SCOPE OF USE

The District shall permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with school use or with this policy.

Approval shall not be granted for any purpose that would damage school property or to any group that has damaged District property.

Note: See the following policies for other information regarding facilities use:

- Use by employee professional organizations: DGA
- Use of facilities for school-sponsored and school-related activities: FM
- Use by noncurriculum-related student groups: FNAB
- Use by District-affiliated school-support organizations: GE

NONPROFIT FUND-RAISING

The District shall permit nonprofit organizations to conduct fund-raising events on District property when these activities do not conflict with school use or with this policy.

FOR-PROFIT USE

The District shall permit for-profit use for the Performing Arts Center for activities consistent with facility design and purpose.

SCHEDULING

Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis.

Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM] The Superintendent shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.

APPROVAL OF USE

The athletic director is authorized to approve use of athletic facilities and the Performing Arts Center. The associate superintendent is authorized to approve all other District facilities.

EXCEPTION

No approval shall be required for nonschool-related recreational use of the District's unlocked, outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled nonschool purpose. Scheduled group activities, however, shall require approval by the athletic director.

EMERGENCY USE

In case of emergencies or disasters, the associate superintendent may authorize the use of school facilities by civil defense, health, or emergency service authorities.

FACILITIES NOT AVAILABLE

The following facilities shall not be available for nonschool use:

1. Campus and administration offices.
2. Classrooms.
3. Teacher lounges and workrooms.
4. Libraries.
5. Athletic training rooms and field houses.

The football stadium, baseball field, and competition gyms at the high school and middle school shall be used only for UIL-sanctioned activities.

USE AGREEMENT

Any organization or individual approved for a nonschool use of District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable administrative regulations, and acknowledging that the District is not liable for any personal injury or damages to personal property related to the nonschool use.

FEES FOR USE

Nonschool users shall be charged a fee for the use of designated facilities.

The associate superintendent shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any applicable personnel costs for supervision, custodial services, food services, security, and technology services.

RENT-FREE USE

The following groups may not be charged a rental fee. A usage fee shall be assessed to all groups using a District facility except when District custodians are on duty.

1. Generally, rent-free use of buildings is limited to student functions and student school-related functions that directly benefit District students.
2. Specifically, the following groups are approved for rent-free use if only a small area is needed immediately after school: Boy Scouts, Girl Scouts, CHISD Sponsored Community Education, PTA, public elections, Cedar Hill Youth Association, and Cedar Hill ISD Booster Clubs.
3. Use shall be limited to organizations that have at least three-fourths of their membership residing within the boundaries of the District. Organizations may be required to submit an official roster of members and their addresses and telephone numbers.

4. Other groups may be approved for rent-free use by a designated District administrator as directed by the Board. The list above shall be reviewed and revised as requested by the Board.

FEE BASIS

School facilities shall be available for a rental charge to civic, religious, cultural, welfare, or political organizations, or for recreational activities that do not interfere with the conduct of the school system, provided the use of the buildings is scheduled for the hours the building or facility is not normally open and in use.

The District shall establish rent and usage fees adequate for the costs of custodial services, school security precautions, utilities, and other operational expenses connected with the use of facilities by organizations and/or groups.

Facilities may be used for public school UIL and private school play-off games and collegiate games if approved by the designated District administrator.

EXCEPTIONS

Fees shall not be charged when school buildings are used:

1. For public meetings sponsored by state or local governmental agencies; or
2. By District employee professional organizations. [See DGA]

REQUIRED CONDUCT

Persons or groups using school facilities shall:

1. Conduct business in an orderly manner.
2. Abide by all laws and policies, including but not limited to those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products on school property. [See GKA]
3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.

All groups using school facilities shall be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the District for the cost of any such repairs.