WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS

When school property has been willfully damaged or not returned upon demand, the principal or designee 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 the district may withhold grades, diploma or transcripts from the student and parent/guardian until reparation is made.

<u>When a minor student willfully cuts, defaces, or otherwise injures real or personal property of</u> the district or does not return district property that has been loaned to him/her upon demand of a district employee, the student's parents/guardians may be required to pay the costs of all damages within the limits established pursuant to Education Code 48904. Until the student's parents/guardians have paid for the damages, the Superintendent or designee may withhold the student's grades, diploma, and/or transcripts. (Education Code 48904)

(cf. <u>3515.4 - Recovery for Property Loss or Damage)</u> (cf. <u>5121 - Grades/Evaluation of Student Achievement)</u> (cf. <u>5125 - Student Records)</u> (cf. <u>5131.5 - Vandalism, Theft and Graffiti)</u> (cf. <u>6161.2 - Damaged or Lost Instructional Materials)</u>

If reparation is not made, the district shall afford the student his/her due process rights in conformance with Education Code expulsion procedures and may withholdBefore withholding the student's grades, diploma-, and/or transcripts-, the Superintendent or designee shall inform the student's parents/guardians in writing of the student's alleged misconduct. (Education Code 48904)

(cf. 5145.6 - Parental Notifications)

The student shall be afforded due process consistent with procedures established for the expulsion of students. (Education Code 48904)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

If the student and <u>parent/guardian parents/guardians</u> are unable to pay for the damages or return the property, the <u>principalSuperintendent</u> or designee shall provide a program of voluntary work for the student to do. When in lieu of monetary damages. Upon completion of the voluntary work, the student's grades, diploma, and/or transcripts shall be released. (Education Code 48904)

WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS (continued)

When a student who is transferring into the district has had his/her grades, diploma, and/or transcripts withheld by the previous district, the Superintendent or designee shall continue to withhold the student's grades, diploma, and/or transcripts until notified by the previous district that the decision to withhold has been rescinded. (Education Code 48904.3)

Upon receiving notice that a student whose grades, diploma, and/or transcripts have been withheld by this voluntary work is completed district has transferred to another district in California, the Superintendent or designee shall provide the student's records to the new district and notify the new district that the student's grades, diploma-, and/or transcripts shall be released. are being withheld from the student and parents/guardians pursuant to Education Code 48904.

When a student from whom the district is withholding grades, diploma or transcripts transfers to another district, this information shall be sent to the new district with the student's records and a request that these items continue to be withheld until the new district receives notification that the debt has been cleared.

The Superintendent or designee shall <u>also</u> notify the student's parents/guardians in writing that <u>this district's the</u> decision to withhold <u>the student's grades</u>, diploma-<u>, and/</u>or <u>transcript</u> will be enforced by the new district. (Education Code 48904.3)

The district shall withhold grades, diploma or transcripts from any student transferring into the district whose misconduct caused a previous district to withhold them. When informed by the previous district that its decision has been rescinded, the district shall release these documents. (Education Code 48904(Education Code 48904.3)

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE 48904 Liability of parent 48904.3 Withholding grades, diplomas, or transcripts of pupils causing property damage or injury; transfer of pupils to new school districts; notice to rescind decision to withhold 48911 Suspension by principal, designee or superintendent 49069 Absolute right to access

Regulation PERI approved: May 13, 1992 revised: May 16, 2018 (Pending Board Approval)

PERRIS UNION HIGH SCHOOL DISTRICT Perris, California