



Lincoln Public Schools  
Lincoln, MA 01773

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### **BOOK/MATERIAL DISCARD**

The Principal of each school on the Lincoln Campus shall be responsible for directing each staff member to evaluate the age, condition, and appropriateness of the instructional materials under their responsibility. Those materials judged to be outdated/outworn at the end of each school year, should be stamped "Discard", secured and sent to the Town Dump. Any materials outdated but still usable should be offered to staff and students prior to being discarded.

Approved at School Committee Meeting of September 24, 1984