

UNCOLLECTED NON-TAX REVENUE

The board will attempt to collect all revenues due from federal, state, local and non-tax sources. At the first meeting in a new fiscal year, the superintendent will prepare a list of uncollected non-tax revenues from the past fiscal year including but not limited to unpaid rentals, fines, fees, and other charges and the actions that have been taken to collect the receivables. If it appears that collection efforts are futile or efforts to collect the amount owed would not be cost effective in light of the amount owed or other circumstances, the Superintendent may recommend the debt(s) be written off with an explanation of the rationale for such action. The Superintendent may also recommend that the board contract with a commercial debt collection agency licensed in Washington State to collect debts owed to the District pursuant to RCW 19.16.500, including any charges for collection costs authorized by law, after direct collection efforts fail or recommend the Board to authorize legal counsel to pursue litigation. The Superintendent shall develop procedures to implement this Policy.

All collection of debts, including student fines or unpaid fees, shall also comply with the requirements of Policy 3520 and Procedure 3520P regarding student fines, fees and charges.

Cross Reference Policy 3520 and 3520P

Legal Reference RCW 19.16.500

Adoption Date: 07/23/2018