



"Busy Building Community"
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Textbook Contract

Per Article 7, Section 707.02 of the Rules of The New Board of School Commissioners of Baltimore City Public School System:

"If any student shall lose or, by any action damage textbooks assigned to him/her, the parent(s)/guardian of such student shall be required to replace the article so affected or pay the cost of repairing the damage. Failure to abide by this Rule will justly cause the principal to withhold further issuance of books, supplies, or equipment to the student until resolution or, in extenuating circumstances, until an appeal process has been completed."

Additionally, the school system's Adopted Textbook Plan empowers the principal to withhold issuance of any student records, withhold the release of the student's report card, and withhold the graduation diploma.

In accepting a textbook, the student and the parent or guardian also accept several related responsibilities. Under the guidance of the parent or guardian, the student is expected to:

1. Enter his/her name on the first available line of the inside front cover or bookplate of each textbook issued.
2. Cover the book(s) without using glue, tape, or other adhesives that may damage the book(s).
3. Keep each textbook free of all markings.
4. Take proper care of each textbook while traveling to and from school.
5. Bring the textbook(s) to class as directed by the teacher.
6. Report the loss of the textbook(s) to the distributing teacher as soon as the loss is discovered.
7. Return the textbook(s) to the teacher when asked to do so, when dropping a course, or before transferring from a school.
8. If lost or damaged, pay the replacement cost of a lost book or the repair cost for a damaged textbook.

The student will sign a book receipt for each book received. The receipt is returned to the teacher and filed. When the student returns the book, the receipt will be given to the student.

Please sign the attached signature page to accept responsibility for the care and return of all textbooks that are issued.

School Year 2010-2011

PLEASE KEEP AT HOME FOR YOUR RECORDS.