**Policy:**

When school property has been willfully damaged or not returned upon demand, the School Director shall inform the parent/guardian in writing of the responsible student's alleged misconduct and the reparation that may be due.

This notice shall include a statement that JCS, Inc. (JCS) may withhold grades, diplomas, or transcripts from the student and parent/guardian until reparation is made.

Original Policy 12/09/05

Revised Policy 06/05/2020

Revised Policy 04/14/2023