

1. Use by School Organizations

School gymnasiums, play fields, and other special purpose rooms are primarily designed for school purposes. These facilities are to be used without charge for the following purposes:

- a. For meetings of students
- b. For meetings for the benefit of teachers
- c. For meetings and entertainment by teachers, clubs, alumni associations, parent-teacher associations, and other organizations affiliated directly with schools.
- d. For entertainment for the benefit of the schools given by organizations recognized by the school authorities.

Such meetings shall have precedence over all others and may be held by arrangement with the principal of the building. The principal assumes the responsibility, therefore, and provides the supervision for the activity. All school activities shall end at 12:00 midnight.

2. Use by the Public

- a. The use of school facilities by the public is permitted for meetings of an educational, patriotic, philanthropic, civic, musical, recreational, or social nature intended to promote the public welfare.
- b. These meetings shall not conflict with the aforementioned school uses or with the regular program of the school.
- c. These meetings will be permitted only if sponsored by non-profit, non-discriminatory organizations within the district.
- d. Political meetings will not be permitted.

3. Use by Religious Organizations

- a. Churches and religious organizations may be granted occasional use of the school building if other community facilities are not available.
- b. Application will not be considered for a series of religious meetings.
- c. All use by religious organizations are subject to district rental fees unless waived by the Board.

4. Application for Use of School Facilities

- a. Application for public use of school facilities shall be requested from the building Principal or superintendent.
- b. Applications shall be acted upon by the superintendent and building principal, who may require any information of applicants, may reject any application, and may cancel any permit previously issued.
- c. When a permission is granted, the principal shall be responsible for the following arrangements:
 1. See that a custodian is available one-half hour before and until the use of the facility is completed.
 2. Charge the custodian with the following responsibilities:
 - a. Opening and closing the facilities.
 - b. Heating, lighting, and ventilation.
 - c. Assisting in maintaining order on the school premises.

5. General Regulations

- a. The Board shall determine the rental rates and all rules for the use of school facilities. Any deviation from the rental fees can only be made with the approval of the Board. In general, the minimum rental charge shall be sufficient to cover the cost of the utilities and custodial service demanded. For non-profit groups who do their own custodial work, fees can be waived by the superintendent.
- b. The Board reserves the right to reject any or all applications for the use of school facilities.
- c. School facilities shall not be used for private gain or by any group which in the opinion of the Board advocates the over-throw or change of our government by force.
- d. Any advertising for any event scheduled to use a school facility must indicate the sponsoring agent.
- e. Whenever school facilities are used, sufficient supervision, including police attendance, if necessary, shall be provided by those persons granted a use permit. This is to insure good order, the protection of property, the observance of these rules and regulations, and the prevention of people being elsewhere in the premises other than the facilities engaged and their direct approaches. All groups must be under the supervision of a responsible adult.

- f. As a general rule, facilities should be vacated by 10:30 p.m. unless other arrangements for a later closing time are made in advance.
- g. No alcoholic beverages are allowed on school premises. No tobacco products are allowed on the school grounds.
- h. All organizations using district facilities must furnish their own equipment and see that the equipment is removed after the event.
- i. Any damages to school facilities shall be charged to the organization using the facilities during the time the damage is done.
- j. All organizations sponsoring events on school property must take full responsibility for injuries to persons or property during the event .

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LEGAL REFERENCE:

Board Action

ADOPTED: 9/19/77

AMENDED: 11/11/2002

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