

SALEM SCHOOL DISTRICT
Salem, Connecticut

BUSINESS AND NON-INSTRUCTIONAL OPERATIONS

EQUIPMENT

Authorized Use of School-Owned Materials Equipment

The Board of Education shall permit the use of District equipment by school personnel and community groups when such use does not interfere with the District educational programs. "District equipment" is defined as any movable hardware that is not normally identified as part of a room or building, including chairs, risers, portable stages, audio-visual equipment, tools, physical education equipment, computers, iPads, etc.

User fees, if applicable, shall be paid in advance to cover actual costs, depreciation and insurance. All users are responsible for reimbursing the District for any lost or damaged equipment (i.e. chargers, cords, cases, etc.).

The Board reserves the right to deny the use of equipment for non-school use.

The Principal is authorized to release equipment assigned to their building in accordance with this policy and established administrative rules.

Policy Adopted: November 10, 1998
Revised Policy 1st Reading: March 3, 2014
Revised Policy Adopted: April 7, 2014

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