

AUTHORIZED USE OF SCHOOL-OWNED MATERIALS

1. The condition of school-owned equipment will be checked prior to loan.
2. The borrower will sign a receipt for equipment, to be returned to borrower, upon satisfactory evidence that equipment has been returned in good condition.
3. Equipment will be loaned only on approval of the principal concerned or the superintendent of schools.
4. The date of return of equipment will be specified by the borrower prior to loan.

Adopted: January 24, 1994