

**PERSONAL USE
OF EQUIPMENT, MATERIALS, AND SUPPLIES**

Policy Code: **6521**

1 The [Transylvania County Board of Education \(the “board”\)](#) controls all equipment, materials,
2 and supplies purchased, leased, or received as a gift. School personnel and students may not
3 employ such items for personal use unless the following conditions are met: (1) the use is
4 authorized by the principal or building-level supervisor; (2) the use will have no or minimal
5 effect on the useful life of the item; (3) the use will not interfere with use for school system
6 purposes; and (4) the use will not interfere with the requesting individual’s job responsibilities or
7 school assignments. Any individual obtaining permission is charged with proper preservation
8 and care of the property.

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10 Legal References: G.S. 115C-36, -523, -524

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12 Cross References: Use of Equipment, Materials, and Supplies (policy 6520)

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14 Adopted:

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