

# SMYRNA SCHOOL DISTRICT

## *POLICY*

<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>	<b>N/A</b>

### I. Purpose

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

### II. Authority

Delaware Code, Title 14 §1049, §1722, §3922, and §4136A

### III. Definitions

**School Property:** Includes anything owned or leased by the district.

**Financial Obligation:** Money owed by students and their parents/guardians including restitution for loss of or damage to school property.

**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.

Financial obligations (with the exception of outstanding debt for unpaid school meals) 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.

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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.

Board Approval Acknowledged by:



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Christine Malec, *President*  
Smyrna School District Board of Education

### Policy Actions

Adopted: 09/18/1996  
Revised: 08/16/2017  
12/13/2023  
10/16/2024