

**Klamath County
School District**

Code: **GB0**
Adopted: 1/16/97
Readopted: 5/17/12
Orig. Code(s): GBO

Employee Personal Materials, Equipment and Vehicles

The following applies to personal property and vehicles of district employees:

1. If the district is negligent in a personal property damage loss, the district's liability insurance coverage shall respond directly on behalf of the district. All losses, resulting from alleged district negligence, shall be reported to the district's Agent of Record. Claims will be made directly to the Agent of Record and the insurance carrier.
2. If the district is not negligent in a personal property damage loss, the loss is subject to a \$1,000 deductible, paid by the employee. Such claims shall also be reported directly to the district's Agent of Record. Any additional coverage, below the deductible amount, is the responsibility of the employee and may be purchased at the discretion of the employee.

The district discourages employees from exposing high value personal items to loss on district property. If personal property is stored on district property, employees should make certain it is secured in designated areas and is properly covered by personal insurance. Personal items should not be kept on district property during vacation periods.

3. Damage caused by the employee's own negligence or poor judgment shall not be covered.
4. The district does not provide any coverage for damage to an employee's vehicle other than the liability coverage described in number one above. If the district is not negligent, any vehicle damage occurring on district property shall be the sole responsibility of the owner of the vehicle.

END OF POLICY

Legal Reference(s):

[ORS 30.260 to-30.300](#)
[ORS 278.005 to-278.150](#)

[ORS 332.107](#)
[ORS 332.155](#)

[ORS 332.437](#)