

## **Maintenance and Control of Materials and Equipment**

The Board expects operation and maintenance of the school plant, equipment and services to set high standards of safety, to promote the health of students and staff and to support the efforts of the staff to provide effective instruction. Therefore, it shall be the policy of the Board to maintain all school properties in good physical condition.

The superintendent shall have the general responsibility for the care, custody and safekeeping of all school property. The superintendent shall establish such procedures and employ such means as may be necessary to discharge this responsibility within the provisions of this section.

### Textbook records

Each issuing teacher is to maintain a record of textbooks issued to the students. It will be expected that each textbook will receive only the normal wear and tear during the period of use. Students may be fined for damaged textbooks.

Adopted: 08/25/77

Revised: 11/22/77, 08/13/15

CROSS REF.: JN, Student Fees, Fines and Charges