

GREATER JOHNSTOWN CAREER & TECHNOLOGY CENTER

SECTION: PROPERTY

TITLE: LENDING OF EQUIPMENT
AND BOOKS

ADOPTED: March 25, 2008

REVISED:

708. LENDING OF EQUIPMENT AND BOOKS	
1. Purpose SC 801, 1850.1 Pol. 707	The Joint Operating Committee directs that school owned equipment shall not be loaned for nonschool use off school property. If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with Joint Operating Committee policy.
2. Delegation of Responsibility	Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the Administrative Director. The user of center owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its safe return.
3. Guidelines	When equipment authorized for lending requires the services of an operator, the user shall employ the person designated by the center and shall pay the stated cost of services. Removal of center equipment from school property for personal use by staff or students is prohibited. References: School Code – 24 P.S. Sec. 801, 804, 1850.1 Joint Operating Committee Policy – 707