

## **DAMAGED OR LOST INSTRUCTIONAL MATERIALS AND EQUIPMENT BP 6161.2**

Note: The following sample policy may be revised or deleted to reflect district philosophy and needs.

The School Board recognizes that instructional materials are an expensive district resource. The Superintendent or designee may establish procedures in accordance with law to protect instructional materials from damage or loss.

Instructional materials and equipment provided for use by students remain the property of the district. Students are responsible for returning borrowed materials in good condition, with no more wear and tear than usually results from normal use.

When materials and equipment are lost or so damaged that they are no longer usable, the student shall be responsible for reparation equal to the current replacement cost of the materials. When materials are damaged but still usable, the Superintendent or designee shall determine a lesser charge.

If it can be demonstrated to the Superintendent or designee's satisfaction that the student has taken all reasonable precautions to safeguard instructional materials and equipment issued to him/her, the Superintendent or designee may excuse the student/parent/guardian from payment of reparation.

*(cf. 5131.5 - Vandalism, Theft and Graffiti)*  
*(cf. 3515.4 Recovery for Property Loss or Damage)*

*Revised 09/2024*