

TELEPHONE SERVICE

FILE: EGAEF

Purpose

To assign responsibility for telephone use, and establishing responsibilities for payment

Definitions

N/A

Policy Statement

Telephones in the school system are intended for official business only. Incidental local personal calls should be kept to a minimum. Principals/administrators may restrict long distance availability on certain lines or telephones at their sites.

Employees are not authorized to make long distance personal calls.

Legal Reference			
Policy History	Adopted	Reviewed	Revised Jan. 10, 2006, 1 st Reading Feb. 14, 2006, 2 nd Reading