

Related Entries: (Not identified at this time)

School Management of Educational Related Materials

The school principal shall be responsible for the proper care and storage of textbooks, JROTC uniforms, band uniforms, and any other uniforms loaned to students for performance purposes and any other educational material in the school. In order to ensure that textbooks, uniforms, musical instruments and other educational materials are properly stored and accounted for.

- (1) Students shall be informed in writing that textbooks, uniforms, musical instruments and other educational materials are “on loan” and that they are responsible for care and return of such materials issued to them.
- (2) All textbooks, uniforms, musical instruments and other educational materials shall be accounted for on forms prescribed by the DOE or the Superintendent.
- (3) Student progress reports, grade reports or other official documents shall not be withheld or delayed in order to collect assessments for lost or damaged materials. However, students may be prohibited from participating in extra-curricular activities for not returning or paying appropriate assessments for lost or damaged textbooks, uniforms, musical instrument or other educational materials or any other District owned property.
- (4) Teachers shall be required to periodically check for and report any missing materials.
- (5) Any textbook currently in use in the school's instructional program shall be provided upon the request of a parent/guardian at a cost which reflects the age and condition of the material.
- (6) A complete inventory of textbooks, uniforms, musical instruments and other educational material is shall be completed at the end of each course.

STATUTORY AUTHORITY: 1001.42, 1001.43, 1006.28, 1006.42, F.S.

Adopted: 1/6/09