



Chico Unified School District

1163 East Seventh Street, Chico, CA 95928-5999
(530) 891-3000

**Administrative
Regulation:**

#3260

Section: 3000

**Business and
Noninstructional
Operations
Page 1 of 6**

FEES AND CHARGES

When approved by the Board of Education, the Superintendent or 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)
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)
4. Student fingerprinting program, as long as the fee does not exceed the actual costs associated with the program (Education Code 32390)
5. 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)
6. 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)
7. Home-to-school transportation and transportation between regular, full-time day 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 an exemption is made for any student with a disability, or any student who is eligible for free or reduced-price meals, any student who is an English learner, or any student who is a foster youth (Education Code 39807.5)
8. Transportation for students to and from their places of employment in connection with any summer employment program for youth (Education Code 39837)
9. Deposit for school band instruments, music, uniforms and other regalia which school band members take on excursions to foreign countries (Education Code 38120)
10. An adult education or secondary school community service class in civic, vocational, literacy, health, family and consumer sciences, technical, and general education, not to exceed the cost of maintaining the class (Education Code 51810-51815)
11. Eye safety devices worn in courses or activities involving the use of hazardous substances likely to cause injury to the eyes, when being sold to students and/or teachers or instructors to keep and at a price not to exceed the district's actual costs (Education Code 32033)
12. Actual costs of furnishing copies of any student's 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



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Administrative Regulation:

#3260

Section: 3000

**Business and
Noninstructional
Operations
Page 2 of 6**

with a disability when the cost would effectively prevent the parent/guardian from exercising the right to receive the copies (Education Code 49065, 56504)

13. Actual costs of duplication for reproduction of the prospectus of school curriculum or for copies of public records (Education Code 49091.14; Government Code 6253)
14. Food sold at school, subject to the California Universal Meals Program, free and reduced-price meal program eligibility and other restrictions specified in law (Education Code 38084, 49501.5)
15. 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)
16. Tuition for district school attendance by an out-of-state or out-of-country resident (Education Code 48050, 48052, 52613; 8 USC 1184)
17. Adult education books, materials, transportation, and classes, except that no fee may be charged for classes in elementary subjects, classes for which high school credit is granted when taken by a person who does not hold a high school diploma, or classes in English and citizenship (Education Code 39801.5, 52612, 60410)
18. 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, 8213, 8252-8254)
19. Participation in a before-school, after-school, or intersession program that is funded as an After School Education and Safety (ASES) program, 21st Century Community Learning Center (21st CCLC), 21st Century High School After School Safety and Enrichment for Teens (ASSETs) program, or Expanded Learning Opportunity (ELO) program, 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, 46120)
20. Advanced Placement examinations for college credits, as long as the examination is not a course requirement and the results have no impact on student grades or credits in the course

Collection of Debt

Before pursuing payment of any debt that has accumulated from unpaid permissible fees, the Superintendent or 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 or designee shall not sell debt owed by a parent/guardian of a student or former student. (Education Code 49014)



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1163 East Seventh Street, Chico, CA 95928-5999
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**Administrative
Regulation:**

#3260

Section: 3000

**Business and
Noninstructional
Operations
Page 3 of 6**

EXHIBIT A

STUDENT FEES GUIDELINES

Advanced Placement (AP) Exams	Since AP exams are optional a charge may be made. A student's grade cannot be negatively impacted by the student's decision not to take the exam. The student shall provide materials or equipment required by the exam.
ASB Card	ASB cards may be sold; however, the requirement of buying a card to participate in athletics or other extracurricular activities is prohibited. All students should be provided an ID card free of charge.
Athletic Transportation	Athletic/student activity transportation is an optional service and the district may charge. Students whose parents/guardians are indigent are exempt.
Band Fees, Rental or Participation (Band, Academic Team)	<p>Students may not be charged a fee for either participation in the program or for cleaning of equipment. The district may charge students for repairs to, or replacement of, lost equipment.</p> <ul style="list-style-type: none">• Foundations/Boosters may provide uniforms• Consumables may be provided by the student (i.e., reeds, drum sticks, etc.)
Camps, Clinics and Competitions	<p>Camps or clinics paid for by the school are defined as school-sponsored. Those camps or clinics not paid for by the school are non-school sponsored. Participation in a non school sponsored camp or clinic cannot be a prerequisite or requirement for participation in a school sponsored sport or activity. The school may charge a fee for school camp programs, provided that payment of such fee is not mandatory. No student shall be denied the opportunity to participate in a school camp program because of nonpayment of the fee. The amount of the fee may not exceed the difference between any state, local, or federal funds generated by such a program and the cost of the services actually provided.</p> <p>The school principal, in conjunction with the coach or advisor, shall establish what kind of program is appropriate for a given group (number of trips, competitions, location, and events) and the cost. The school will determine how much can be supported by the school budget. Any additional costs will be covered by fundraising.</p> <ul style="list-style-type: none">• Organizations may not directly pay any district employee salary but may donate funds to the district to help defray program costs. Parent organizations may not enhance or increase the designated stipend as defined by the district salary schedule.• The school, the district, or employees shall not collect the fees for Foundation/Booster Organization sponsored events.• Participants <u>may not</u> be denied access to the full range of activities based on the contributions made or not made by their

