

HANCOCK CENTRAL SCHOOL**Policy on Cell Phone Use**

It is recognized that specific district employees will be required to carry cellular telephones to meet their job responsibilities. Job titles requiring cellular telephones shall be listed in the Regulation attached hereto and reported to the Board of Education each year, along with a report of usage and cost, at the district's organizational meeting in July.

The District shall establish the level of service contract for each specific employee, enter into such contract, with such contract subject to review and approval by the Board of Education. The employee shall make every attempt to use their cellular telephones for only business purposes; however, in the event an employee uses a cellular telephone for other than business purposes he/she shall reimburse the District for such non-business calls pursuant to the Regulation attached hereto. Individuals authorized to use district cellular telephones shall agree in writing to accept financial responsibility for any inappropriate usage by that individual.

In lieu of the District entering into a cellular telephone contract, the District may choose to allow an employee to enter into a cellular telephone contract instead, reimbursing the employee for the cost of such contract, so long as the cost, value and services of such contract are equal to that which the District would have maintained for that employee. The rate of reimbursement shall be established by the Superintendent in the attached Regulation and reported to the Board annually.

At least once per year, the Business Office shall evaluate the effectiveness of the cellular telephone plan.

Adopted: 2/27/2006, revised: 02/13/2017