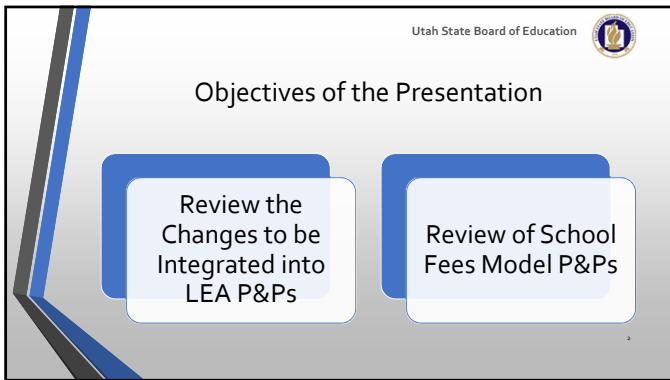
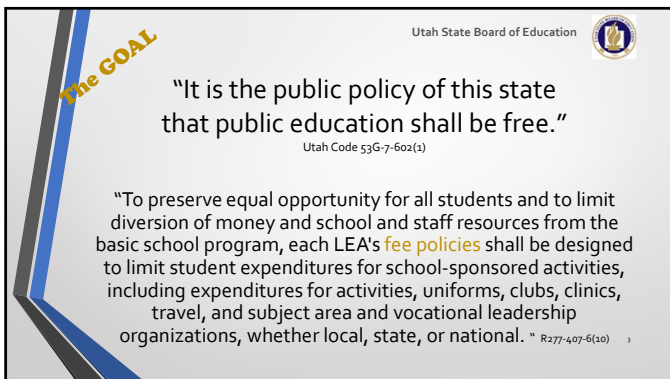



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USBE Implementation

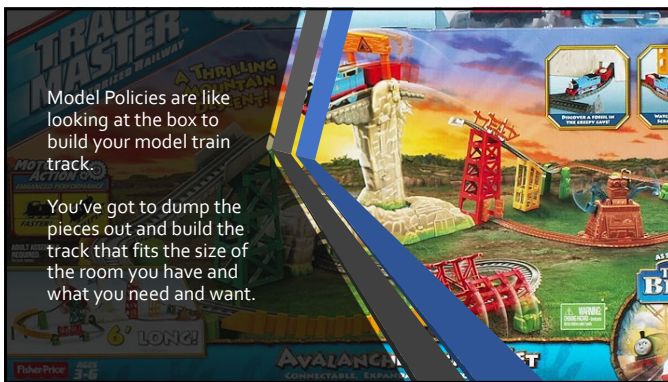
LEA Model Policies

- General School Fees
- Fee Waivers
- Fee Approval
- Fundraising and Donations

Training Webinars

- Available Now:
 - Introduction to School Fees
- Estimated Availability Year End:
 - What's new about School Fees for Parents
 - Local Board New & Old Responsibilities
 - Fee Waiver Administration (*Canvas Professional Development*)
- Available 1st Quarter 2020
 - How to Complete the Certificate of Compliance Report


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Model Policies are like looking at the box to build your model train track.

You've got to dump the pieces out and build the track that fits the size of the room you have and what you need and want.


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Review – General School Fees (Part 1)

- Purpose
- Scope
- References (criteria)
- Definitions
- General Policy




- Procedure
 - Fees in Elementary Schools
 - Class Projects
 - School Uniforms
 - School Activity Clothing
 - Textbook
 - Credit Recovery
 - School Sponsored and Supported
 - Event Gate Fees
 - After School Programs




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"Fee" includes:

- money or something of monetary value raised by a student or the student's family through *fundraising*; 
- charges or expenditures for a school field trip or activity trip, including related transportation, food, lodging, and admission charges; 
- payments made to a third party that provides a part of a school activity, class, or program; 

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**New*

School Uniforms & Activity Clothing

- School Uniforms:
 - **Not a fee** if you can purchase the uniforms from multiple retailers.
 - If the school uniform is expensive or prescriptive, it **is a fee**.
- Extracurricular or Co-Curricular Activities
 - Uniform or clothing required for extracurricular or co-curricular activities **are fees** and are subject to waivers.

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"Sponsored or Supported?"

