

**LOAN AND USE OF SCHOOL EQUIPMENT**

The Board will permit school equipment to be loaned to staff members when such use is directly related to their employment and to students when the equipment is to be used in connection with their studies or extra-curricular activities. Proper controls will be established to ensure the borrower's responsibility for, and return of, all such equipment.

When any school equipment is to be used at a school site or in a school building, appropriate school personnel shall operate or supervise the use. Where a cost is involved, it shall be paid by the organization using the equipment.

Legal Reference: Iowa Code §§ 29C.12; 98A.2; 98.3; 111A.8; 123.46; 278.1(4); 297.9-297.11; 300.1; 721.2(5)

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