

## **MAINTENANCE AND CONTROL OF INSTRUCTIONAL MATERIALS**

Instructional materials and equipment of the South Shore School District shall be classified and catalogued according to an acceptable system. Textbooks shall 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 of the district and the special instructional needs of the children.

All books, courses of study, materials and equipment issued to teachers shall remain the property of the school district. The administrator shall be responsible for textbooks, equipment and materials assigned to teachers and for an inventory of all such materials at the end of the school year. Each teacher shall be responsible for keeping an accurate record of books issued to students.

LEGAL REF.:	Sections	120.10 (15)	Wisconsin Statutes
		120.13 (5)	

CROSS REF.:	363.3, Technology Concerns for Students with Special Needs
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APPROVED:	August 24, 1988
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REVISED:	March 12, 2009
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