

Sheridan School District 48J

Code: **KGF/EDC**
Adopted: 4/21/10
Readopted: 4/18/12
Orig. Code(s): KGF/EDC

Authorized Use of District 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 district is also responsible for establishing guidelines concerning which specific equipment may be used by the public and conditions under which it can be used.

Equipment will be available only to Sheridan School 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 use or financial gain. An equipment use form must be submitted and approved, and all conditions outlined on the 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.

Equipment may not be used during school operational hours and at no time shall equipment use exceed a 72-hour period. The use of district equipment must be approved by the appropriate administrator and an Equipment Use Request must be signed.

END OF POLICY

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).

Cross Reference(s):

KG - Community Use of District Facilities