

AUTHORIZED USE OF SCHOOL-OWNED MATERIALS

No school equipment may be used except for a school related, civic, or educational purpose.

The school board shall permit school equipment to be loaned to staff members when such use is related to their employment, and to parents when the equipment is to be used in connection with their students' or co-curricula activities.

A written agreement specifying the items, dates borrowed, intended use, and school employee or parents responsible for item(s) borrowed will be recorded. The borrower will have the financial responsibility for the loss or damage of the borrowed item. The building administrator will be responsible for the enforcement of the policy and as a condition of borrowing, will have the sole responsibility in determining if the item(s) has/have been damaged.

Reviewed 2014