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(530) 891-3000

**Administrative
Regulation:****#3260****Section: 3000**

**Business and
Noninstructional
Operations
Page 4 of 6**

	<p>parents/guardians or based on their parents/guardians' participation or nonparticipation in fundraising activities.</p> <ul style="list-style-type: none">• Foundations/Booster Organizations shall complete a facilities and equipment use request and pay customary fees for rental of fields, gyms or other buildings for non-school sponsored camps or clinics.
Cap and Gown	<p>As participation in the graduation ceremony is optional, a fee may be charged. Those interested may purchase a cap and gown from a vendor. Students unable to purchase or who choose not to purchase a cap and gown, may borrow a cap and gown from the school.</p>
Class Fees	<p>Fees and/or required fundraising for items as a condition of participation in the course shall not be imposed. Examples include shop fees (woodshop), food fees (home economics), and material fees (photography, art).</p> <p>Additional or upgraded materials used above and beyond course requirements shall be furnished or reimbursed by the student. Examples could include higher-grade wood and additional hardware for woodshop classes, additional photography paper for optional photos, and clay for extra projects to be fired and taken home.</p>
Club/Class Dues	<p>Mandatory dues/membership fees and/or mandatory fundraising for school-sponsored clubs/classes are not allowed.</p> <p>Dues assessed by state or nationally sponsored clubs such as National Honor Society and CSF are allowed.</p>
Dances	<p>Fees for these optional social events are allowed.</p>
Supplemental Field Trips (Field Trips during nonschool time, i.e., after school, weekend, holidays)	<p>Collection of student fees for field trips or excursions is allowed on a voluntary basis only.</p> <p>No student may be excluded from participating due to lack of funds.</p> <p>Academic grade or team eligibility may not be contingent to the payment of fees.</p> <p>Requests for school-sponsored trips involving out-of-state, out-of-country or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved in advance by the principal. Education Code does not permit use of site or district funds for out of state/country travel.</p> <p>Requests for school-sponsored trips involving out-of-state, out-of-country or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved</p>

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**Administrative
Regulation:****#3260****Section: 3000**

**Business and
Noninstructional
Operations
Page 5 of 6**

	in advance by the principal. Education Code does not permit use of site or district funds for out of state/country travel.
Instructional Program Field Trips (Field trips during the school day(s))	<p>Student may not be charged if the field trip is part of the required instructional program and ADA is being collected.</p> <p>Parent organizations, booster groups, foundations, or the school site may donate funds.</p> <p>Requests for school-sponsored trips involving out-of-state, out-of-country or overnight travel shall be submitted to the Superintendent or designee. The Superintendent or designee shall review the request and make a recommendation to the Board as to whether the request should be approved by the Board. All other school-sponsored trips shall be approved in advance by the principal. Education Code does not permit use of site or district funds for out of state/country travel.</p> <p>If ADA is being collected, a daily log of instructional activities is required in advance.</p>
Grad Night	This is not a school-sponsored activity; therefore, students may be charged.
Homecoming	Student may be charged for these optional social events.
Journalism/Yearbooks Topics	The requirement of students to sell ads for yearbooks and newspaper is permissible. It is a realistic requirement of journalism classes. Newspapers and yearbooks may be sold as they are optional.
Junior High School Club Sports	Club Sports are not operated by CUSD. Participation is optional and a fee may be charged by the Club. Club Sports operations and accountability measures are documented in the Club Sports Bylaws.
P.E. Clothes	Under no circumstance should students be required to purchase school logo P.E. uniforms; however, specific colors may be designated for wear in P.E. classes. Students' grades may not be affected for not wearing logo P.E. clothes, but may be affected for not wearing appropriate P.E. attire. (Safety can be a factor in determining what clothes would be allowed for P.E.)
P.E. Locks	A school may not charge for the use or purchase of locks. Locks are on loan to students. A fee may be charged for the replacement of lost locks. Students may not provide their own locks.
Physical Exam for Athletes	The school may provide a physician's service at reduced or no cost as a convenience; however, students can get a physical from the physician of their choice at the expense of the student.
Portfolio Assignments	Teachers can make their material preferences for portfolio assignments known, i.e., senior portfolios; however, if a student chooses to use different presentation materials, the student(s) grade may not be affected.
Senior Breakfast	The senior breakfast must be provided free of cost to the student if it is a part of the school day. A charge may be made for an optional event that

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**Administrative
Regulation:****#3260****Section: 3000****Business and
Noninstructional
Operations
Page 6 of 6**

	precedes or follows the events used to claim attendance (e.g., optional breakfast prior to graduation practice where graduation practice is the only required event). The purchase of senior spirit packs is also optional.
School Supplies	<p>Students cannot be required to bring specific types of materials to class (notebooks, colored pencils, dividers, etc.). Schools should have a supply of paper and pencils available for students' use.</p> <ul style="list-style-type: none">• Specific school supplies or materials cannot be required.• Supplies that are mandated must be supplied by the school.
Spirit Packs	Booster organizations may handle the sale of optional spirit packs. However, spirit packs cannot include any article that could be construed as part of a required P.E. or athletic uniform in these packs.
Student Parking	Student parking is optional. Fees are therefore permissible.
Summer/Off-Season Leagues	<p>Allowable options would include: league not affiliated with the school or funded by the Foundation/Booster Organization; league affiliated with the school and paid for with district funds.</p> <p>For those activities not part of the school program, references to the school district's endorsement or use of district uniforms are prohibited.</p> <p>Being involved in the summer league cannot be a requirement for participation during the school year.</p> <p>Organizations that charge for off-season leagues are required to pay facilities fees.</p>
Uniforms (Cheerleading, Performing Arts, and Athletic)	Students should not be required to buy a uniform or to fundraise in order to be issued one. Uniforms can be defined as whatever is expected to be worn during practice or competition. Exceptions include shoes, socks, and undergarments. Permissible options include: Foundation/Booster Club provides, district provides, or uniform provided "on loan" and returned to district for reuse.
Yearbook	<p>Schools may sell yearbooks. These are optional.</p> <p>It is permissible to require that photos be taken for inclusion in yearbooks since they are provided at no cost to the student.</p>
Workbooks	The sale of workbooks is not allowed. Instructional materials must be provided free of charge.