

Number: **BP 001**

Related Procedures: AP 001

Authority: Board of Directors

Effective: July 1, 1995

Revised: July 11, 2023

Reviewed: July 20, 2023

Initiating Dept./Div.: Administration/Finance



BOARD POLICY

EMPLOYEE TECHNOLOGY PURCHASE ASSISTANCE PROGRAM

PURPOSE

This policy will provide employees with a low-cost resource to purchase a personal computer, laptop, tablet and/or other authorized hardware or software technology for the purpose of improving employee technical skills.

POLICY

1. The District will provide loans to District full-time non-probationary employees under the Employee Technology Purchase Assistance Program to purchase a personal computer and/or other authorized hardware or software technology.
2. The annual funding limit for the Program is \$30,000.
3. The maximum computer loan per employee under the Program is \$2,500, with a minimum of \$750

[Original Retained by the Secretary of the District]