

Community Relations

Use of Office Equipment, Supplies and Materials

The Snohomish School District will permit, limit or deny usage of its office equipment, supplies and materials consistent with the following:

- PTA/PTO and other non-profit school-based groups within the district are authorized to use school office equipment, provided that they supply their own paper for copying and pay a per copy fee as determined by the district. The fee will be based upon the direct per copy cost incurred by the district for the copier utilized.
- PTA/PTO and other non-profit school-based groups, must obtain approval to use district (RSC) office equipment, (contact Business Services at the Resource Service Center); provided, once approved, they supply their own paper and pay a per copy fee as determined by the district. The fee will be based upon the direct per copy cost incurred by the district for the copier utilized. Such use will be subject to availability of equipment and priority needs of the district.
- Non-profit community-based groups, (e.g., Boy Scouts, Girl Scouts, Camp Fire Girls, etc.) are not authorized to use school or district (RSC) office equipment.
- Public agencies are authorized to use school and/or district (RSC) office equipment pursuant to an appropriately executed agreement such as an interlocal cooperative agreement.
- For-profit, religious and political groups are not authorized to use school or district (RSC) office equipment.

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