- Authorized or
- Managed or
- Use school facilities or resources or
- Use public funds

Indicators that an activity or program is school supported or sponsored (not an exhaustive list):

- Free use of school property
- Free advertising
- Use of the school name
- LEA employees assisting (as part of their job)
- The LEA is handling the funds
- Use of school records to contact students or parents
- Teachers or coaches using their position to promote the activity or program to students
- Does NOT include official non-curricular clubs

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**New*


No Fees for Textbooks
effective School Year 2022 - 2023

“Textbook” means instructional material necessary for participation in an activity, course, or program, regardless of the format of the material.

- Includes: consumable workbook, computer hardware, software or digital content.
- Does Not Include: instructional equipment (typically becomes property of student) or instructional supply (consumable or non-reusable supply such as footwear, art brushes, wood).

R277-407-2(23) 10

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Review – School Fees Waiver Model Policy (Part 2)

- Purpose
- Scope
- References (criteria)
- Definitions
- General Policy Statement
- Procedures
 - Fee Waiver Administration
 - Fee Waiver Eligibility
 - Fee Waiver Approval Process
 - Appeal Process
 - Alternatives to Waivers
 - Prorating Fees
 - Fee Waiver Reporting


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Review – School Fees Approval Policy (Part 3)

- Purpose
- Scope
- References (criteria)
- Definitions
- General Policy Statement
- Procedures
 - School Fees Schedule Requirements
 - Determining the Fee Amount
 - Fee Schedule Approval Process
 - Fee Schedule Notification and Language Requirements



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What is a fee schedule?

- A **specific amount** for each fee
- A **maximum fee** ^{*New} amount per student for each activity
- A **maximum total** ^{*New} aggregate fee amount per student per school year
- A clear and easy to understand **fee delineation** and the fee total for each activity, class, or program
- The LEA's **fee waiver policy**
- A **spending plan** ^{*New} for each fee

Code References:
53G-7-905(3)
6377-407(8)


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Approval of School Fees Schedule

^{*New}
SY2020-2021



 April 1st Deadline


 Annually adopted in a regularly scheduled public meeting


 Shall provide opportunity for public comment during a minimum of two public governing board meetings

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Review – School Fees Fundraising Model Policy (Part 4)


- Purpose
- Scope
- References (criteria)
- Definitions
- General Policy Statement

- Procedures
 - Individual Fundraising
 - Group Fundraising
 - Reference to Financial Operations Policies & Procedures



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Fundraising *New

- No required individual fundraising
- An LEA may allow for required group fundraisers
 - No individual quotas
 - All activity participants share equally in proceeds
- An LEA cannot deny membership for those that don't participate in fundraising.
 - However, as a local decision, that is applicable to all activity members, can set reasonable requirements for group fundraising participation to corresponds to activity participation.

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Monitoring and Evaluation

- Certificate of Compliance Assurances and Statistical Reports
 - Reporting from Districts –
 - Due October 31st (This year was a new process – open to suggestion for a better process)
 - Findings from Reports –
 - Data analytics on statistical reports to evaluate confidence in numbers
 - Review for group and individual LEA training needs on new Utah Code and Rule requirements
 - Corrective Actions –
 - Beginning with or after the 2021-2022 school year, . . . the state board shall impose corrective action against [an] LEA, . . . UCA §53G-7-503(4)(a) and R277-407-16, R277-114

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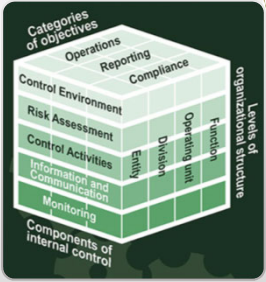
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The lens that will be used to evaluated LEA Policies


“Internal control is a **process** that helps an entity achieve its objectives. It is the first line of defense in safeguarding public resources”.

(GAO Accountability Framework)



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Resources

- USBE School Fees
schoolfees@schools.utah.gov
- Tamra Dayley, Project Lead
Tamra.Dayley@schools.utah.gov
- Ian Fitch, Project Staff
Ian.Fitch@schools.utah.gov
- Charity Goodfellow, Project Staff
Charity.Goodfellow@schools.utah.gov

<https://schools.utah.gov/schoolfees>


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Time for Questions and Answers



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Thank you.

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