

Liberty-Eylau Independent School District Use of School Facilities

General Conditions

The materials below, including the rental fee schedule, set out the conditions for rental and use of District school buildings and facilities. [See GKD(LOCAL)]

School buildings or facilities will be made available at a rental charge commensurate to the operating cost to the public, subject to the following:

1. The activity must not interfere with the normal use of the building by school personnel, nor will the use of the facility cause wear judged harmful to the facility.
2. The group sponsor, chairperson, or leader will be responsible for the facility being used.
3. The group or organization renting the school facility will be held responsible for any damage to the facility resulting from the use of the building. Groups using a building for an occasion to which the public is invited to attend will be held responsible for treatment of the property by the general public during the rental period.
4. Classrooms or areas where personal property is not secured will not be rented.
5. The possession or consumption of alcohol is prohibited by law on all school premises. The use of tobacco products is strictly prohibited on all District-owned or -controlled property.
6. Food consumption will be regulated by administrative procedures. The director of food services must approve any kitchen use or use of food service equipment in advance. Use of food service equipment will be permitted only under supervision of food service personnel. Food service personnel will be compensated at the rate of one and one-half times the hourly rate. This rate is in addition to that charged for building use.
7. No facility will be rented for the purpose of a public dance.
8. Rental areas are to be left clean after use. Lessees will be billed by the District for services provided by District personnel.
9. Gymnasiums are not available Saturday and Sunday for competition or practice.
10. Gymnasiums will be closed by 8:00 p.m. each evening unless the activity is school sponsored. All practices and competitions must be completed by that time.
11. Coaches, assistant coaches, and student assistants must submit to a criminal history check, which will be conducted through the District's police department.
12. Licensed security personnel or a certified police officer will be required for any competitive event or for any event that involves any group activity that is expected to have more than 100 attendees.

Group Classification

Classification I will include nonprofit groups and activities serving the youth of the District and community. Facilities will be available at no cost during normal school days and hours for groups in this classification, but activities may not conflict with the daily operation of the school. Fifty percent of a youth athletic team or any other youth group (school age) must be enrolled in District schools.

Classification II will include nonprofit groups and activities serving the entire community of all ages but will not be limited to the District. Classification II will be charged for personnel and maintenance costs during and after the normal school day.

Classification III will include all other groups and activities. This classification will be charged personnel, operation, and maintenance costs commensurate with the prorata cost of the area under normal school conditions.

Classification IV will include governmental agencies, including but not limited to, Bowie County, the City of Texarkana, Texas, Texarkana College, Texas A&M University Texarkana, and the Region VIII Education Service Center. This classification may be granted use of District facilities at no charge when a reciprocal facility agreement is appropriate and feasible. Long-term use of District facilities under this classification is subject to approval by the Board.

School Grounds

School grounds will be available for community use and are subdivided into two categories: play fields and competition fields.

Play fields will be open for community use on a first-come, first-serve basis.

Disruptive behavior will not be tolerated. Criminal trespass warnings will be issued to any individual found to be acting in an unacceptable way or causing damage to District property.

Competition (interscholastic) fields and areas are reserved for use by District athletes or playoff games. These fields are not typically made available for rental. Special consideration will be given to one-time communitywide events.

Security

Lessees will be responsible for providing security when required by the school administration.

Insurance Requirements

All groups wishing to rent a District facility must provide to the District, before the scheduled activity, a certificate of liability insurance in the amount of \$1,000,000 listing the District as an additional insured for the dates specified on the rental agreement.

Any exception to the liability insurance requirement must be approved by the District's insurance carrier, prior to the rental and/or use of the facility.

Building Rental Fee Schedule

The building rental fee schedule is as follows:

Location	Classification I	Classification II	Classification III	Classification IV
CK Bender Gym	nc	\$100	\$100	nc
CK Bender Practice Fields	nc	nc	nc	nc
LEMS Cafetorium	nc	\$150	\$150	nc
LEMS Gym	nc	nc	nc	na
LEMS Practice Fields	nc	nc	nc	nc
High School Media Center	nc	\$300	\$300	nc
High School Cafeteria	nc	\$100	\$100	nc
High School Library	nc	\$100	\$100	nc
High School East Gym	nc	\$100	\$100	nc
High School West Gym	nc	\$100	\$100	nc
SOS Cafeteria	nc	\$150	\$150	nc
Dan Haskins Park Pavilion	nc	\$50	\$50	nc

A \$100 cleaning fees will be required in addition to use fee for all classifications. Deposit will be refunded if facilities are left clean and no damage has been done.

\$50 deposit required in addition to use fee. Deposit will be refunded if facilities are left clean and no damage has been done.

\$100 deposit required in addition to use fee. Deposit will be refunded if facilities are left clean and no damage has been done.

\$50 key deposit required for any indoor facility that requires the issuance of a key. The deposit will be returned when the key is returned. Keys should be returned within five days after use of the facility. Failure to return keys will result in loss of \$50 deposit and/or denial of future use of facilities. Deposits will be returned in a timely manner through the normal process of check issuance, which is normally seven–ten days.