

# Mt. Angel School District 91

Code: **EDC/KGF**  
Adopted: 09/13/04  
Readopted: 8/09/10  
Orig. Code(s): EDC/KGF

## Authorized Use of School Equipment and Materials

The Board believes that although district equipment is purchased by tax dollars, the 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 Board 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 the district community members and district employees and authorized use shall be consistent with ORS Chapter 244.

District equipment may be loaned to responsible groups for a worthy educational, civic or charitable purpose when:

1. The group borrowing the equipment agrees to accept responsibility for repairing or replacing any equipment damaged or lost while in its possession;
2. The equipment is not unusually expensive and not subject to easy damage;
3. The equipment is in good condition;
4. The group will provide a competent operator for any audio-visual machine loaned;
5. Motorized equipment must be operated by school personnel unless otherwise approved by the Board.

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 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).