



Recognizing Potential-Maximizing Achievement

Medina City Schools

Medina High School

Principal
Bryan Farson

Associate Principals
Paul Worsencroft (A-E)

Andy Brenner (F-K)

Joel Morgan (L-R)

Julie McCabe (S-Z)

Athletic Director
Jeff Harrison

Medina H.S. Science Department - Equipment Breakage Guidelines 2010-11

The policy of the MHS Science Department for replacing broken glassware and etc. is as follows: The student will be assessed a fee for the broken item(s). The amount of the fee will be determined by referring to the most recent edition of the Fisher Scientific Equipment Catalog. The assessed fee will cover the cost of replacing the item(s) plus 10% to cover the cost of shipping/handling charges. The fees will be paid (at the HUB) and used to replace the broken equipment.



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Date: _____

Dear Parent/Guardian of:

_____ ID # _____

Throughout the school year, there may be a change in your student's fees. There are various reasons as to why this may occur. Please note your child's change below:

_____ **Fee** for _____ class that has been added to the schedule.

_____ **Refund** for _____ class which has been dropped in the amount of _____. A check will be mailed to you.

_____ **Fee** for replacement ID card in the amount of \$5.00

_____ **Rebind - \$8.00**

_____ **Lost Book (or)**

_____ **Damaged Book**

_____ (Description)

_____ (ISBN#) _____ Book # _____ \$ Amount

_____ **Other** _____

_____ **Charge authorized by** _____
(Teacher's Signature)

Please make checks payable to **Medina High School**. A return envelope is enclosed for your convenience.