
Board Governance Policy Cross Reference: [1](#), [14](#), [16](#)

Administrative Procedures Cross Reference:

Form Cross Reference:

Legal/Regulatory Reference:

The Interlake School Division (ISD) believes that employees or students who leave personal items on Division property do so at their own risk, with the exception of the Division mechanics' and trades' tools.

Procedure

1. Each mechanic and tradesperson will provide the Secretary-Treasurer annually with an updated list of all personally owned tools utilized in their employment and stored on division property.