

Business and Noninstructional Operations

**FEES AND CHARGES**

When approved by the Governing Board, the Superintendent/designee may impose a fee for the following: (5 CCR 350)

1. Insurance for athletic team members, with an exemption providing for the District to pay the cost of the insurance for any team member who is financially unable to pay. (Education Code 32221)

*(cf. 5143 - Insurance)*

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 within the state or 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)

*(cf. 6153 - Field Trips)*

4. School camp programs in outdoor science education, conservation education, or forestry operated pursuant to Education Code 8760-8774, provided that the fee is not mandatory and no student is denied the opportunity to participate for nonpayment of the fee. (Education Code 35335)
5. Reimbursement to the District for the direct cost of materials used by students to fabricate property they will take home for their own possession and use, such as wood shop, art, or sewing projects kept by students. (Education Code 17551)

Home-to-school transportation and transportation between regular, full-time day schools and programs, or classes, as long as the fee does not exceed the statewide average nonsubsidized cost per student, the District provides a waiver based on financial need, and an exemption is made for any student with a disability whose individualized education program includes transportation as a related service necessary to receive a free appropriate public education. (Education Code 39807.5)

*(cf. 6159 - Individualized Education Program)*

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**FEES AND CHARGES** (Continued)

7. Sale or lease of personal computers or of Internet appliances that allow a person to connect to or access the District's educational network, provided that the items are sold or leased to parents/guardians at no more than cost and the District provides access to the school district educational network for families who cannot afford it. (Education Code 17453.1)
8. Actual cost of furnishing copies of any student records, except that no charge shall be made for furnishing up to two transcripts or two verifications of a former student's records or for reproducing records of a student with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies. (Education Code 49065, 56504)

*(cf. 5125 - Student Records; Confidentiality)*

9. Actual cost of duplication for reproduction of the prospectus of school curriculum or for copies of public records. (Education Code 49091.14; Government Code 6253)

*(cf. 1340 - Access to District Records)*

*(cf. 5020 – Parent-Guardian Rights and Responsibilities)*

10. Food sold at school, subject to free and reduced-price meal program eligibility and other restrictions specified in law. (Education Code 38084)

*(cf. 3550 - Food Service/Child Nutrition Program)*

*(cf. 3551 - Food Service Operations/Cafeteria Funds)*

*(cf. 3553 - Free and Reduced Meals)*

*(cf. 3554 - Other Food Sales)*

11. In accordance with law, replacement cost or reimbursement for lost or willfully damaged District books, supplies, or property, or for District property loaned to a student that the student fails to return. (Education Code 19910-19911, 48904)

*(cf. 3515.4 - Recovery for Property Loss or Damage)*

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**FEES AND CHARGES** (Continued)

12. Tuition for District school attendance by an out-of-state or out-of-country resident. (Education Code 48050, 48052, 52613; 8 USC 1184)

*(cf. 5111.1 - District Residency)*

13. Preschool and child care and development services, in accordance with the fee schedule established by the Superintendent of Public Instruction, unless the family qualifies for subsidized services or the program is exempted from fees by law. (Education Code 8239, 8250, 8263)

*(cf. 5148 - Child Care)*

14. Participation in a before-school or after-school program that is funded as an After School Education and Safety (ASES) program, or 21st Century Community Learning Center (21st CCLC), provided that fees are waived or reduced for families with students who are eligible for free or reduced-price meals and, in regard to ASES and 21st CCLC programs, fees are not charged if the District knows the student is a homeless or foster youth. (Education Code 8422, 8482.6)

*(cf. 6173.1 - Education for Foster Youth)*

Collection of Debt

Before pursuing payment of any debt that has accumulated from unpaid permissible fees, the Superintendent/designee shall provide an itemized invoice for any amount owed by the parent/guardian on behalf of a student or former student. The invoice shall reference District policies related to debt collection and the rights established pursuant to Education Code 49014 and 49557.5. For each payment received, the District shall provide a receipt to the parent/guardian. (Education Code 49014)

The Superintendent/designee shall not sell debt owed by a parent/guardian of a student or former student. (Education Code 49014)