

SECTION: PROPERTY

TITLE: LENDING OF SCHOOL OWNED
PROPERTY

ADOPTED: December 5, 2000

REVISED:

<p>1. Purpose SC 801 Policy 707</p> <p>2. Authority</p> <p>Policy 814</p> <p>School Code 801, 804 Board Policy 707</p>	<p style="text-align: center;">708. LENDING OF SCHOOL OWNED PROPERTY</p> <p>Items of district owned equipment should not be loaned for non-school use unless the equipment is required for the use of those granted permission to use/rent school facilities. In the case of approved rental/use of school facilities, the equipment shall be loaned only in accordance with Board Policy 707, Use of School Facilities.</p> <p>Any school related organization or community group utilizing district printing equipment will be charged a fee per copy, provided that the request for duplication has been prepared on the standard request form and has been approved by the Business Administrator.</p> <p>The user of district owned equipment shall be fully liable for any equipment damage or loss occurring during the period of its use and shall be responsible for its safe return.</p> <p>School equipment may be removed from school property by students or staff members only when such equipment is necessary to accomplish tasks arising from their school or job responsibilities. The prior approval of the principal or Business Administrator is required for such removal.</p> <p>Removal of school equipment from school property for personal use by students or staff is prohibited.</p>
--	--