



WINDHAM SCHOOL
DISTRICT

NUMBER: SD-10.01
DATE: September 21, 2010
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SUPERSEDES: NONE

SUPERINTENDENT DIRECTIVE

SUBJECT: TEXTBOOK REGULATIONS

AUTHORITY: Texas Education Code Chapters 19 and 31; 19 Texas Administrative Code Chapter 66; WBP-02.00, “Windham School District Board of Trustees Responsibilities; WBP-03.02, “Windham School District Superintendent Responsibilities and Authority”

APPLICABILITY: Windham School District (WSD)

POLICY:

Textbooks may be used as appropriate to effectively supplement instruction in the classroom.

PROCEDURES:

- I. Responsibility for Textbooks
 - A. Textbooks obtained through Texas Education Agency are the property of the state.
 - B. The Board of Trustees (Board) is the legal custodian of textbooks.
 - C. The authority to manage the daily operations of the WSD (including the use of textbooks) is delegated by the Board to the superintendent.
 - D. The superintendent delegates to the director of the Division of Instruction the authority to requisition, distribute, and manage the inventory of textbooks in accordance with state laws and State Board of Education rules.
- II. Operating procedures for the selection and use of textbooks are outlined in OP-10.01.

* Signature on file
Debbie Roberts, Superintendent

Windham School District