

**FACILITY USE**

Scheduling precedence shall be given to groups in order of their numbered classification and date of receipt of written application by the superintendent. Rental charges shall be levied on the following basis:

Class 1 -- No fee

Class 2 -- No fee when used on an admission-free basis on school nights.

Class 3 -- Nominal fee to cover lights, heat, etc. when used on an admission-free basis on school nights. See Table of Charges.

Class 4 -- See Table of Charges. Sectarian groups will be limited to incidental use and precluded from use on a regular, on-going basis.

Class 5 -- See Table of Charges. Profit-oriented groups will be limited to incidental use and precluded from use on a regular, on-going basis.

All charges shall exclude the charges for services of special school personnel such as custodians and supervisors who are required for the facilities used. These charges will be in addition to the rental/use fee. The need for such special personnel shall be determined at the time of written application. Use of the kitchens and/or cooking equipment is specifically prohibited without a regular school cook on duty unless approved by the superintendent with concurrence of the director of food services,

Appropriate school personnel must be present at all times facilities are in use. If such service is voluntary, no fee for that service will be assessed. Custodial fees (including supervision, if necessary) will be assessed at the current rate plus benefits and overtime pay, if applicable.

Table Of Charges For Use Of Facilities

Facility	Class 3 Use*	Class 4 Use*	Class 5 Use * (Rental Fees Plus)
<b>High School</b>			
Community Center	\$25	\$25	10% of gross of \$50 minimum
Gymnasium	\$25	\$40	10% of gross \$100 minimum
Classroom	\$10	\$10	10% of gross \$20 minimum
Kitchen	\$15	\$25	10% of gross \$50 minimum
Baseball Fields	\$10	\$15	10% of gross \$50 minimum
<b>Middle School &amp; Elementary</b>			
Multi-Purpose Room	\$10	\$15	10% of gross \$50 minimum
Classroom	\$10	\$10	10% of gross \$20 minimum
Kitchen	\$25	\$40	10% of gross \$60 minimum
Gymnasiums	\$25	\$25	
D.O. Board Room	\$15	\$15	Not Available

\*Based on each 3-hour increment of time.

### **Multiple Use of Building**

If more than one area is used in a building, there will be no custodial fee charged for supervision in additional areas.

NOTE: The above charges assume only normal use with minimal cleanup required. Additional charges may be assessed for abnormal cleanup requirements.

Application for use of school facilities will be made to the facilities coordinator.

Professional fund raisers representing charities must provide evidence that the fund raiser:

- A. Is recognized by the Philanthropic Division of the Better Business Bureau;
- B. Is registered and bonded by the state of Washington; and
- C. Will give the charity at least sixty (60) percent of the gross revenues.

The superintendent will develop and recommend to the board a fee schedule applicable for use of school facilities. The fee schedule will be evaluated on a biennial basis.

Sponsoring organizations will provide sufficient, competent adult and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.

Alcoholic beverages and illegal drugs will not be permitted in school facilities or on school property at any time. Tobacco use is prohibited in school facilities and on school property. All applicants for use of school facilities will hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of school facilities. Also, in the event that property loss or damage is incurred during such use or occupancy, the amount of damage will be decided by the superintendent and approved by the board and a bill for damages will be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

All applicants for use of school facilities will maintain accident and liability insurance for persons using district facilities under the applicant's sponsorship in an amount not less than \$50,000 due to bodily injury or death of one person or at least \$100,000 due to bodily injury or death of two or more persons in any incident. If use of the district's facilities is to be ongoing, the applicant will provide evidence to the district once every thirty days that the insurance remains in effect.

Additionally, youth organizations engaged in sports activities and using school facilities must submit a signed statement of compliance with the policies, described in RCW 28A.600 for the management of concussion and head injury in youth sports.

The superintendent possesses the authority to make the decision on use of school facilities by a group. The group may appeal such decision to the board.

Because of the value of district's playing fields to the community's total recreational opportunity, the fields may be used by all residents. The use must be appropriate and compatible with each play field and its surrounding area. Such use will not result in destruction, damages, or undue wear or pose a hazard to children or others. Activities that endanger others or cause damage to fields and lawns are restricted. Should damage to fields and lawns occur, the superintendent will make reasonable effort to obtain restitution for the damage.

A custodian or other authorized staff member must be on the premises when any non-school group is using school facilities.