

## STUDENT FEES, FINES AND CHARGES

Students are routinely provided with school books, materials, etc in accordance with State law. It is the responsibility of the school, the student, and the parents to assure that such materials are returned after use in reasonably good condition.

When it is necessary to require reimbursement for damaged, lost, or destroyed school property, the following procedure shall be employed:

1. find out from the business office the original cost of the article or book;
2. depreciate the article or book over five years according to the following schedule:

EXAMPLE - Book - \$10 original cost

End of 1st year Charge 85% of original cost

End of 2d year Charge 70% of original cost

End of 3rd year Charge 55% of original cost

End of 4th year Charge 40% of original cost

End of 5th year Charge 25% of original cost

All requests for reimbursement shall be in written form to parents with a copy to the business office.

Revenues derived from this activity must be deposited in a timely fashion with the District Treasurer. Receipts must be provided to the student or parents.

Adoption date: June 21, 1993