

Warrenton Hammond School District 30

Code: **KG-AR**
Revised/Reviewed: 3/08/11

Community Use of District Facilities (Procedure and Fee Schedule)

Recognizing that the district has a multi-million dollar investment in its buildings which must be protected and recognizing that certain nonschool activities allow maximum community benefit, the following rental fees, shall be required for building use only:

| | Each Use Area | |
|---------------------------|----------------------|--------------------|
| | Weekend Fee | Weekday Fee |
| 1. Gymnasiums | \$50 | \$35 |
| 2. Kitchens and Cafeteria | \$50 | \$25 |
| 3. Cafeterias | \$25 | \$20 |
| 4. Classrooms | \$25 | \$15 |
| 5. High School Commons | \$25 | \$20 |
| 6. Libraries | \$25 | \$15 |

Requests for use of district athletic fields will be reviewed on a case by case basis by building administrator and may be subject to district fees. All charges for damages and cleaning required after the use by a group or individual shall be assessed against the users.

If field conditions are such that continued use would cause excessive damage or endanger the welfare of the participants, the building administrator and/or athletic director will determine continued use and alternative fields will be selected. The final decision will be made by the building administrator.

All organizations must use district employees for weekend activities use. The staff member is responsible for access, security, supervision and cleaning and must be employed in the district. If district custodians are to be hired they will be compensated as stated in the current collective bargaining agreement.

If neither a school custodian nor other staff member is available, the organization will be declined a *Building Use Request* form.

If district kitchen facilities are used, a district employee (cook) will be on duty at all times at the rate stated in the current collective bargaining agreement. In some cases, custodians may be hired.

Decision as to custodian and cook hours will be made by the building administrator.

Payment must be submitted and received before a Building Use Request form is issued.

The superintendent may require deposits or charges for special requests not covered by the policy.

All fees and assessment shall be deposited to the school office and shall be used for the facility's operational costs.

The superintendent retains the right to deny anyone further use due to security breach, damage to facilities or other improper action. Problems with users' groups (damages, etc.) will be documented and may preclude future use.

If there is a question as to the group's classification, it will be reviewed by superintendent and a decision will be rendered.

All facility/grounds activities will be scheduled under the guidelines and time frames established by the building administrator.

| | Area | Rental Fee |
|----|---|-------------------|
| 1. | Youth-related school activities (school athletics, clubs, etc.) | None |
| 2. | Youth-related nonschool activities (Little League, | None |
| 3. | 4-H, Scouts, Campfire Girls, etc.) | |
| 4. | Adult-related school activities (community school activities, Booster Club, etc.) | None |
| 5. | Adult-related nonschool activities - buildings only (church groups, fraternal organizations, commercial groups, social, alumni, etc.) | Fee |
| 6. | Adult-related nonschool activities - grounds only (adult softball, volleyball, etc.) | As determined |

Any organization that cannot be clearly defined in the aforementioned groups shall be determined by the superintendent.