

# SMYRNA SCHOOL DISTRICT

## *POLICY*

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<b>Section:</b>	<b>5000 Students</b>	<b>Office Responsible:</b>	<b>Finance</b>
<b>Policy:</b>	<b>5135 Financial Obligations</b>		
<b>Related Policies:</b>	<b>5146 Child Nutrition</b>	<b>Administrative Procedure:</b>	N/A

### **I. Purpose**

To establish responsibility for school and district obligations incurred by students.

### **II. Authority**

*Delaware Code, Title 14 §3922, and Title 14 §1049, §1722*

### **III. Definitions**

**School Property:** Includes anything loaned to a student that is owned by the district.

**Financial Obligation:** Money owed by students and their parents/guardians including, but not limited to:

- a. Restitution for loss of or damage to instructional materials and equipment
- b. Cafeteria debts greater than or equal to twenty dollars
- c. Restitution for property damage including damage to buildings, furniture, and vehicles.

**Extracurricular activities, events:** Any school district sanctioned event that does not count towards a grade.

### **IV. Policy Statement**

All school property provided by the Smyrna School District as loans to students without charge remain the property of the district, and students are expected to give them reasonable care. Smyrna School District Staff will be responsible for assessing the condition of all books and other property loaned to students for their use during the school year. Condition assessment shall be made prior to the items being loaned to the students, as well as upon their return.

### **V. Policy**

Students and their families shall be held accountable for clearance of all financial obligations to the school and district.

This accountability extends to the damage of property owned by the district and by those who perform a service for the district.

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Financial obligations must be met before students are eligible to participate in school sanctioned activities, including extracurricular events. The following events/activities shall not be compromised due to financial obligations: school clubs, athletics, band trips, and field trips. Exceptions may be granted in certain circumstances. Students actively paying on schedule with a payment plan are not to be excluded from extracurricular activities.

Smyrna School District Staff shall follow designated procedures for informing students and their parents/guardians of this policy and in collecting payments and reimbursements. Staff will collaborate with parents/guardians to determine a payment plan for meeting financial obligations as necessary.

This policy shall not preclude the district from seeking payment through appropriate legal means.

\*Italics indicate Delaware Regulation Administrative Code Title 14 wording

Board Approval Acknowledged by:



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Christopher Scuse, *President*  
Smyrna School District Board of Education

Policy Actions

Adopted:

Revised: