



Mitchell School District 17-2 POLICY

Category	Approval								
Series 900 : Students	<table><tr><td>Adopted</td><td>Revised</td></tr><tr><td>4/27/87</td><td>10/22/01, 08/12/12</td></tr><tr><td colspan="2">Reviewed</td></tr><tr><td colspan="2">10/12/09</td></tr></table>	Adopted	Revised	4/27/87	10/22/01, 08/12/12	Reviewed		10/12/09	
Adopted	Revised								
4/27/87	10/22/01, 08/12/12								
Reviewed									
10/12/09									

Lending of Textbooks to Non-Enrolled Students

MSD 974

MITCHELL SCHOOL DISTRICT NO. 17-2

LENDING OF TEXTBOOKS TO NON-ENROLLED STUDENTS 974

Textbooks will be loaned to children ages 5 through 19 who are not enrolled in the school district or a school supported by any other governmental entity upon written request by the child or the child's parent or guardian prior to May 1st preceding the school term of use. Textbooks include print and digital materials, but not computer hardware.

Textbooks loaned shall be the same textbooks normally used by the student enrolled in the schools.

If new textbooks must be purchased to meet the request of children not enrolled in the schools, the Board may limit the number of textbooks per student to be purchased for loan to the same amount of new textbooks that is furnished to the students enrolled in the schools.

Textbooks are any instructional materials that constitute the principal source of teaching and learning for a given course of study including print and digital materials, but not including computer hardware.

LEGAL REFS: SDCL 13-34-23,24

Adopted: April 27, 1987
Revised: 10/22/01, 8/12/12
Reviewed: 10/12/09

10/22/01 revision renumbered the policy from 972.3 to 974 and incorporated the receipt forms into the policy.
8/13/12 revised entire policy.
6/24/13 revision included last paragraph of policy and changed SDCL reference.

RECEIPT FOR LOAN OF TEXTBOOKS/PRIVATE SCHOOL

The textbooks listed below have been received by _____,
an accredited non-public school operating within Mitchell School District 17-2.

These textbooks are placed on permanent loan to students enrolled at the stated school and must be provided to them without rental fee or other charges, except that the parents or guardians may be required to pay for replacement or repair of lost or damaged books.

The stated school assumes full accountability for the listed materials and must maintain them in usable condition until they are recalled or replaced by Mitchell School District, except that any books annotated as "consumable" need not be returned. The cost of replacement or repair of lost or damaged books is the responsibility of the receiving school.

This loan agreement is permanent in nature but the listed materials are subject to immediate recall if the number of books placed at the school exceeds enrollment at any grade or grades. The textbooks are also subject to recall at the end of any school year or if any change in SDCL 13-34-24 of the SDCL should affect this agreement.

I hereby acknowledge the receipt of the following textbooks on free loan under School Board Policy 974:

I am the administrator for the private school identified above.

Signed _____ Date _____

Witness _____ Date _____

This form will be returned to and filed in the Office of the Superintendent of Schools.

RECEIPT FOR LOAN OF TEXTBOOKS/PERSONAL LOAN

The textbooks listed below have been received by _____,
a student aged 5 to 19 who resides within Mitchell School District and who has been excused by
action of the Mitchell School Board to attend an alternative educational program within Mitchell
School District 17-2.

This textbook loan is for the _____ school year so the books must be returned no
later than May 31, 2____. All books must be returned in the same condition as when loaned
except that any book listed as "consumable" need not be returned. The cost of replacement or
repair of damaged or lost books must be paid by the responsible parent or guardian.

I hereby acknowledge the receipt of the following textbooks on free loan under School
Board Policy 974:

I am the parent or legal guardian of the student whose name appears above.

Signed _____

Date _____

Witness _____

Date _____

This form will be returned to and filed in the Office of the Superintendent of Schools.