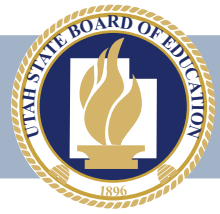


# School Fees

September 2020 Newsletter



## Fall Training:

It is requested that all Superintendents, Charter Directors, Board Chairs, Principals, School Fees Contacts, and Business Administrators attend the September training. If there are any other individuals in your LEA that also assist with school fees, please have them register for one of the following days:

**Wednesday, September 16<sup>th</sup>, 2020**  
**Noon - 3:00 p.m.**

or

**Friday, September 18<sup>th</sup>, 2020**  
**9:00 a.m. - Noon**



Topics discussed will include:

- Certificate of Compliance updates and submission requirements
- Statistical Report requirements
- Accounting for School Fees
- Corrective Action processes

To register and receive a link for the Webex training, please email: [schoolfees@schools.utah.gov](mailto:schoolfees@schools.utah.gov)

## Notifications:

The USBE Board approved changes to R277-407 in their September board meeting. Changes include:

- Updated curricular, co-curricular, and extra-curricular definitions to match those in 53G-7-501;
- Specified that fee schedules must be listed on each LEAs' schools' **publicly available** websites;
- Updated the list of notices in R277-407-6(8) to remove documents related to community service;
- Updated the TANF verification to include electronic screenshots;
- Clarified annual reporting requirements in R277-407-14.

In addition, the Board approved a change to R277-113-8 LEA Accounting Requirements. The change states:

*"(f) beginning with the fiscal year that begins on July 1, 2021, accrue school fees and fee waivers and use contra-revenue accounts to record fee waivers in the LEA's accounting system."*

## Upcoming:

### **Certificate of Compliance - Oct 1<sup>st</sup>**

#### *Verification of Emails:*

Verification of LEA contact lists are due **Sept. 15<sup>th</sup>**. 55% of LEAs have responded verifying this information.

#### *Distribution of Links:*

All electronic links to the Certificate of Compliance will be distributed on **Oct. 1<sup>st</sup>** to the individuals on these lists. The Certificate must be completed no later than **Oct. 31<sup>st</sup>**.

#### *Submission Status Update:*

On **Oct. 15<sup>th</sup>**, all Superintendents, Charter Directors, School Fees Contacts, and Charter Authorizers will be notified of their LEAs submission statuses.

### **Fee Waiver Notice & Applications - In Process**

#### *McKinney-Vento:*

McKinney-Vento students will be added to the eligibility sections of the notices and applications per R277-616.

## Training Focus:

**53G-7-503(2):** *(emphasis added)*

(a) An LEA **may not require a fee for elementary school activities** that are part of the regular school day **or for supplies** used during the regular school day.

(b) An elementary school or elementary school teacher may compile and provide to a student's parent a **suggested** list of supplies for use during the regular school day so that a parent may furnish on a **voluntary** basis those supplies for student use.

(c) A list provided to an elementary student's parent in accordance with Subsection (2)(b) **shall include and be preceded by the following language:**

"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

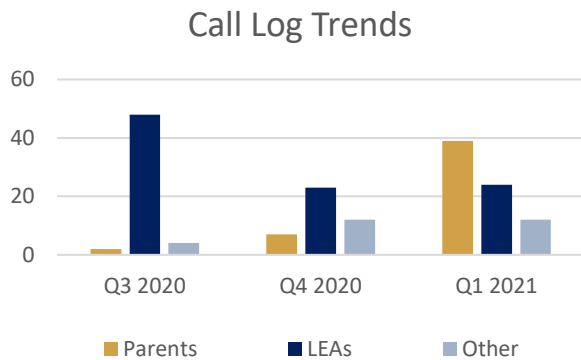
**R277-407-3(6):** *(emphasis added)*

(6) An elementary school or elementary school teacher may provide to a student's parent or guardian, a **suggested list** of student supplies for use during the regular school day so that a parent or guardian may furnish, **on a voluntary basis**, student supplies for student use, provided that, in accordance with Section 53G-7-503, the following notice is provided with the list:

"NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

## School Fees Team: What are we doing?

We have established a work group consisting of representatives from several districts and charters to discuss activity based costing. This work group will meet several times over the next couple of months to discuss what is needed for each LEA to move to activity based costing. A report will then be submitted to the Legislature by the November 30th deadline as required in 53E-3-520.



We have been receiving increased calls from parents, 48% of all school fees calls received for this quarter. The majority of these calls are concerning questions about fee waivers. Schools are required to send notice of fee waiver processes with registration materials to parents as per R277-407-6(7). Please ensure that principals are sending fee schedule and fee waiver information when students register for classes.

Please contact us with any additional questions or concerns at: [schoolfees@schools.utah.gov](mailto:schoolfees@schools.utah.gov)

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