

Section:	School Administration
Title:	Personal Professional Material

In accordance with the Collective Agreement, the Board of Education will establish procedures for reimbursing teacher's personal professional materials lost through theft, fire or damage while being used for educational instructional purposes on school district property.

School principals must approve a teacher's use of personal professional material for educational and instructional purposes on district property.

Schools must maintain an inventory of personal professional material located at their school.

Schools assume all financial responsibility for losses of personal professional material claimed in accordance with the collective agreement.

Date Adopted: **June 2006 (formerly AP 3.20.1, #310)**