

EQUIPMENT

Equipment purchased by the Board of Education is intended for support of the educational program.

The Superintendent shall oversee the maintenance of all District educational and non-educational equipment in safe working condition. No employee or student shall use equipment found unsafe. Equipment use during school hours shall be properly supervised by appropriate teaching staff.

Specific items of equipment may be loaned or rented for community use after a written request is made to and approval granted by the Superintendent. The user of District-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use. He/she shall be responsible for its safe return and the District shall be reimbursed for any materials expended. No equipment shall be removed from the schools without the written approval of the Superintendent.

When equipment authorized for loan requires the services of an operator, the user shall employ the services of a person designated by the District and shall pay such costs as have been set for his/her hire.

The Board shall not be responsible for any loss, damage or injury liability or expense that may arise during or be caused in any way by such use of District equipment.

School equipment may be removed from school property by students or staff members only when such equipment is necessary to accomplish tasks arising from their school or job responsibilities. The consent of the Principal is required for such removal.

Removal of school equipment from school property for personal use is prohibited.

Legal References:	<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
	<u>N.J.S.A.</u> 18A:20-34	Use of schoolhouse and grounds for various purposes
	<u>N.J.S.A.</u> 18A:54-20	Powers of Board (county vocational schools)
	<u>N.J.A.C.</u> 6A:26-12.2	Policies and procedures for school facility operation

Cross References:	*1330	Use of school facilities
	*1410	Local units
	*3250	Income from fees, fines, charges
	*3510	Operation and maintenance of plant
	*3516	Safety
	3530	Insurance management
	4143	Extra pay for extra work
	*4147	Employee safety
	4243	Overtime pay
	*4247	Employee safety
	*5142	Student safety

*Indicates policy is included in the Critical Policy Reference Manual.

Key Words

Loaning District Equipment

Approved: December 16, 1991
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