

**Prairie City  
School District 4**

Code: **EDC/KGF**  
Adopted: 11/9/92  
Readopted: 06/14/06

**Authorized Use of District Equipment and Materials**

The Board believes that although district equipment is purchased by taxpayers, the equipment is primarily purchased to provide for and/or enhance students' educational programs. It is the Board'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. Nor school related use for staff and community members will only be allowed on district property.

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.

Exceptions to this policy must be approved by the superintendent and/or Board.

END OF POLICY

---

**Legal Reference(s):**

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

[OAR 584-020-0040](#)

OR. GOV'T STANDARDS AND PRACTICES COMM'N, OR. GOV'T STANDARDS AND PRACTICES LAWS, A GUIDE FOR PUBLIC OFFICIALS (2003).

**Cross Reference(s):**

KG - Community Use of District Facilities