



New Kensington-Arnold School District  
Right-To-Know Fee Schedule for Requests of Records

Requests should be submitted in written form (email, fax or letter) to:

New Kensington-Arnold School District  
Right-to-Know Officer  
Audrey Sleigh  
707 Stevenson Blvd.  
New Kensington, PA 15068

724-335-4401 ext 1064  
FAX 724-994-1213

FEES in Accordance with policy 801 Public Records		
A list of fees that may apply shall be provided to each requestor, posted in the district office, and be available electronically.		
The District shall not assess any fees for staff time or resources used to evaluate a request for access to public records.		
The District may require prepayment of estimated fees when the fees required to fulfill the request are expected to exceed \$100.00		
The Right-To-Know Officer shall ensure that the board policy governing access to public records and the list of applicable fees are posted in the district office.		
Page	1-10	No Fee
Page	11+	\$.25 Per page
Page +412	Pre-Paid Fee	\$100.00
Postage for standard envelope	No charge	
Postage (large envelope required)	Actual postage Cost	

Right to Know Officer: Audrey Sleigh, 707 Stevenson Blvd. New Kensington, PA 15068  
[asleigh@nkasd.com](mailto:asleigh@nkasd.com)