

PATTONVILLE SCHOOL DISTRICT

EPS Code: EDBA

District Code: B710.2

MAINTENANCE AND CONTROL OF INSTRUCTIONAL MATERIALS

All instructional materials and equipment of the school system will be classified and catalogued according to an acceptable system. Textbooks will be made available to all children in sufficient quantity and at appropriate levels so that they are optimally useful to each child, and so that every teacher can meet both the planned curriculum sequence and the special instructional needs of the students.

All textbooks purchased by the schools are school property. Principals will be responsible for textbooks assigned to teachers and for conducting an inventory of all books at the end of the school year.

Each teacher will keep an accurate record of books issued to pupils. When books or other instructional materials are damaged or lost, the pupil responsible will be required to pay for the damaged or lost items.

All books and instructional materials issued, if feasible, will bear identification of school system.

All media materials, equipment and audio-visual aids will be adequately maintained. Obsolete materials and worn-out equipment will be replaced on a regular basis.

Adopted: June 30, 1981

Revised: March 19, 1984

Reviewed: February 11, 2003