

**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.

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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 Fundraising**

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

**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.

**Campaign-Related Use**

Except to the extent a District facility is used as an official polling place, District facilities shall not be available for use by individuals or groups for political advertising, campaign communications, or electioneering, as those terms are used in state law.

**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 office of school facilities shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.

**Approval of Use**

The office of school facilities and the activities director are authorized to approve use of any District facility.

**Approval**

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 fa-

ilities 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 District facilities, including the Curtis Culwell Center, 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 office of school facilities 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.

When school facilities are used for public meetings sponsored by state or local governmental agencies, the Superintendent shall determine whether fees shall be charged for such use.

**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 or e-cigarettes 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 District 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.

**Identification of Sponsor**

The non-school user of District facilities, including the Curtis Culwell Center, shall not assign or delegate any control or responsibility to any other user or co-sponsor, agent, or third party without prior written approval of the executive director of school facilities or director of the Curtis Culwell Center, as appropriate. All users or co-sponsors of an event must be clearly identified prior to confirmation of a reservation. Reservations for presenting one event may not be used for presenting a different event without written

approval by the executive director of school facilities or director of the Curtis Culwell Center, as appropriate.

**Curtis Culwell Center**

Except as specifically provided herein, this policy shall not apply to the Curtis Culwell Center. Use of the Curtis Culwell Center shall be governed by administrative regulations and individual use agreements. The director of the Curtis Culwell Center or designee shall approve or reject a request to use the Curtis Culwell Center in accordance with provisions of and deadlines set out in this policy and administrative procedures, without regard to the religious, political, philosophical, or other content of the speech likely to be associated with the organization's use of the facility. Approval shall not be granted when the official has reasonable grounds to believe that:

1. The Curtis Culwell Center is unavailable, inadequate, or inappropriate to accommodate the proposed use at the time requested;
2. The applicant is subject to a prior sanction;
3. The proposed use would constitute an immediate and actual danger to the peace of and/or a security risk to the District, the Curtis Culwell Center, and/or the local community, that available law enforcement officials could not control with reasonable efforts;
4. The proposed use would constitute a material and substantial disruption to the regular academic program or other operations of the District;
5. The applicant owes a monetary debt to the District and the debt is considered delinquent;
6. The proposed use would result in damage to or defacement of property or the applicant has previously damaged District property;
7. The applicant failed to supply the requested information on the application;
8. The application contains a material misrepresentation of fact;  
or
9. The proposed use is not a suitable location because the design or dimensions of the event shall substantially interfere with pedestrian access, traffic flow, or public safety in or near the same area as the proposed event.