### NO. 710
**USE OF FACILITIES BY STAFF**

1. **Purpose**
   
   School equipment and facilities may not be used by District staff for personal profit or nonprofit reasons, either on or off school property, without explicit authorization or administrative permission in accordance with these guidelines.

2. **Authority**
   
   The facilities and equipment of the District are only available for staff use if such use is clearly within the authorization granted in a policy of the Board.

   The Board specifically prohibits, except as authorized in the foregoing paragraph, personal use of District telephones, pagers, physical plant and grounds equipment, educational and business office equipment, computers, copiers, television and broadcast equipment, school district supplies, materials, tools, and vehicles.