

# REGULATION

## MONTGOMERY COUNTY PUBLIC SCHOOLS

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**Related Entries:** IPD-RA, JNA, JOA-RA, JFA-RA

**Responsible Office:** Chief Operating Officer

### Collection of Student Debts or Obligations

#### I. PURPOSE

To set forth guidelines for the collection of student debts or obligations

#### II. BACKGROUND

There are a number of circumstances which can cause a student debt or obligation.

- A. Students who do not comply with the regulations regarding use of school-furnished textbooks and who do not make restitution for misuse may be penalized by withholding replacement books or materials. However, students must be provided access to school-furnished books and materials required for course completion.

There are some expenses students will incur during their school years, which are related to school activities. Expenses may include voluntary purchases, such as, shoes for participation in interscholastic athletics, school newspapers, yearbooks, and class rings, etc.

- B. Maryland State law permits school systems to require restitution for damage, destruction, or substantial decrease in value of school property or property of another that is on school property as a result of a student's violation of a state or local law or regulation. (See Regulation ECC-RA, *Loss of MCPS Property*)

#### III. PROCEDURES

- A. Students are required to reimburse the school system in any case where they are responsible for the loss of or damage to public school property (building and grounds, books and materials, locks, etc.) up to \$2,500 unless referred to the Department of Juvenile Services.
1. In cases of financial hardship, a student may be given the opportunity to make restitution to the school by some alternate appropriate means.

2. The principal, in collaboration with the student and parent, is responsible for determining the appropriate action to be taken.
- B. Principals may withhold the sending of report cards if the student has an outstanding obligation to the school. However, parents may request and receive copies of their child's records, including report cards. (See Regulation JFA-RA)
  - C. Resident students may not be denied re-enrollment on the basis of unsatisfied obligations to the school.
  - D. Nonresident students may be denied re-enrollment on the basis of unsatisfied obligations to the school.
  - E. If the principal believes there is a need for legal action to be taken, he/she shall consult with the appropriate community superintendent or associate superintendent for Student and Community Services.
  - F. The collection and deposit of fees appropriate under this regulation shall be made according to approved MCPS procedures. (See also the *Manual of Procedures for Administering Independent Activity Funds*.)

**Regulation History:** New Regulation November 17, 2003.