

CLASSIFICATION: Instruction

ADOPTED: 1/22/75

REVISED: 3/23/18

SUBJECT: **Obsolete and Damaged or Lost
Educational Materials and Resources**

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The County Board of Education and County Superintendent of Schools recognizes that instructional materials are an expensive resource and that each student is entitled to sufficient instructional materials in accordance with law. Instructional materials provided for use by students remain the property of the school districts or schools and programs operated by the County Superintendent of Schools. Students are responsible for returning borrowed materials in good condition, with no more wear and tear that usually results from normal use.

OBSOLETE EDUCATIONAL MATERIALS AND RESOURCES

Educational films, videos, and school library books used in kindergarten through grade 12 programs and determined to be obsolete and/or unusable shall be disposed of by the County Superintendent of Schools in accordance with state law.

DAMAGED OR LOST EDUCATIONAL MATERIALS AND RESOURCES

The County Superintendent of Schools may charge school districts or students in schools and programs operated by the County Superintendent of Schools for any loss or damage to educational instructional materials provided by the County Superintendent of Schools.

The terms of the reimbursement are to be decided by the County Superintendent of Schools or his/her designee and the district superintendent, chief officer of a nonpublic school entity, or administrators of the County Superintendent of Schools. In no case is the charge to exceed the repair or replacement costs of the material lost or damaged.

Derivation: Former Board Policy No. 6741.8, Disposal of Obsolete Material, Adopted 1/22/75. Renamed, Amended, and Renumbered Administrative Regulation No. 6173, 12/13/95. Technical Revision 10/20/15. Amended and Renumbered No. 6161.1, 3/23/18.

SAN DIEGO COUNTY OFFICE OF EDUCATION

**ADMINISTRATIVE
REGULATION NO. 6161.1**

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Legal Reference: Education Code
18121, 48904, 48904.3, 60110 – 60511, 60411, 60530
Civil Code
1714.1
California Code of Regulations, Title 5
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