

Wissahickon School  
District  
Ambler, Pennsylvania 19002

**SECTION: Property**  
**TITLE: Use of Property  
By Staff**

FIRST READING: December 11, 2006  
SECOND READING: January 8, 2007  
ADOPTED: January 8, 2007  
REVISED:

**Purpose**

The District provides its employees with the equipment, materials, and supplies necessary to efficiently and effectively perform their duties.

The Board establishes that school property may not be used by District staff for personal reasons, either on or off school property, except pursuant to Guidelines issued by the District Superintendent and approved by the Board of School Directors.

Except as set forth in an appropriate Guideline, the Board of School Directors specifically prohibits personal use of:

1. Electronic resources, including but not by way of limitation, pagers, computers, District telephones, including cell phones (see Policy #717 for Cellular Telephones Guidelines).
2. District vehicles,
3. Materials, tools, supplies and equipment.

The Superintendent or his/her designee shall develop Guidelines setting forth the rules governing the use of District property.

