

Missoula County Public Schools
Students 3608

Withholding Transcripts, Grades, or Diplomas

The District may withhold the grades, diploma, or transcripts of a student responsible for the cost of school materials or the loss of or damage to school property until the student or student's parent or guardian satisfies the obligation.

Transfer of Student

Upon notice that the student for whom grades, a diploma, or transcript has been withheld has transferred to another school district in Montana, the District will provide written notification to the parent or guardian that the District will request the student's new school district to withhold the student's grades, diploma, or transcripts until the obligation has been satisfied. The District will also request the student's new school district to withhold the student's grades, diploma, or transcripts until the obligation is met and notify the new school district of the student's financial obligations to the District.

The District shall not withhold the student's grades or transcripts from the student's new school. Once the student or parent or guardian satisfies the financial obligation to the District, the District will notify the student's new school district of the satisfaction of the obligation.

Appeal

A student or student's parent or guardian may appeal the decision to request the student's new school to withhold the student's grades, diploma, or transcripts for obligations owed the District. The appeal shall be made in writing to the building administrator of the last school in the District attended by the student within 15 days of receipt of the notice to the student or parent or guardian that the District will request the new school district to withhold the student's grades, diploma, or transcripts for an outstanding financial obligation.

Within 15 days of receipt of the appeal, the building administrator shall issue a written decision to the student or parent or guardian denying the appeal, accepting the appeal, or modifying the obligation owed by the student.

If the student or parent or guardian is not satisfied with the response of the building administrator, the student or parent or guardian may appeal the building administrator's decision to the Superintendent within 10 days of the building administrator's decision. The Superintendent shall issue a decision within 15 days of the appeal. The Superintendent's decision shall be final.

Legal References:

§ 20-5-201, MCA Duties and sanctions

Policy History:

Approved at PN&P Committee on February 29, 2012 and posted for public.

Adopted on: April 10, 2012