San Bernardino County Superintendent of Schools
Policy 4256.3,4356.3

PERSONAL PROPERTY DAMAGE REIMBURSEMENT

The County Superintendent of Schools shall pay the cost of replacing or repairing personal property, except cash, of classified, management or confidential employees that has been stolen, destroyed or maliciously damaged through no fault of the employee at a County Schools Facility up to $500 per year.

Reimbursement requests should be reviewed by Risk Management and forwarded for approval and payment to the Director of Internal Business. The Director may require a written report, receipts and. in the case of vehicle vandalism, a copy of the employee's auto insurance policy showing the amount of deductible required and the accompanying police report.

Approved: October 1996
Revised: January 2003
Revised: February 20, 2007