

TELEPHONE USAGE /ACCOUNTING

Telephone usage in all schools, school offices, and school facilities is designated for professional business use. Although personal calls are not prohibited, telephones in all schools, school offices, and school facilities primary use is for business.

No personal long distance calls are to be billed or charged to any county school, school office, or school facility.

A monthly accounting by each school, school office, and school facility regarding long distance phone calls shall occur. Each principal or school facility manager is responsible for the monitoring and accounting of telephone usage and verification of long distance calls.

SOURCE: Board of Education Minutes

DATE: January 15, 2001