# FISCAL MANAGEMENT – RETURNED CHECKS

The Board shall permit individuals to use personal checks for the transaction of business with the District. If such checks are returned for non-sufficient funds, account closed, etc. the following shall apply:

a. A $20 service charge will be assessed each individual for each returned check.

b. A letter will be sent to the individual, from the Business Office, and they will have 30 days to reimburse the District. ~~After 30 days the matter will be turned over to the local police.~~

c. Any person who has a check returned to the District on more than two (2) occasions will be required to pay with cash or a money order for the remainder of the school year.

d. Names of repeat offenders will be placed on a confidential list to be distributed to the appropriate school personnel with instructions to accept no further checks from those named.

**APPROVED:** February 23, 1998
November 15, 2004
April 29, 2013
**DECEMBER 18, 2017**