

**Prairie City
School District 4**

Code: **KGF/EDC**
Adopted: 12/15/92
Readopted: 06/14/06
Orig. Code(s): EDC

Authorized Use of District Equipment and Materials

The district shall not loan any of its general maintenance tools to the general public or other agencies.

The exception may be in the case of an emergency as identified and approved by the superintendent or the maintenance engineer in his/her absence.

If tools or equipment are approved to be loaned, the proper sign-out sheet must be completed and signed. The borrower shall be fully responsible for paying for the equipment or tools if lost or damaged.

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