

SECTION: PROPERTY

TITLE: USE OF FACILITIES
BY STAFF

ADOPTED:

REVISED:

CALIFORNIA AREA SCHOOL DISTRICT

710. USE OF FACILITIES BY STAFF	
1. Purpose	School equipment and facilities may not be used by district staff for personal reasons, either on or off school property, without explicit authorization or administrative permission in accordance with these guidelines.
2. Authority	<p>The facilities and equipment of the district are only available for staff use if:</p> <ol style="list-style-type: none">1. Such use is clearly within the authorization granted in a policy of the Board.2. Prior approval has been granted by resolution of the Board.3. A personal emergency exists in which life or property is endangered.4. A valid use of facilities permit has been issued. <p>The Board specifically prohibits, except as authorized in the foregoing paragraph, personal use of district telephones, copiers, computers, fax machines, materials, tools, supplies, equipment and vehicles.</p>