

PUBLIC USE OF SCHOOL FACILITIES REGULATION

As a service to the community, the Board has authorized the use of school facilities to responsible and properly organized community groups that draw a large majority of their membership from the population of the school district. These organizations must apply for the use of school facilities by filing a request for a license with the Superintendent at least 30 days prior to the requested date. No license will be issued by the Superintendent unless the organization seeking the license provides written proof of insurance protecting the district against any liability resulting from the organization's use of school facilities for no less than \$1,000,000 per accident.

School organizations, including classes, clubs, athletic teams, and other approved groups may schedule the use of school facilities for meetings and other approved functions by applying to the principal of the school.

Permitted Activities

The use of school buildings and other facilities by any organization operated for private gain, or any purpose involving private gain, will be permitted only when all the following conditions are met:

1. use is sponsored by some other organization which is not operated for private gain;
2. use will not benefit principally the organization which is operated for private gain; and
3. a worthy educational, civic, or charitable purpose will be served.

Charges

All organizations that qualify to use school facilities will be charged the established rates. The director of maintenance will, on or before July 1 of each year, compute costs involved in the maintenance of school facilities and the Superintendent will establish a fee for each facility.

Special Charges

An extra charge will be made for the use of a gymnasium when an audience is present and chairs are used.

Adjustments

The Superintendent may adjust total costs for the use of school facilities by community groups on occasions when the use of the school building is shared by more than one group. Such adjusted costs in total will not be less nor greater than the actual costs to the Board incurred in opening any building and will be made known to the school district Business Officer before any billing is made.

Use of Equipment Inside the Building

At the discretion of the Superintendent, a charge will be made for the services of an operator, at the regular hourly established rate, when any school equipment is to be used in connection with the program.

Use of Equipment Outside the Building

At the discretion of the Superintendent, school equipment may be loaned to responsible community groups for a worthy education, civic, or charitable purpose when:

1. the group borrowing the equipment agrees to accept responsibility for repairing or replacing any equipment damaged or lost while in its possession;
2. the equipment is not both unusually expensive and subject to easy damage;
3. the equipment is in good condition; and
4. the group will provide a competent operator for any machines loaned.

Adopted: December 15, 1998