Bartlett City Board of Education		6006
Descriptor Term: **CARE OF SCHOOL PROPERTY**	Descriptor Code: **Student Services**	Issue Date: **06/23/2014**
	Rescinds:	Revised:

Students shall help maintain the school environment, preserve school property, and exercise care while using school facilities.

All District employees shall report all damage or loss of school property to the principal or designee immediately after such damage or loss is discovered. The Principal or his/her designee shall make a full and complete investigation of any instance of damage or loss of school property. The investigation shall be carried out in cooperation with law enforcement officials when appropriate.

When the person causing damage or loss has been identified and the costs of repair or replacement have been determined, the Superintendent or his/her designee shall take steps to recover these costs. This may include recommending the filing of a civil complaint in court to recover damages. If the responsible person is a minor, recovery will be sought from the minor's parent or guardian.[1]

In addition, the district may withhold the grades, diploma, and/or transcript of the student responsible for vandalism or theft or otherwise incurring any debt to a school until the student or the student's parent/ guardian has paid for the damages.[2] If a student and/or his/her parent dispute damages or the amount of damages, the Superintendent or his/her designee shall meet with them to discuss the matter. Within five (5) days of the meeting, the Superintendent or his/her designee shall notify the student and his/her parent of the final decision.

When the minor and parent are unable to pay for the damages, the Superintendent or his/her designee may meet with the parent in an attempt to reach an agreement. Upon payment or completion of an agreement between the Superintendent or his/her designee and a parent, the student's grades, diploma, and/or transcripts shall be released. Such sanctions shall not be imposed if the student is not at fault.[3]

[1] T.C.A. §37-10-101

[2] TRR/MS 0520-1-3-.03(15)

[3] T.C.A. §49-1-302(a)(14)