

# Knappa School District 4

Code: **EDC/KGF**  
Adopted: 8/18/03  
Readopted: 3/08/13; 8/19/13  
Orig. Code(s): EDC/KGF

## Authorized Use of District Equipment and Materials

The Board believes that although district equipment is purchased by tax dollars, equipment is primarily purchased to provide for and/or enhance students' educational programs. It is the district's responsibility to protect and maintain this equipment. The district is also responsible for establishing guidelines concerning equipment which may be used by the public and conditions under which it can be used. Equipment will be available only to district community members and district employees and authorized use shall be consistent with ORS Chapter 244.

In all cases of public use, equipment shall not be used for private financial gain. An equipment use form must be submitted and approved, and all conditions outlined on the attached district equipment list must be adhered to. There are no equipment-use fees. In the event of "excessive damage," a fee will be determined according to the repair or replacement costs. Transportation of borrowed equipment will be the user's responsibility.

END OF POLICY

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### Legal Reference(s):

[ORS Chapter 244](#)  
[ORS 332.107](#)

[OAR 584-020-0040](#)

OR.ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS (2008).