

**SUBJECT: CELLULAR TELEPHONES**

It is recognized that specific District employees will be required to carry cellular telephones to meet their job responsibilities. Job titles requiring cellular telephones shall be listed in Regulation and reported to the Board of Education each year, along with a report of usage and cost, at the District's organizational meeting in July.

The District shall purchase the cellular plans according to the General Municipal Law and State Contracts. The employee shall make every attempt to use their cellular phones for only business purposes; however, in the event an employee uses a cellular phone for other than business purposes he/she shall reimburse the District for such non-business calls pursuant to the Regulation.

At least once per year, the Business Office shall evaluate the effectiveness of the cellular telephone plan.