

FILE: EGAF
(was file: EGAD)

TELEPHONE SERVICES

School telephones are primarily for school business. Whenever a toll call is made for school business, the Principal must be informed.

Personal calls should be limited to areas that do not involve toll charges. For all other calls, the following procedures shall be in effect:

1. Use a personal credit card or calling card or
2. Tell the operator to charge the call to your home phone or
3. Call collect.

ADOPTED: April 8, 1986

REVISED: January 9, 2001