

# Van Buren County Board of Education

Monitoring:  Review: Annually, in October	Descriptor Term:  <b>Equipment and Supplies Management</b>	Descriptor Code: 3.300	Issued Date: 02/15/07
		Rescinds: 3.300	Issued: 06/17/99

1 All equipment and materials placed in school buildings by any group or organization become the  
2 property of the Board. The Board reserves the right to transfer property to other schools if the school  
3 in which it was originally placed is discontinued or if there is no longer any need for the equipment  
4 or materials where originally placed.

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6 The director of schools shall develop procedures promoting the useful life of equipment and sup-  
7 plies by establishing a thorough, effective and economical operations and maintenance program and  
8 providing adequate insurance coverage. Equipment management shall be in accordance with federal  
9 and state laws, regulations and guidelines.

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11 Each employee of the system shall be responsible for the materials, equipment and supplies assigned  
12 to him. In addition, he/she is responsible for the preservation and protection of materials, equip-  
13 ment and supplies not under his/her direct control when such are endangered and when the system  
14 employee having direct control is not present or is otherwise unable to act.

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Cross Reference:  
  
Inventories 2.702