

562 Employee Use of Cellular Communication Equipment

The District will provide for cell phone usage to District employees when necessary for the District's operations. The employee will reimburse the District for any personal use pursuant to the following options:

- a. The employee will be provided with a District-owned phone and will provide the District with an itemization of personal calls and reimbursement to the District for those calls;
- b. The employee will be provided with a District-owned phone, be part of the District plan and pay a pro-rata portion of the plan cost as determined by the Superintendent, in addition to any personal charges (e.g, roaming, text messaging);
- c. The employee will use his/her own phone and plan and be reimbursed for their cost as determined by the Superintendent.

The administration will develop procedures to implement this policy.

Adopted: September 10, 2007