

## USE OF SCHOOL-OWNED VEHICLES

In the interests of economy and efficiency, the Board may authorize employee use of school-owned vehicles. The Superintendent/designee is responsible for developing and implementing regulations for the proper use. Regulations may include, but are not limited to:

1. list of vehicles and the appropriate insurance coverages;
2. list of authorized users;
3. authorized uses;
4. unauthorized uses;
5. mandatory record keeping;
6. care and maintenance of vehicles;
7. observance of all Federal, State, local and District laws, policies and regulations and
8. restrictions for use by non-employees.

Employees in violation of this policy and the established regulations are subject to disciplinary action, up to and including termination.

[Adoption date: August 14, 2006]

[Re-adoption date: May 11, 2015]

LEGAL REFS: ORC 121.07  
125.832  
4513.263; 4513.264

CROSS REFS: GBCB, Staff Conduct  
GBE, Staff Health and Safety  
GBP, Drug-Free Workplace  
Staff Handbooks

CONTRACT REFS.: Teachers' Negotiated Agreement  
Classified Staff Negotiated Agreement