

**WITHHOLDING GRADES, DIPLOMA OR TRANSCRIPTS**

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

This notice shall include a statement that the district may withhold grades, progress reports, diploma or transcripts from the student and parent/guardian until reparation is made, except that records will be released to another school district to which the student has transferred.

*(cf. 5131.5 - Vandalism, Theft and Graffiti)*

*(cf. 6161.2 - Damaged or Lost Instructional Materials)*

Upon notification that grades, diploma, and/or transcript will be withheld, the student, parents or guardian may request an opportunity to meet with the appropriate school official to receive an explanation of the evidence of property damage and to provide their own evidence disputing the cause of the property damage and/or the amount of damage. This meeting must be requested within five (5) school days of the student/parents' receipt of the notice, or the right to a meeting is waived.

If the student and parent/guardian are unable to pay for the damages or return the property, the Superintendent or designee shall provide a program of voluntary work for the student. When this voluntary work is completed, the student's grades, diploma or transcripts shall be released. Alternatively, at the Superintendent's discretion, the district may release grades, diploma, or transcript if the student and parent/guardian are unable to pay reparations due to severe financial hardship.

Nothing in this policy is intended to prevent inspection of a student's records by his or her parents or guardians, or by the student if 18 or older.

*Legal Reference:*

ALASKA STATUTES

*09.65.255 Liability for acts of minors*

*14.03.115 Access to school records by parent, foster parent or guardian*

*14.30.710 Required records upon transfer*

UNITED STATES CODE

*20 USC 1232g, Family Educational Rights & Privacy Act*

CODE OF FEDERAL REGULATIONS

*34 C.F.R. 99.10, Parent inspection of education records*

*Revised 9/11*

*Reviewed 3/2015*

*Reviewed 1/2019*

*Reviewed 11/2021*