

Oak Park Elementary School District #97

Bylaws & Policies

1644 - CELLULAR TELEPHONE USAGE

The Superintendent requires certain administrators to be available by phone at all times (24 x 7) in case of district emergency.

The District will provide cellular phones to those individuals employed in the following positions:

- A. Superintendent
- B. Assistant Superintendent for Finance and Operations
- Assistant Superintendent for Teaching and Learning**
- C. Director of Human Resources
- D. Director of Special Education
- E. ~~Communications Coordinator~~ Director of Policy, Planning and Communications**
- F. Supervisor of Buildings and Grounds
- G. Supervisor of Maintenance
- H. Technology Administrator
- I. Network Administrator
- J. System Administrator**
- K. Maintenance Employee 1
- L. Maintenance Employee 2
- M. Maintenance Floater
- N. Residency Officers

Employees may use District phones for District 97 business only. Personal use of District phones is strictly prohibited.

The District provides the following alternative to carrying a District phone in the interest of cost reduction and staff convenience. An employee whose position is listed above can substitute his or her personal phone for the District phone provided he or she agrees to be available through their personal phone at all times. In doing so, the District will reimburse the employee the equivalent of the District's basic cellular telephone plan per month; however, the employee will be solely responsible for his or her charges and equipment.

Adopted 4/25/07
Revised 2/10/09