlake.org) and click on the **SPS EZpay** Icon or [click here to be taken to the SPS EZpay link directly.](#)



If you have already created an **SPS EZpay** account, enter your username and password and process your payment in a similar fashion. If you do not have an **SPS EZpay** account, please follow the instructions for creating an account. In order to create an account, you will need your child's school district ID # (6-digit number). It can be found on your child's report card or schedule. If you do not have an ID number for your child, please contact your child's school.

Once logged into [SPS EZpay](#), navigate as follows:

- >Click Student Fees
- > Click on the fees you want to pay
- > Add to your basket

Please remember Westlake City Schools can only accept credit/debit card payments via online and not onsite. Please direct online payment inquiries to (1-866-693-9729), or email at [info@spsezpay.com](mailto:info@spsezpay.com).

Please note payments made online will be credited by the end of the next business day, and there is non-refundable \$1.50 a convenience charge per transaction to utilize this system.