

Downey Unified School District

ADMINISTRATIVE SERVICES

REIMBURSEMENT FOR LOSS, DESTRUCTION, OR  
DAMAGE OF PERSONAL PROPERTY

BP 6371.1

It shall be the policy of the Board of Education that reimbursement shall be made to any person for the loss, destruction, or damage by arson, burglary, or vandalism of personal property used in the schools of the District. Reimbursement shall be made only when approval is obtained on the District form provided with AR 6371.1 for the use of the personal property in the schools before the property was brought to school, and when the value of the property was agreed upon between the person or persons bringing the property and the school administrator.

No reimbursement shall be made for mysterious disappearance, accidental damage, or any other loss suffered because of lack of supervision by the owner.

The maximum reimbursement shall not exceed \$125 for each separate item or a total of \$250 in any school year. Before a claim is authorized for payment it shall be reviewed by the Assistant Superintendent, Administrative Services.