

# Knappa School District 4

Code: **KG**  
Adopted: 8/18/03  
Readopted: 8/19/13  
Orig. Code(s): KG

## Community Use of District Facilities

Community groups will be permitted and encouraged to use district facilities for worthwhile purposes when such uses do not interfere with district programs.

The following categories have been determined in order of priority for building and grounds usage:

1. Activities directly related to the required K-12 school program, including graduation;
2. Activities related to the extracurricular K-12 school program such as sports and seasonal programs;
3. Community school-sponsored programs such as classes and workshops;
4. Youth-related nonschool activities;
5. Adult-related nonschool activities.

### Eligible Organizations

There will be three classifications of nonschool uses of district facilities. These classifications are established for the purpose of determining rental charges and other fees.

1. General: Use must be for purposes that are educational, charitable or of general community interest. Such events must be open to the general public with no admission charged or contributions taken. There shall be no basic charge.
2. Noncommercial: Private nonprofit or community clubs or organizations may use the facilities and be charged for operating costs provided no admission is charged or contributions collected.
3. Commercial: All business or commercial organizations which use district buildings will be considered under this group. Included will be community and locally-sponsored noncommunity groups requesting use of district facilities for fund-raising purposes which are not necessarily devoted to educational, charitable or community interest activities. Admission may be charged or contributions received. Groups of this nature will be charged in accordance with fees approved by the Board.

## **Use of District Facilities for Private Gain**

The use of district buildings and other facilities by any organization operating for private gain, or any purpose involving private gain, will be permitted only when:

1. Such use is sponsored by some organization which is not operated for private gain;
2. Such use will not benefit principally the organization operating for private gain;
3. A worthy educational, civic or charitable purpose will be served;
4. A substantial group in the community will benefit;
5. Alternate facilities are unavailable or available only at undue cost or inconvenience.

## **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 district facilities will be determined by the superintendent with the rental charges and personnel fees, revised annually, approved by the Board. A "Building Use Request" must be submitted by the person or group to the school office prior to the use date.

The superintendent will be responsible for specific building-use regulations, except special requests not covered by Board policy.

END OF POLICY

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### **Legal Reference(s):**

[ORS 330.430](#)

[ORS 332.107](#)

[ORS 332.172](#)

### **Cross Reference(s):**

EDC/KGF - Authorized Use of District Equipment and Materials

KA/KAA - District-Community Relations Goals and Objectives

KGF/EDC - Authorized Use of District Equipment and Materials

KI - Public Solicitation in District Facilities