

**Willamette Education  
Service District**

Code: **EGACA**  
Adopted: 7/8/03  
Readopted: 9/12/05; 7/27/10  
Orig. Code(s): None

## **Cellular Telephones**

The Board recognizes that the use of cellular telephones may be appropriate to provide for the effective and efficient operation of the ESD and to help ensure safety and security of ESD property, staff, and others while on ESD property or engaged in ESD-sponsored activities. To this end, the Board authorizes the purchase and employee use of cellular telephones, as deemed appropriate by the Superintendent.

ESD-owned cellular telephones shall be used for authorized ESD business purposes, consistent with the ESD's mission and goals. Personal use of such equipment is prohibited except in emergency situations. Any expenses incurred for such personal use shall be reimbursed to the ESD.

Use of cellular telephones in violation of Board policies, administrative regulations, and/or state and federal laws will result in discipline up to and including dismissal and/or referral to Oregon Government Ethics Commission and law enforcement officials, as appropriate.

The Superintendent is directed to develop administrative regulations for the implementation of this policy, including a uniform and controlled system for identifying employee cellular telephone needs, monitoring use, and reimbursement. Provisions may also be included for staff use of privately owned cellular telephones for authorized ESD business.

END OF POLICY

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**Legal Reference(s):**

[ORS 244.010](#)  
[ORS 244.020\(15\)](#)  
[ORS 244.040\(1\)\(a\)](#)  
[ORS 244.120](#)  
[ORS 334.125\(7\)](#)

Davidson v. Or. Gov't Ethics Comm'n, 300 Or. 415 (1985)  
OR. GOV'T STANDARDS AND PRACTICES COMM'N, ADVISORY OPINIONS 02S-020 (Aug. 2, 2002), 02A-1008 (July 12, 2002), 01A-1004 (June 1, 2001) and 98A-1003 (July 9, 1998).