



**Associated Regulation: EDDBA-R**

## **MAINTENANCE AND CONTROL OF INSTRUCTIONAL MATERIALS**

Instructional materials and equipment owned by the District shall be classified and catalogued according to an acceptable system. When students are issued District-owned books, either free or for a rental fee, each teacher shall keep records. Books issued bear the stamp of the District.

### **Musical Instruments**

The Boulder Valley Schools own close to half a million dollars' worth of musical instruments. To safeguard this large investment, and because the schools are accountable to the state and to the public for accurate yearly inventories, the following guidelines are set by the Board:

1. The issuance of musical instruments shall be on a year-to-year basis, and eligibility for a District-owned instrument shall depend on the effort and progress of the student.
2. **Elementary.** Beginning students may use school-owned violins for only one year. At the end of the year, students will be expected to purchase their own violins.
3. Students and parents shall be required to sign a contract each year for the use of instruments, and they must assume responsibility for loss, damage, repairs, replacements of strings, and bow rehairing.
4. **Secondary.** The larger and more expensive District-owned instruments may be used by students by contractual agreement with the instructor. For continuous use, a new contract shall be signed each year. Special contracts are required for use of an instrument in the summer music program.
5. For reasons of insurance and accountability, all District-owned instruments will be inventoried yearly. Teachers shall be responsible for maintaining inventory records on all school-owned instruments.

Current practice codified 1978

CROSS REF.:

JN, Student Fees, Fines, and Charges

**End of File: EDBA**