

## **Community Use of District Facilities** (Procedure and Fee Schedule)

Recognizing that the district has a multi-million dollar investment in its buildings which must be protected and recognizing that certain nonschool activities allow maximum community benefit, the following fee schedule, as amended from time-to-time, shall be in effect:

1. Rental Fee Schedule

- a. In addition to the required deposit, the following rental fees shall be required for **Youth Groups - Nonschool Activities**.

	<b>Area</b>	<b>Rental Fee</b>
(1)	Gymnasiums	No fee
(2)	Kitchens	\$25 each use
(3)	Cafeterias	No fee
(4)	Classrooms	No fee
(5)	Auditorium	No fee
(6)	Fields (softball/baseball/soccer)	No fee
(7)	High School Commons	No fee
(8)	Libraries	No fee
(9)	Music Rooms	No fee
(10)	Track	No fee

- b. The following rental fees shall be required for **Adult Nonschool Activities** (for building use only).

	<b>Area</b>	<b>Each Use</b>	
		<b>Weekend Fee</b>	<b>Weekday Fee</b>
(1)	Gymnasiums	\$25	\$10
(2)	Kitchens	\$25	\$25
(3)	Cafeterias	\$25	\$10
(4)	Classrooms	\$5	\$5
(5)	Auditorium	\$50	\$25
(6)	High School Commons	\$50	\$25
(7)	Libraries	\$10	\$10
(8)	Music Rooms	\$50	\$25

3. All organizations must use district employees for weekend activities use. The staff member is responsible for access, security, supervision and cleaning and must be employed in the building where the activity is to take place. If district custodians are to be hired they will be compensated as stated in the current collective bargaining agreement.

If neither a school custodian nor other staff member is available, the organization will be declined a *Building Use Request* form.

4. If district kitchen facilities are used, a district employee (cook) will be on duty at all times at the rate stated in the current collective bargaining agreement. In some cases, custodians may be hired.
5. Decision as to custodian and cook hours will be made by the superintendent.
6. Payment must be submitted and received before a Building Use Request form is issued.
7. The Board or its delegate may require additional deposits or charges for special requests not covered by the policy.
8. If field conditions are such that continued use would cause excessive damage or endanger the welfare of the participants, the school/community director and athletic director will determine continued use and alternative fields will be selected. Head coaches will be consulted before a final decision is made.
9. All fees and assessment shall be deposited to the school office and shall be used for the facility's operational costs.
10. The Board or its delegate retains the right to deny anyone further use due to security breach, damage to facilities or other improper action. Problems with users' groups (damages, etc.) will be documented and may preclude future use.
11. If there is a question as to the group's classification, it will be reviewed by the facility/grounds usage committee and a decision will be rendered.
12. All facility/grounds activities will be scheduled under the guidelines and time frames established by the superintendent.

13. Definitions

	<b>Area</b>	<b>Rental Fee</b>
a.	Youth-related school activities (school athletics, clubs, etc.)	None
b.	Youth-related nonschool activities (Little League, 4-H, Scouts, Campfire Girls, etc.)	None
c.	Adult-related school activities (community school activities, Booster Club, etc.)	None
d.	Adult-related nonschool activities - buildings only (church groups, fraternal organizations, commercial groups, social, alumni, etc.)	Fee
e.	Adult-related nonschool activities - grounds only (adult softball, volleyball, etc.)	None

Any organization that cannot be clearly defined in the aforementioned groups shall be determined by the Board or its designee.