

InterMountain Education Service District

Code: **KG**
Adopted: 1/19/11

Community Use of ESD Facilities

The Board supports the use of the ESD conference room for educational and community activities. The following categories have been determined in order of priority for building usage:

1. Activities scheduled as part of an established ESD program;
2. Activities scheduled by a public school within the ESD jurisdiction;
3. Other governmental agencies;
4. Nonprofit community-sponsored educational activities;
5. Community service clubs with profits to local charities.

A fee schedule will be developed for non-district uses.

Additional fees will be charged when the facility use requires special setup and coffee service requiring district staff time. If technical or custodial services other than those normally assigned are required, the user will be charged for this service.

The ESD shall annually review the fee schedule for use of the conference room.

Facilities used for religious purposes shall be in accordance with federal and state statutes and require the full cost and/or expense be borne by the user. Variance to this policy may be considered by the Board upon a written request.

The superintendent will be responsible for developing administrative rules to implement this policy.

Groups wishing to use the conference room facilities shall make application through the administrative office.

END OF POLICY

Legal Reference(s):

[ORS 334.125\(7\)](#)

[OAR 581-024-0288\(4\)](#)

[ORS 334.175](#)

[ORS 334.185](#)

Cross Reference(s):

DFD - Providing Space, Other Facilities and Services

EDC/KGF - Authorized Use of ESD Equipment and Material

KGF/EDC - Authorized Use of ESD Equipment and Material