

USE OF SCHOOL EQUIPMENT

No equipment owned by the District is to be removed from school property or to be used by an employee for personal use.

Instructional staff members who need to take school equipment home to work on school related matters must have the prior approval of their building principal.

The building principal shall maintain a record of all equipment leaving his building on a form provided by the Business Office.

Approved: November 14, 1988

Reviewed: January 8, 1996; March 18, 2002; April 11, 2005; January 14, 2008; November 12, 2012

Revised: