

COMMUNITY RELATIONS  
NONSCHOOL USE OF SCHOOL FACILITIES

GKD  
(LOCAL)

**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.

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**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
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**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**

Except as stated below, the District shall not permit individuals or for-profit organizations to use its facilities for financial gain; however, the District shall permit private academic instruction, as well as public performances, recitals, or presentations so long as no admission fee is charged, when these activities do not conflict with school use or with this policy.

The District shall permit a for-profit organization to use its facilities for financial gain so long as the for-profit organization is part of a school-sanctioned, employee-led activity. This includes athletic or other extracurricular camps or tutorials led by employees. Whether an organization meets this exception shall be determined by the sole discretion of the Superintendent or designee.

**Scheduling**

Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis within the areas of priority outlined below.

Priorities

Priority rating for use of school facilities shall be determined by the following schedule:

1. Local school using own facilities.
2. Local school using another school's facilities (Example: use of school gym by junior high school).

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3. District-affiliated, school-support or booster organizations.
4. Youth-sponsored groups (Boy Scouts, little league, etc.).
5. Elections (national, state, county, school, or city).
6. Service clubs, civic organizations, lodges, charitable groups, welfare organizations.

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

**Approval of Use**

The principal is authorized to approve use of facilities on a school campus. The Superintendent is authorized to approve use of 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.

Emergency Use

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

**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 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.

Exceptions

Fees shall not be charged when school buildings are used for public meetings sponsored by state or local governmental agencies.

Fees shall not be charged for use by District employee professional organizations. [See DGA]

**Required Conduct**

Persons or groups using school facilities shall:

1. Conduct business in an orderly manner.

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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.

The removal of school equipment and furniture from school buildings and facilities is expressly prohibited unless the equipment and furniture are to be used in association with a school-sponsored activity or special permission is granted by 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.