

**Business and Noninstructional Operations**

Noninstructional equipment of the District is for the support of the maintenance and operations programs. Rules and regulations shall be established to ensure proper supervision, utilization, and maintenance of all district-owned equipment wherever located.

With respect to instructional equipment, the District shall provide comparable basic classroom equipment and furniture for all classes.

The superintendent or designee shall ensure that any equipment which cannot be supplied to every class is shared within and among the schools.

**Use of District Equipment**

District equipment may be used in other than District-owned facilities only when such use promotes the educational program of the District. Such use must be authorized, in advance, by the employee's Division assistant superintendent and operated under the direct supervision of District personnel. The borrower shall be responsible for the safe return of the equipment.

Any other use is prohibited by this policy and considered a gift of public funds and any violation may be cause for disciplinary action.

**Legal Reference:****EDUCATION CODE**

[35160](#) Authority of governing boards

**HAWKINS-STAFFORD ELEMENTARY AND SECONDARY IMPROVEMENT  
AMENDMENTS OF 1988, Public Law 100-297**

Anaheim Union High School District

Board of Trustees

Approved: February 7, 2019

B