

CHAPTER 7.00 - BUSINESS SERVICES

LOST OR STOLEN PROPERTY

7.76*

- (1) The principal or designee shall take the following actions when any school property has been vandalized, stolen, or lost:
 - (a) Notify the proper law enforcement agency immediately to provide such information as may be available if the property is believed to have been stolen;
 - (b) Notify the Office of Risk Management; and
 - (c) Notify the Superintendent with copy of written notice.
- (2) The custodian of the property records shall prepare a written report and recommendations to the Superintendent if the property is not recovered within thirty (30) calendar days.
- (3) The Superintendent shall report to the Board any property that has been lost or stolen if not recovered within thirty (30) calendar days after the discovery of the loss or theft; however, major losses shall be reported to the Board immediately. Such report shall include a recommendation that the property record be made inactive, and any information applicable to personal liability shall also be reported.

STATUTORY AUTHORITY:

1001.42, F.S.

LAWS IMPLEMENTED:

1001.43, F.S.

STATE BOARD OF EDUCATION RULE:

6A-1.087

HISTORY:

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