

EASTON AREA SCHOOL DISTRICT

SECTION: PROPERTY

TITLE: USE OF FACILITIES BY STAFF

ADOPTED: October 19, 2006

REVISED:

710. USE OF FACILITIES BY STAFF	
1. Authority	<p>The Board establishes that 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.</p> <p>The Board specifically prohibits personal use of district telephones, personal use of materials, tools, supplies and equipment, and personal use of district vehicles.</p>
2. Guidelines	<p>District facilities and equipment are available for staff use only if:</p>
Pol. 707, 708	<ol style="list-style-type: none"> 1. Such use is clearly within the authorization granted in Board policy. 2. Temporary approval has been granted by the Superintendent. 3. A personal emergency exists in which life or property is endangered.
Pol. 707	<ol style="list-style-type: none"> 4. A valid use of facilities permit has been issued.