

The District has established a limited open forum for nonschool use of District facilities in accordance with this policy.

The District shall provide equal access to youth groups designated in federal law, including the Boy Scouts, as it provides to other nonschool users of District facilities. [See Patriotic Societies in GKD(LEGAL)]

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 District 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 not permit nonprofit organizations not affiliated with the District to conduct fundraising events on District property.

For-Profit Use

The District shall permit individuals and for-profit organizations to use its facilities for financial gain when these activities do not conflict with school use or with this policy.

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 director of facility use is authorized to approve any nonschool use of any District facility.

Exception

No approval shall be required for nonschool-related recreational use of the District's playgrounds, tennis courts, and unlocked tracks when the facilities are not in use by the District or for a scheduled nonschool purpose.

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

Emergency Use	In case of emergencies or disasters, the Superintendent may authorize the use of District facilities by civil defense, health, or emergency service authorities at no charge.
Long-Term Use	The District shall permit long-term use in accordance with a separately negotiated agreement. For purposes of this policy, long-term leasing shall be defined as leasing for more than 90 consecutive days or for more than 11 months.
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	<p>Nonschool users shall be charged a fee for the use of designated District facilities.</p> <p>The 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.</p> <p>Organizations whose overall program and purpose exist to directly benefit the District's curricular, cocurricular, or extracurricular activities, e.g., parent-teacher organizations and booster clubs shall not be subject to posted deposits and fees unless the use includes fundraising through a commercial entity. When fundraising through a commercial entity is involved, all deposits and fees, except the building fee, shall be required.</p> <p>An exception to deposits and all fees, apart from charges for utilities and personnel costs, shall also be permitted for any nonprofit nonschool-related organization whose program is for school-aged children and primarily involves District students.</p> <p>The swim center shall be excluded from the deposits and fee exemptions described in this policy.</p> <p>When using a high school auditorium, all organizations and individuals must pay for technicians to operate theater equipment, if deemed necessary by the District.</p>
Exceptions	<p>Fees shall not be charged when District facilities are used:</p> <ol style="list-style-type: none">1. For public meetings sponsored by state or local governmental agencies; or2. By District employee professional organizations [see DGA].

**Profit Purpose
Education Based**

The District's student-based program fee schedule shall apply to an organization, individual, or group using school facilities for profit or for commercial purposes aimed at educating and/or physically developing District students only, as long as the purpose is for other than strength and conditioning. Strength and conditioning programs shall pay the fees for those programs. The following conditions must be met:

1. Facilities and space are available;
2. Field conditions allow the use of fields;
3. The maintenance schedule allows use of fields and/or facilities;
4. The program is in accordance with current UIL regulations;
5. The program has been approved by the athletic director, if athletic facilities are involved;
6. The use has been approved by the campus principal or designee;
7. The program has been approved by operational services;
8. A criminal background check is performed on all personnel dealing directly with students; and
9. District identification badges (paid by requestor) are worn when on campus.

**Profit Purpose
Strength and
Conditioning**

An organization, individual, or group permitted to use school facilities for profit or commercial purposes aimed at physically developing District students only shall pay applicable fees. The following conditions must be met:

1. Facilities and space are available;
2. A weight room is available;
3. Field conditions allow the use of fields;
4. The maintenance schedule allows use of facilities and/or fields;
5. The program is in accordance with current UIL regulations;
6. The program has been approved by the athletic director, if athletic facilities are involved;
7. The use has been approved by the campus principal or designee;
8. The program has been approved by operational services;

9. A criminal background check is performed on all personnel dealing directly with students; and
10. District identification badges (paid by requestor) are worn when on campus.

**Employee Use of
Facilities in General**

Free use of District facilities by employees as individuals for any purpose other than their assigned duties or as approved for camps, clinics, tournaments, competitions, contests, programs, leagues, or private instruction shall be prohibited, unless permitted by the administrative regulations for the District's wellness program. Employees acting as private citizens must pay posted fees.

**Use of District
Facilities by
Employees**

Use of District facilities by employees shall be limited to the following.

District-Sponsored
Camps / Clinics

Annually, District varsity high school head coaches and sponsors (excluding assistant coaches and assistant sponsors) shall be permitted to conduct one fee-based camp, not to exceed three weeks, in their primary sport or event, for which the District's camp fee schedule shall apply if:

1. Space is available;
2. Field conditions allow use of fields;
3. The maintenance schedule allows use of fields and/or facilities;
4. The camp is in accordance with current UIL regulations;
5. The camp has been approved by the athletic director, if athletic facilities are involved;
6. The use has been approved by the campus principal or designee;
7. The camp has been approved by operational services; and
8. The camp is conducted by the coach (i.e., the coach/sponsor provides the primary instruction).

