

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. All such arrangements will be subject to the following provisions:

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. A school district employee is required to be on site to supervise the use of the facility.
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.

Such use of district facilities by district employees will be discouraged.

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 based upon the rental charges and personnel fees approved by the Board.

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

Priorities for Use of District Facilities and Grounds

District facilities and grounds are public property. The Board supports the philosophy of extended usage of district facilities and grounds. The following categories are listed in priority order for usage:

1. Activities directly related to the required K-12 school program;
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. Nonprofit community usage of the facilities such as meetings and sports leagues sponsored by local organizations. Nonprofit youth groups take priority over nonprofit adult groups.
5. Profit-making organizations.

Public Responsibility for Facility Use

The Board supports the community education concept, which encourages the use of district facilities by community members for recreation, education and service activities. A Building Use Request must be submitted by the person or group to the school office three or more days prior to the use date. Approval or denial will be granted by the school office in coordination with facility administrators. The original copy of the agreement will remain in the school office. Other copies will be distributed to the designated administrator, custodial staff and facility user. General use for recreation, education and service activities requires that a school district employee be present for supervision.

Approval for using facilities will be granted for a period not to exceed three months. Requests must be resubmitted if the person or group desires to continue using the facility.

The Board expects the users to treat the facilities with respect. The user must agree to the guidelines on the Building Use Request form.

Public Complaints about Use of Facilities

Complaints about misuse of facilities must be submitted to the superintendent in writing and must bear the signature of the individual and/or group lodging the complaint. The superintendent shall attempt to resolve the complaint.

The superintendent may suspend use until the complaint is resolved. If the complainant or user is not satisfied with the proposed solution, either may request a hearing by the Board.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.172](#)

Cross Reference(s):

EDC/KGF - Authorized Use of School Equipment and Materials

KGF/EDC - Authorized Use of School Equipment and Materials