

VENTURA COUNTY OFFICE OF EDUCATION

SUPERINTENDENT POLICY NO. 3513.11

ADOPTED: 01/21/97

CLASSIFICATION: General Administrative Policies

**REVISED: 03/05/08
01/22/19**

SUBJECT: Cellular Phones

USE OF VCOE PROVIDED CELLULAR PHONE STIPENDS AND/OR PHONES

VCOE provided cellular phone stipends and/or phones are assigned to employees only when it has been determined that the benefits/efficiencies to the employee would enhance services to VCOE and/or its customers. The Department Director, appropriate Branch Head, and/or the Superintendent must authorize this use in accordance with Administrative Regulation 3513.11.