

## **Authorized Use of School-Owned Materials or Equipment**

Learning resources and equipment owned by the district are purchased for and are an integral part of the instructional and maintenance programs. In accordance with this purpose, the following conditions for use of such resources and equipment apply:

1. Motorized equipment belonging to the district will not be loaned (i.e. snow blowers, lawn mowers, trucks, etc.). All other district equipment will be loaned only with the specific approval of the superintendent.
2. The principals shall be responsible for equipment and learning resources at the building level. No equipment or learning resources shall be taken from the building without the principal's prior approval.
3. No learning resources or equipment shall be loaned for personal gain.
4. Computer equipment may not be loaned to non-employees.

All users of district-owned equipment or learning resources shall be responsible financially for any damage or loss while the equipment is in their care. The district's insurance program does not cover any loss or damage to equipment or resources while outside the immediate control of the principal or responsible administrator, except in the case of unavoidable circumstances. Neither the district, its employees, or their insurance companies will assume any liability for personal injury or damage arising from the loaning of school-owned materials or equipment.

Adopted: August 2000  
Reviewed: September 2020

**CROSS REF.:**

*Administrative policy:*

KF, Community Use of School Facilities