

# Obion County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <b>Equipment and Supplies Management</b>	Descriptor Code: <b>3.300</b>	Issued Date: <b>04/09/07</b>
		Rescinds: <b>3.300</b>	Issued: <b>11/03/03</b>

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

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6 The director of schools shall develop procedures promoting the useful life of equipment and supplies  
7 by establishing a thorough, effective and economical operations and maintenance program and provid-  
8 ing adequate insurance coverage. Equipment management shall be in accordance with federal and state  
9 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, equipment  
13 and supplies not under his/her direct control when such are endangered and when the system employee  
14 having direct control is not present or is otherwise unable to act.

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Cross Reference:

Inventories 2.702