

<b>Administrative Procedures Manual</b>	<b>Administrative Procedure 106</b>
	<b>Restitution for Loss of Personal Property</b>
	APPROVED: September 1, 2013
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LEGAL REFERENCE:	Section 52, 53, 196, 197, 222 Education Act

## **Background**

The Division strives to provide materials needed to meet its educational goals.

## **Procedures**

1. Responsibility for the loss or damage of personal effects left on Division property or used in instructional programs shall not be assumed by the Division.
2. Teachers and students are generally to be discouraged from volunteering the use of personal property for the instructional program except for items which will be returned the same day of use.