

SAN LORENZO UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATIONS

Business and Noninstructional Operations

AR 3260 (a)

FEES AND CHARGES

The district shall charge only those fees specifically authorized by law. (5 CCR 350)

The following fees and charges are permissible if approved by the Governing Board:

1. Insurance for athletic team members, with an exemption for financial hardship (Education Code 32221)
2. Insurance for medical or hospital service for students participating in field trips and excursions (Education Code 35331)
3. Expenses of students' participation in a field trip or excursion to another state, the District of Columbia or a foreign country, as long as no student is prohibited from making the field trip due to lack of funds (Education Code 35330)
4. Student fingerprinting program (Education Code 32390)
5. School camp programs operated pursuant to Education Code 8760-8773 provided that the fee is not mandatory (Education Code 35335)
6. Personal property of the district fabricated by students, as long as the cost of the property does not exceed the cost of the materials provided by the district (Education Code 17551)
7. Home-to-school transportation and transportation between school and regional occupational centers, programs or classes, as long as the fee does not exceed the statewide average non-subsidized cost per student and so long as exemptions are made for indigent and disabled students (Education Code 39807.5)
8. Transportation to and from summer employment programs for youth (Education Code 39837)

***Note: In Fiscal Management Advisory 97-02, the CDE opines that it is permissible for a district to require students to purchase their own gym clothes of a district-specified design and color, so long as the design and color are of a type sold for general wear outside of the school. According to the CDE, once the gym uniforms become specialized (e.g., logos, school name), they then become "school supplies" and the district must provide the items free of charge. It's important to note that Education Code 49066 provides that a student's grade may not be adversely affected due to the fact that he/she does not wear standardized P.E. apparel due to circumstances beyond his/her control, such as lack of funds. ***

9. Physical education uniforms, so long as the design and color are of a type sold for general wear outside of the school. Specialized gym uniforms (e.g., logos, school name), if required by the school or the district, are "school supplies" and the district must provide the items free of charge. A student's grade may not be adversely affected due to the fact that he/she does not wear standardized P.E. apparel due to circumstances beyond his/her control, such as lack of funds.

Business and Noninstructional Operations (continued)

AR 3260 (b)

10. Rental or lease of personal property needed for district purposes, such as caps and gowns used by seniors in graduation ceremonies (Education Code 38119)
11. Deposit for band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
12. Fees for community service classes (Education Code 51815)
13. Eye safety devices, at a price not to exceed the district's actual costs (Education Code 32033)
14. Actual costs of duplication for copies of public records (Government Code 6253)
 - a. Cost of furnishing transcripts of former students beyond two copies during the 12 months immediately following the students departure from the district, not to exceed \$5.00 per copy.
 - b. Cost of furnishing transcripts of former students beyond the 12 months immediately following the students departure from the district, not to exceed \$5.00 per copy.
15. Actual costs of duplication for reproduction of the prospectus of school curriculum (Education Code 49091.14)
16. Food sold at school subject to free and reduced price meal program eligibility and other restrictions specified in law (Education Code 38084)
17. Fines or reimbursements for lost or damaged district property or damage to library property (Education Code 19910-19911, 48904)
18. Tuition for out-of-state and out-of-country residents (Education Code 48050, 48052, 52613; 8 USC 1184)
19. Adult education books, materials, and classes as specified in law (Education Code 52612, 60410)
20. Child care and development services (Education Code 8263)
21. Parking on school grounds (Vehicle Code 21113)
22. Actual direct cost of duplicating records subject to Public Records Act Requests, determined as \$0.25 per copy unless special paper or other materials are required.
23. If a request for electronic records either (1) is for a record normally issued only periodically, or (2) requires data compilation, extraction, or programming, copying costs shall include the cost of the programming.

Board Adopted: October 7, 2008

Revised: September 7, 2010