

EMPLOYEE USE OF CELLULAR TELEPHONES**6.321+**

It is the policy of the School Board to provide selected employees cellular telephones in support of fulfilling their assigned duties. In order to ensure that cellular telephones are used only for the benefit of the School District, the following conditions shall exist:

- I. Personal calls or calls unrelated to school business are prohibited except in emergency situations.
- II. Employees with assigned cellular telephones shall submit monthly logs showing each call sent or received. The log shall include the date, telephone number called, party contacted, and reason for the call.
- III. Should a personal call be made or received and the cost charged to the District, the employee shall reimburse the District for the actual cost.
- IV. The Superintendent shall develop procedures for implementation of this policy.

Failure to follow this policy may result in disciplinary action including suspension or termination from employment.

STATUTORY AUTHORITY:**1001.41, 1001.42, 1012.22, 1012.23, F.S.****LAW(S) IMPLEMENTED:****1001.43, 1012.27, F.S.****HISTORY:****ADOPTED: 6/12/2007
REVISION DATE(S): _____
FORMERLY: NEW**