

<u>Section E:</u>  <b>Business Management</b>	<b>Knox County Board of Education Policy</b>		
	<b>Equipment and Supplies Management</b>	Descriptor Term:	Descriptor Code:
		Issued:	
		Revised:	

**GENERAL**

All equipment and materials placed in school buildings or on school grounds by any group or organization becomes the property of the Board. The Board reserves the right to transfer property to other facilities if the school in which it was originally placed is discontinued or if there is no longer any need for the equipment or materials where originally placed.

The Director of Schools shall develop procedures promoting the useful life of equipment and supplies by establishing a thorough, effective, economical operations and maintenance program, and providing adequate insurance coverage.

Each employee of the system shall be responsible for the materials, equipment and supplies assigned to them. In addition, employees are responsible for the preservation and protection of materials, equipment and supplies not under their direct control when such are endangered and when the system employee having direct control is not present or is otherwise unable to act.

**PLAYGROUND EQUIPMENT AND MATERIALS**

The Knox County Schools has a long history of working with parent and community organizations to acquire and maintain playground equipment and material. This collaboration has proven beneficial to both students and the school system, and the Board endorses these relationships. However, to help ensure playground safety, it is preferred that playgrounds and playground equipment meet American Society for Testing and Materials (ASTM) playground standards.

To facilitate the procurement of equipment and material that meets ASTM standards, the Knox County Schools will maintain term contracts with vendors to provide and install equipment and material that is compliant with these standards. Organizations seeking to provide equipment or material for use on Knox County Schools playgrounds, must purchase equipment from these designated vendors. Additionally, to ensure the Knox County Schools receives proper notice in the event of any safety or recall bulletins that may be issued, the organizations shall ensure that the Knox County Schools is registered with the vendor as the owner and point of contact for all donated equipment.

Approved as to Legal Form  
 By Knox County Law Director 3/18/2024  
 /David L. Buuck/Chief Deputy Law Director