

**Board of Trustees
Douglas County School District**

PERSONNEL

WORK AND LOUNGE AREAS

The Board recognizes the need of staff for areas conducive to various activities including preparation and rest and will attempt to provide such areas within existing District facilities, provided that financial constraints so permit and that such provisions do not conflict with program priorities established by principals in consultation with staff representatives.

Site administrators will work with staff to agree upon locations to add refrigerators and microwaves purchased by the site for staff use. The designation of such spaces shall serve to provide refrigerator and microwave use to pods or teams of 6-8 teachers or classrooms and not to provide for individual usage in any one classroom.

Individual appliances such as hotplates, individual coffee pots, toasters, small electrical devices such as electric aroma machines and electric candles, and the like are prohibited. Individual work areas and classrooms must be kept free of individual appliances except when prescribed by a physician for medical need.

Date Adopted: 08/12/80

Date Revised: 11/10/15