



First Supervisory District of Suffolk County
201 Sunrise Highway
Patchogue, New York 11772

Board Policy

Textbooks

Eastern Suffolk BOCES shall furnish the required textbooks to all students taking courses in its programs.

Textbooks are to be approved by the Board for use by students. It is the student's responsibility to maintain possession of textbooks or workbooks. A fine will be assessed to the student for lost or damaged books. Each student shall be fully advised of this responsibility upon entering an ESBOCES program.

In situations whereby textbooks and all other materials are not usable by the employees and students within a facility, the materials should be brought to the building administrator's attention so that they may be offered for use at another ESBOCES facility. This is to ensure that ESBOCES educational materials are utilized most effectively.

A textbook or workbook approved for use and purchase from school funds shall be reviewed at least every five (5) years. Board approval of a textbook constitutes agreement that the book may be added to the Approved Textbook List and does not imply automatic purchase of the book. Normal requisitioning procedures established for the execution of this policy shall be followed.

References:

- [NYS Education Law §701 and §702](#)

First Adopted: 7/1/03
Readopted: 7/11/07