

SUBJECT: USE OF THE DISTRICT CELL PHONE**District Owned Cell Phones that are Assigned to Individual Employees**

A school district owned cell phone will be issued to a district employee when required by that employee's job duties and as determined by the Superintendent or designee.

Additionally, the following rules shall apply regarding the use of district-owned cell phones for incidental personal use:

- 1) An annual amount will be paid to the District by each employee who is issued a district-owned cell phone, and it is used for incidental personal use. This payment covers the use of this cell phone for personal phone calls made by the employee.
- 2) The cell phone may not be used by anyone other than the School District employee.

First Reading: 1/23/06

Adopted: 2/13/06