

# BUS10.1 - Security and Key Management

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## B - Business

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### **Objective:**

The district is committed to ensuring the security of its facilities by managing access to buildings and grounds in compliance with state laws. Unauthorized use of district keys is strictly prohibited and subject to both legal consequences and disciplinary action.

#### **1. Unauthorized Key Use:**

Any individual who misuses a key to any district-owned or operated property without proper authorization from the Governing Board or Superintendent is guilty of a Class 3 misdemeanor. Misuse includes, but is not limited to:

- Manufacturing, duplicating, or possessing a district key without authorization.
- Permitting the use of a district key by unauthorized individuals.
- Using a district key for unauthorized purposes.

#### **2. Disciplinary Measures:**

Employees and students found in violation of this policy will face disciplinary actions, which may include termination or expulsion, in addition to any legal consequences.

### **Legal References:**

- Arizona Revised Statutes (A.R.S.) Title 13, Chapter 15