

UTILIZATION OF DISTRICT-OWNED VEHICLES BY SCHOOL EMPLOYEES

The board restricts the use of district-owned vehicles to district employees and the Board of Directors. The use of these vehicles by district employees and the Board of Directors shall only be for school-related, district business and not for personal use. School-related, district business is meant to be the transportation of board members, students, staff, and goods in order to maintain or enhance the current level of education.

All requests to use district-owned vehicles must be made through the transportation department and follow the appropriate request forms. Approval for use and priority assignments will be made by the superintendent who has final approval.

Personal vehicles may be used for school-related, district business when approved by the building principal and superintendent of schools. Reimbursement for mileage will be made at the established rate set by the district.

Cross Reference: 401.10 Transporting of Students by General Personnel
 712.3 Student Transportation for Extracurricular Activities
 905.1 Transporting Students in Private Vehicles

Approved: June 12, 1995
Reviewed: May 28, 2013
Revised: January 22, 2001