

CELLULAR PHONES

The board authorizes the issuance of cellular telephones to staff designated by the superintendent for business telephone calls at those times when designated staff do not have regular telephone service readily available. District cell phones are to be used for district business only.

For those employees who would prefer to use their personal cell phone, the Board of Directors hereby authorizes and directs the Superintendent and/or his fiscal designee to:

Prepare an administrative policy outlining a monthly stipend appropriate and adequate to the use of cellular phones by authorized individuals.

Provide for appropriate monitoring and reporting of those employees who have been authorized for the monthly stipend and the amount of that stipend to be certain that such employee's responsibilities require the continued provision of a monthly cell phone stipend.

Provide for the review, at least on an annual basis, the typical cell phone use and stipends as required by either the district or upon the request of an individual employee for review. This shall also include a review of all staff currently authorized for cellular phone stipends.

First Reading 8.20.12

Ephrata School District Adopted 9.17.12