

NORTH KINGSTOWN SCHOOL COMMITTEE
POLICY MANUAL

TEXTBOOK AVAILABILITY, MAINTENANCE AND CONTROL

PURPOSE:

This policy is established to set forth the expectations of the North Kingstown School Committee in regards to the providing, and maintaining desirable and necessary textbooks for all students of the North Kingstown School Department.

PHILOSOPHY:

The North Kingstown School Committee acknowledges the role and necessity that textbooks play in the overall conduct of the educational program of the School Department and the importance of such texts being up-to-date and in sufficient quantity and quality to assure their availability to every student at grade and subject matter appropriate.

POLICY STATEMENT:

To assure compliance with the purpose and philosophy of this policy, the following policy statements shall be adhered:

1. It shall be the policy of the North Kingstown Schools that no shortage of any approved or required textbooks shall occur.
2. Every student shall be provided with a textbook for any subject where the textbook is required. Where multi-textbooks are used in a class to study a given topic, the teacher shall be responsible to see the texts are rotated among the students to insure students have adequate access to those books for which they will be held accountable.
3. Students may take books home for study under reasonable rules established by the Principal if the content is material to the subject or if the student is pursuing an individual interest.
4. Principals shall submit in writing to the Superintendent a detailed list of any textbook shortages by September 30 of each year. This procedure shall take place during the school year as necessary. The Superintendent will examine the request and if he concurs, identify the funds to purchase the needed books.
5. The practice of classes within departments sharing books shall occur only under the following conditions:
 - a. Where the sharing classes will be using the texts in question at different times of the year.
 - b. Where classes might be using the books on the same day but at different times.
 - c. Where the books are used as classroom references and not for outside study.

Adopted: August 17, 1977
Amended: December 6, 2006