## **CARE OF SCHOOL PROPERTY**

Instructional staff shall be responsible for all books and supplies provided for the use of pupils. Upon the discovery of damage to the school property, staff shall report such damage to the principal in a timely manner.

All staff shall be responsible for all District property provided for their use in fulfilling their job requirements. They shall immediately, upon the discovery of damages to District property, report the same to their supervisor.

\*\*\*\*\*\*\*\*

POLICY ADOPTED REVISED RENUMBERED REVISED REVISED November 14, 1962 January 13, 1986 May 12, 2003 March 22, 2004 October 24, 2011