

Saint Helens School District 502

Code: **KG**
Adopted: 7/28/03
Readopted: 9/24/07
Orig. Code(s): KG

Community Use of District Facilities

The Board supports the community education concept, which encourages the use 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 administrator, building custodial staff and facility user.

Approval for using the facilities will be granted for a period not to exceed six months. Requests must be resubmitted if the user desires to continue usage. Organizations that have established full year programs in the schools may contract for a 12 month period.

The superintendent will encourage the involvement of staff, parents and the community in the development of specific building-use regulations.

END OF POLICY

Legal Reference(s):

[ORS 330.430](#)

[ORS 332.107](#)

[ORS 332.172](#)

Cross Reference(s):

DFD - Rental and Service Charges

EDC/KGF - Authorized Use of School-Owned Equipment and Materials

KGF/EDC - Authorized Use of School-Owned Equipment and Materials