

<b>FREDERICK COUNTY PUBLIC SCHOOLS</b>		<b>Reg. No. 400-75</b>
<b>Subject:</b>	<b>RESTITUTION FOR DAMAGE TO SCHOOL PROPERTY</b>	<b>Issued:</b> <b>8/1/97</b>
<b>Preparing Office:</b>	<b>Office of the Superintendent</b>	<b>Amended:</b> <b>5/16/18</b>

- I. Policy
- II. Procedures

If a student violates a state or local law or a Frederick County Public Schools regulation and during or as a result of the commission of that violation, the student has damaged, destroyed, or substantially decreased the value of school property or the property of another that was on school property at the time of the violation, as part of the conference on the matter with the student, the principal shall require the student(s) or the student's parent(s) to make restitution. Restitution is subject to the following conditions:

- A. The restitution may be in the form of monetary restitution, or the student's assignment to a school work project, or both.
- B. If monetary restitution is ordered, it may not exceed the lesser of the fair market value of the property or \$2,500.
- C. The student's parents or guardians are notified of the restitution order via an obligation letter and/or invoice.
- D. Schools and/or the Accounting Department will be responsible for monetary collection of restitution using appropriate legal means, if necessary. However, neither the Board of Education, nor any of its employees, as agents, are required to pursue any collection efforts through the courts on behalf of any person entitled to restitution under this section.
- E. Restitution payments should be made payable to Frederick County Public Schools to repair or replace school property.
- F. Restitution may be requested by a school even if a student has been referred to the Department of Juvenile Services.
- G. The imposition of the order of restitution shall also be reported to the Director of Student Services and Senior Executive Secretary of Fiscal Services.
- H. See also §7-305 of the Education Article and §11-608 of the Criminal Procedures Article of the *Annotated Code of Maryland*.

Approved:

*Original signed by*

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Theresa R. Alban  
Superintendent