

REGULATION

ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

Related Entries: IH, IH-RA, JG

Responsible Office: DIVISION OF STUDENT SUPPORT SERVICES, DIVISION OF FACILITIES, DIVISION OF FINANCIAL OPERATIONS

CARE OF PROPERTY BY STUDENTS

A. PURPOSE

To establish procedures addressing students who violate State or local law or regulation and during or as a result of the commission of that violation damage, destroy, or substantially decrease the value of the property of the Board of Education of Anne Arundel County (Board) or the property of another that was on school property at the time of the violation.

B. BACKGROUND

Anne Arundel County Public Schools (AACPS) has a duty to care, control, and manage Board property. Furthermore, AACPS has a duty to establish policies and regulations for student discipline with the goal of maintaining an environment of order, safety, and discipline necessary for effective learning. State regulation requires that each local board of education adopt regulations requiring restitution from students who damage Board property or the property of another that was on Board property during or as a result of a violation of State or local law or regulation.

C. PROCEDURES

1. If a student violates a State or local law or regulation and during or as a result of the commission of that violation damages, destroys, or substantially decreases the value of the school property or the property of another that was on school property at the time of the violation, the principal or the principals' designee shall promptly arrange a conference with the student, the student's parent(s)/guardian(s), and other appropriate individuals.
2. As part of this conference, the principal or the principal's designee shall require the student's parent(s)/guardian(s) to make restitution, unless the student has been referred to the Department of Juvenile Services.
3. If a student vandalizes or damages school property and is suspended, the principal or the principal's designee shall require the student's parent(s)/guardian(s) to make restitution during a conference to be held during the suspension period, unless the

- student has been referred to the Department of Juvenile Services.
4. The restitution may be made in the form of:
 - a. Monetary restitution, not to exceed the lesser of the fair market value of the property or \$2,500;
 - b. The student's assignment to a school work project; or
 - c. Both monetary restitution and the student's assignment to a school work project.
 5. If the principal or the principal's designee determines that more than one student is responsible for the damage, destruction, or vandalism, the total restitution shall be divided equitably among the students responsible.
 6. The principal or the principal's designee shall submit a Work Order for damaged, destroyed, or vandalized school property to the Work Management Office of the Maintenance Division.
 7. The Work Management Office shall provide the principal or the principal's designee with the total amount of restitution for the school property damaged, destroyed, or vandalized.
 8. The principal or the principal's designee shall submit any monetary restitution made by the student(s) or parent(s)/guardian(s) of a student for damaged, destroyed, or vandalized school property to the Division of Financial Operations.
 9. Failure to comply with this regulation may result in discipline in accordance with the *AACPS Code of Student Conduct*, including the suspension or loss of privileges such as extracurricular, athletic, and senior activities. Diplomas may be withheld from students failing to make the restitution required by this regulation.
 10. Students and parents/guardians shall be made aware of the AACPS regulation regarding care of property by students annually.
 11. Student responsibility for materials of instruction are addressed in Policy IH and Regulation IH-RA – Materials of Instruction – Review, Evaluation, and Selection. Policy JG – Students – Course Related Fees provides guidance on allowable student course-related fees.

Regulation History: Issued 03/07/23

Note Previous Regulation History: Replaces Regulation 902.07, issued 06/06/73 and revised 05/20/91

Legal Reference: Code of Maryland Regulations 13A.08.01.11