

## Twenty-Four Hour Use of District Vehicles

It is the policy of Edmonds School District that vehicles owned or leased by the district and provided to one or more employees for use in connection with the district's business may not be used for personal purposes other than commuting requirements for reporting the value of the commuting use of the vehicle as gross income for federal tax reporting purposes. Such amount shall be reported as non-cash compensation in addition to the employee's actual pay.

This policy shall apply only to those employees who are required to commute to and from work in a district vehicle for bona fide noncompensatory business reasons. Personal use of district vehicles by any other employees or for any other reasons is prohibited.

### Legal References

IRS Code, Publication 15-B

Adoption Date: 04.08.86

Edmonds School District

Classification:

Revised Dates: 08.11.09; 11.01.17