

# Sheridan School District 48J

Code: **KG**  
Adopted: 7/27/11  
Readopted: 7/18/12  
Orig. Code(s): KG

## **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. 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.

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 school 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 school office, with copies distributed to the appropriate building administrator, building custodial staff and facility user.

### **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 school facilities by district employees will be in compliance with Oregon ethics laws.

## **Rental Charge 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.

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 will be responsible for the development of specific building-use regulations, except special request 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

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KI - Public Solicitation in District Facilities