Annually, District head band directors, choir directors, and theater directors (excluding assistant band directors, assistant choir directors, and theater directors) shall be permitted to conduct one fee-based camp, not to exceed two weeks, for which the District's camp fee schedule shall apply if:

1. Space is available;
2. Field conditions allow use of fields;

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

3. The maintenance schedule allows use of fields and/or facilities;
4. The camp is in accordance with current UIL regulations;
5. The camp has been approved by educational services;
6. The use has been approved by the campus principal or designee;
7. The camp has been approved by operational services; and
8. The camp is conducted by the band, choir, or theater director.

District-Sponsored
Strength and
Conditioning
Programs

Annually, District varsity high school head coaches (excluding assistant coaches) and middle school athletic coordinators shall be permitted to conduct two fee-based strength and conditioning programs, in accordance with UIL rules; and the strength and conditioning fees and rules shall apply if all of the following conditions are met:

1. Facilities and space are available;
2. A weight room is available;
3. Field conditions allow use of fields;
4. The maintenance schedule allows use of fields and/or facilities;
5. The program is in accordance with current UIL regulations;
6. The program has been approved by the athletic director [see District administrative regulation regarding strength and conditioning programs];
7. The use has been approved by the campus principal or designee; and
8. The program has been approved by operational services.

Fundraising Camps
/ Clinics /
Tournaments /
Competitions or
Contests

Annually, District varsity high school head coaches and sponsors (excluding assistant coaches and assistant sponsors) shall be permitted to sponsor up to three fee-based events, none of which shall exceed one week in duration, in their primary sport or area, performed by them (in which the coaching or instruction is performed by the coach or sponsor or students of their programs, and not by a third party) as a fundraiser, for which the District's fundraising event fee schedule shall apply if:

1. Facilities and space are available;
2. Field conditions allow use of fields;

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

3. The maintenance schedule allows use of fields and/or facilities;
4. The event is in accordance with current UIL regulations;
5. The event has been approved by the athletic director, if athletic facilities are involved;
6. The use has been approved by the campus principal or designee;
7. The event has been approved by operational services; and
8. The coach/sponsor coordinates the event, supervises, and is present during the event.

Annually, District varsity high school head coaches and sponsors (excluding assistant coaches and assistant sponsors) shall be permitted to sponsor one fee-based event, not to exceed one week, in their primary sport or area, performed by a commercial entity, for which the commercial fundraising event fee schedule shall apply if:

1. Facilities and space are available;
2. Field conditions allow use of fields;
3. The maintenance schedule allows use of fields and/or facilities;
4. The event is in accordance with current UIL regulations;
5. The event has been approved by the athletic director, if athletic facilities are involved;
6. The use has been approved by the campus principal or designee;
7. The event has been approved by operational services; and
8. The coach/sponsor coordinates the event, supervises, and is present during the event.

Athletic Leagues

Annually, District varsity high school head coaches (excluding assistant coaches) shall be permitted to host two fee-based leagues in their primary sport, for which the District's athletic league fee schedule shall apply if:

1. Facilities and space are available;
2. Field conditions allow use of fields;
3. The maintenance schedule allows use of fields and/or facilities;

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

4. The league is in accordance with current UIL regulations;
5. The league has been approved by the athletic director, if athletic facilities are involved;
6. The use has been approved by the campus principal or designee;
7. The league has been approved by operational services; and
8. The coach coordinates the league and is present for all games for safety and security purposes.

Private Student Instruction

District teachers shall be permitted, only during the summer, to conduct private student instruction for which the District's camp fee schedule shall apply if:

1. The instruction may be located (space available) at one of the campuses designated for summer school;
2. The instruction has been approved by educational services; and
3. The instruction has been approved by operational services.

[See DBD for other restrictions]

Meetings with Students / Parents

An employee shall be permitted to use a classroom to conduct an informational student/parent meeting pertaining to an event or activity that is not District-sponsored but involves only District students for which the District's meeting room fee schedule shall apply.

Required Conduct

Persons or groups using District 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 or e-cigarettes on school property. [See GKA]
3. Make no alteration, temporary or permanent, to school property without prior written consent from the campus principal or facility manager.

Release of Liability

Organizations and individuals, including District coaches, sponsors, and directors, using school facilities shall release the District from liability for personal injury and/or damages to personal property.

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.

Concessions

Only District-approved booster clubs may use District concession stands to sell concessions on District property. If an organization or individual using District facilities desires food or beverage concessions for its event or activity, the District shall contact an approved booster club to provide the concession sales. If an approved booster club is not available or interested in operating the concessions, then sale of food or beverages shall not be permitted at the event.

Other Sales

The sale of t-shirts or other items in conjunction with approved facility use shall require prior approval from the director of facility use and shall only be permitted when related to the program, campus, or a league.