

BEND-LA PINE SCHOOLS
Administrative School District No. 1
Deschutes County, Oregon
ADMINISTRATIVE REGULATION

Name: Authorized Use of District
Equipment and Materials
Section : Community
CODE: KGF-AR

Bend-La Pine School district materials and equipment will be used only for school purposes by district personnel on district properties.

Exceptions to this policy must be approved by the superintendent, building principal, or department supervisor, as appropriate.

Any employee that uses district materials or equipment off school district premises will execute an agreement assuming liability for loss or damage to the equipment and will certify that the equipment is being used for school district purposes. The agreement will also establish where the equipment is located while away from the district and will provide contact information in case the equipment needs to be retrieved.

DATED: 07/01/02
REVIEWED BY: Leadership Council