Code: **EDB**
Adopted: June 24, 2006

Maintenance and Control of Materials

Employees will exercise continuous and vigilant care of all district-owned equipment. If apparent negligence is associated with the loss of, or damage to, equipment, the employee will be held responsible and the superintendent may order appropriate reimbursement in addition to disciplinary action.

The district will identify those items considered high risk for theft and damage. Such items may include vehicles, computer and video equipment and musical instruments. These items may require specific loan procedures. Such equipment, other than vehicles, will have a non-removable inventory number and all such numbers will be properly recorded.

The superintendent is authorized to develop appropriate regulations regarding the care and use of all district-owned material and equipment, including portions of a facility such as art room, labs, shops and athletic facilities.

END OF POLICY

Legal Reference(s):