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*District 77 Policy 722*

## **722 TELEPHONE/FAX MACHINE/CELL PHONE USAGE**

### **I. PURPOSE**

The purpose of this policy is to establish guidelines for the use of school district telephones, fax machines, and cell phones by school district personnel.

### **II. GENERAL STATEMENT OF POLICY**

It is the policy of this school district to not allow the use of school district telephones, fax machines, and cell phones that result in a cost to the school district for personal business of an employee.

*Legal Reference:* None