

Code: **EEBB**  
Adopted: 07/08/2010

## **Use of Private Vehicles for District Business**

The Board discourages the use of private vehicles for district business, including the transportation of students. Staff will use district-owned vehicles whenever possible and should schedule activities and transportation far enough in advance to avoid any non-emergency use of private vehicles.

No staff member will use a private vehicle for district business, including the transportation of students, without approval in accordance with established district procedures. Authorization to use a private vehicle must be obtained before actual use of the vehicle. Staff members who are authorized to use a private vehicle on district business will be reimbursed in an amount established by the Board.

A student will not be allowed to perform district business with his/her own vehicle or a staff member's vehicle.

END OF POLICY .

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Legal Reference(s):

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