

**CLOVIS UNIFIED  
SCHOOL DISTRICT****INSTRUCTION****Instructional Materials and Equipment****DAMAGED OR LOST INSTRUCTIONAL MATERIALS**

**PURPOSE:** To set forth procedures for replacement of instructional materials that are lost or damaged by students.

The Board recognizes that instructional materials are an expensive resource and that each student is entitled to sufficient instructional materials in accordance with law. The Board provides textbooks, technology, equipment, library/research materials, and physical learning environments for student use in the learning process. These items remain the property of the District and proper utilization and care of these items are necessary to ensure fair use and access by all concerned. Students are responsible for returning borrowed materials in good condition, with no more wear and tear than usually results from normal use.

When materials are lost or so damaged that they are no longer usable, the student shall be issued a replacement material. However, students or parents/guardians may be responsible for reparation equal to the current replacement cost of the materials. The Superintendent or designee may excuse the student or parents/guardians from payment of reparation if it can be demonstrated to the Superintendent or designee's satisfaction that the student has taken all reasonable precautions to safeguard instructional materials issued to him/her. When materials are damaged but still usable, the Superintendent or designee shall determine an appropriate charge.

If reparation is not excused and not paid by the student or parent/guardian, following appropriate due process, the District may withhold the student's grades, diploma and transcripts in accordance with law, board policy, and administrative regulation.

Adopted: 11/18/2020 (moved provisions from BP 4604)

**EDUCATION CODE**

48904 Willful misconduct; limit of liability of parent or guardian

48904.3 Withholding grades, diplomas or transcripts of students causing property damage or injury

60119 Public hearing on sufficiency of materials

60411 Purchase and use; property of District

**CIVIL CODE**

1714.1 Liability of parent or guardian for act of willful misconduct by a minor

**CODE OF REGULATIONS, TITLE 5**

305 Student responsible for care of property