



"To Build Knowledge and Skills for Success Today and Tomorrow"

File: ECB

RESPONSIBILITY FOR SCHOOL PROPERTY

The superintendent, in conjunction with the supervisor of buildings and grounds and the business manager, shall be responsible for the overall supervision of the school plant.

The superintendent shall require that all schools and grounds be properly equipped and maintained for the comfort, health, and safety of students and staff.

All personnel shall be responsible for facilities, equipment, textbooks, and other materials under their charge.

Removal of school equipment for organization or private use must be authorized by an administrator.

Business office inventory procedures must be followed whenever equipment is transferred permanently from any building to another. Sale or exchange of equipment must have the approval of the superintendent.

LEGAL REF.: SDCL 13-24-11

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