

Policy 8170: District-Owned Vehicles

Status: ADOPTED

Original Adopted Date: 07/09/2007 | **Last Revised Date:** 12/12/2016 | **Last Reviewed Date:** 12/12/2016

SECTION 1. DISTRICT-OWNED VEHICLES

1.1 The Caldwell School District owns and maintains certain vehicles. Included among them are pickups, driver's education vehicles, vans, and mini-buses. These are for use by properly authorized personnel of the District for business purposes. Caldwell School District allows employees to operate district vehicles when necessary. Authorized drivers have certain responsibilities, expectations, and privileges.

SECTION 2. VEHICLE FLEET PURPOSE

2.1 District vehicles are provided to support business activities and are to be used only by qualified and authorized employees. Use of a District vehicle is not to be considered a part of an employee's compensation. In all cases, these vehicles are to be operated in strict compliance with motor vehicle laws of the jurisdiction in which they are driven and with the utmost regard for their care and cost-efficient use.

2.2 District vehicles may be used only as authorized by the District and for its business activities. Employees are not authorized to use a district vehicle for their commute home unless formally approved by the Board of Trustees and usage falls within IRS regulations.

2.3 Employees are not allowed to use District vehicles for personal purposes other than for authorized commuting or de minimis personal use. Unauthorized use of a District vehicle shall be subject to disciplinary action, up to and including termination.

Idaho Code § References

33-1501

Description

[Transportation Authorized](#)

33-1507

[Liability Insurance Related to Transportation](#)

33-512

[Governance of Schools](#)

IDAPA References

08.02.02.160

Description

[Maintenance Standards and Inspections](#)