

Superintendent File: EDB-R

MAINTENANCE AND CONTROL OF MATERIALS AND EQUIPMENT

All basic textbooks are loaned to students for their use during the school year. On occasion, students may be expected to provide other materials and supplies as approved by the administration.

Textbooks and other instructional materials issued by the schools are to be kept clean and handled carefully. An accurate accounting of all textbooks given to students will be made, and all books will be stamped with the District stamp. All textbooks will be numbered, and the number will be recorded, together with the name of the student to whom they were issued.

Students who lose books or damage them unnecessarily will be subject to a book fine.

Current practice codified 1978

Issued: date of manual adoption

Repealed by the Board and re-enacted and revised by the Superintendent: September 2, 2003

Douglas County School District Re. 1, Castle Rock, Colorado