

Klamath Falls City Schools

Code: **KG**
Adopted: 5/9/94
Readopted: 10/09/06
Orig. Code(s): 90700

Community Use of District Facilities

The Board supports the community education concept, which encourages the usage of district facilities by community members for recreation, education and service activities. The following categories have been determined in order of priority for building and grounds usage:

1. Youth-related school activities (clubs, athletics, etc.)
2. Adult-related school activities (Booster Club, community education, workshops, classes, etc.)
3. Youth-related non-school activities (4-H, Scouts, Youth Athletic Meetings, Campfire Girls, YMCA, etc.)
4. Adult-related non-school activities (church groups, fraternal organizations, commercial, social, alumni, etc.)

The Board expects the users to treat the facilities with respect. A Building Use Request form must be submitted by the person or group to the district office in coordination with administrators of the involved facility. The users must agree to all guidelines on the Building Use Request form. The original copy of the agreement will remain in the district office, with copies distributed to the appropriate building administrator, building custodial staff and facility user.

Rental Charges and Approval of Use

All district facility rentals will be approved by the superintendent or his/her designee. Fees for the use of school facilities will be determined by the superintendent or his/her designee based upon the rental charges and personnel fees approved by the Board.

The superintendent or his/her designee will be responsible for specific building-use regulations. Any organization that cannot be clearly defined in the categories noted above shall be determined by the superintendent or his/her designee

Approval for using the facilities will be granted for a period not to exceed three months. Requests must be resubmitted if the user desires to continue usage.

The superintendent or designee will review and adjust facility-use charges as necessary.

END OF POLICY

Legal Reference(s):

[ORS 330.430](#)

[ORS 332.107](#)

[ORS 332.172](#)