

BUSINESS PROCEDURES - Series 800

802 Income

802.3 Use of School Property and Equipment

The superintendent of schools shall establish the necessary regulations governing the use of the school buildings or school-owned equipment by outside groups. These regulations shall be consistent with the laws of the State of Iowa. The superintendent shall also establish a schedule of fees for the use of the buildings or equipment; these regulations shall be submitted to the Board of Education for approval.

The administration may permit school equipment to be loaned to staff members when such use is directly related to their employment and prior approval has been granted. Proper controls will be established to ensure the borrower's responsibility for, and return of, all such equipment. Employees who borrow school equipment shall be responsible for the equipment to the extent not covered by school insurance.

Adoption Date: January 24, 1983

Review Date: November 9, 2009

Revision Date:

Legal References: Iowa Code Sections 29C.12; 98A.2; 98.3; 111A.8; 123.46; 278.1(4); 297.9 through 297.11; 300.1

Cross References: 1003 Use of School Facilities, and all subcodes