Title: **Unmanned Aircraft System (UAS) procedure**
Code: EBBD R
Section: Section E: Support Services

District staff members shall work with site and District administrators to ensure that proper insurance, registration, and authorization are in place prior to any adoption of curriculum developed that would incorporate the operation of any UAS (Unmanned Aircraft System).

District-sponsored UAS operations shall be conducted in accordance with any manufacture recommendations for use. UAS operations should be avoided during adverse weather conditions, including days when the wind is above 10-15 mph. UAS operations shall only be conducted during daylight hours. All District UAS operations shall always be in line of sight with the operator.

Indoor Use: All UAS flown indoors must have propeller guards.

- **Faculty:** Faculty engaging in or overseeing the use of UAS indoors must have appropriate knowledge to operate the UAS in a safe manner. UAS operated indoors must weigh less than 0.50 pounds.
- **Students:** Students may fly UAS weighing less than 0.50 pounds indoors while under the supervision of faculty with knowledge of safe UAS operation.

Outdoor Use: All UAS flown outdoors must be registered with the FAA if they weigh 0.50 pounds or more. Weight of the UAS and payload may not exceed 55 pounds. No staff or student shall operate a UAS outdoors without having an appropriate Part 107 Remote Pilot Certificate. UAS may not be flown over people or from a moving vehicle.

Prior to any flight, staff members must ensure that any required preflight safety checks are completed and that any maintenance is completed and current based on manufacturer recommendations.

Pilots are personally responsible to pay for any fines or penalties that are incurred resulting from their operation of a UAS.

Third Party Vendors/Contactors:

Contactors and vendors must provide:

- A copy of the appropriate Part 107 Remote Pilot Certificate(s) for all pilots operating a UAS;
- A copy of the FAA UAS registration, if appropriate, and;
- a copy of the insurance for UAS operation.

Staff members sponsoring the contractor/vendor must also submit:

- A written description of what the UAS will be used for and
- The date, time, and estimated duration of the use of the UAS.

Risk management will review the submitted materials and provide approval for the UAS use if appropriate.

Adopted: April 8, 2024

Revised: December 8, 2025

Adopted: **April 08, 2024**
Last Revised: **December 08, 2025**

Attachments EBBD R UAS drone procedure.pdf