

Policy No.: 1006.01
Adopted: 9/8/03
Reviewed:

COMMUNITY USE OF SCHOOL DISTRICT BUILDINGS, SITES AND EQUIPMENT

School District facilities, sites, and equipment will be made available to local nonprofit entities without charge. "Entities" shall include organizations, groups and individuals and their agents. Such use will be permitted only when the use does not interfere with or disrupt the education program or a school-related activity, the use is consistent with state law, and will end no later than midnight (the after prom party is an exception). It is within the discretion of the board to selectively allow for-profit entities to use school district facilities, sites and equipment on a fee basis. It shall be within the discretion of the superintendent to allow use of school district facilities, sites, and equipment on Sundays or holidays.

Those who wish to use school district facilities, sites or equipment must apply at the superintendent's office. It shall be the responsibility of the superintendent to determine whether the school district facility or equipment requested is available and whether the application for use meets board policy and administrative regulations. It shall be the responsibility of the superintendent to provide application forms, obtain proof of insurance, and draw up the contract (when required) for use of school district facilities, sites and equipment.

A school district employee shall supervise use of school district facilities, sites and equipment by entities unless special prior arrangements are made with the superintendent. The school district employee shall not accept a fee from the entity using school district facilities and equipment. If appropriate, the school district employee will be paid by the school district.

Entities that use school district buildings or sites must leave the building or site in the same condition it was in prior to its use. Entities that use school district equipment must return the equipment in the same working condition it was in prior to its use. Inappropriate use of school district facilities, sites or equipment may result in additional fees charged to, or the inability of, the entity to use school district facilities, sites or equipment in the future.

Legal Reference: Good News Club v. Milford

Cross Reference: Usage Fees, Admissions and Royalties
Lease, Sale or Disposal of School District Buildings and Sites
Principles and Objectives for Community Relation