

<b>Scope of Use</b>	<p>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, with this policy, or with the administrative regulation at GKD. District property includes all campuses and support facilities. Campuses are defined as elementary, junior high, and high school facilities. All other sites are defined as support facilities.</p> <p>Approval for usage shall not be granted for any purpose that would damage District property or to any group that has damaged District property and failed to appropriately compensate the District for the damages.</p>
<b>Nonprofit Fund-Raising</b>	<p>The District may permit nonprofit organizations to conduct fund-raising events on District property when these activities do not conflict with school use, with this policy, or with the administrative regulation at GKD.</p>
<b>For-Profit Use</b>	<p>The District may permit individuals and for-profit organizations to use its facilities for financial gain when these activities do not conflict with school use, with this policy, or with the administrative regulation at GKD.</p>
<b>Scheduling</b>	<p>Requests for nonschool use of District facilities shall be considered on a first-come, first-serve basis.</p> <p>Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM] The District's general manager of facilities or designee shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.</p>
<b>Approval of Use</b>	<p>The general manager of facilities or designee is authorized to approve use of any District facility.</p>
<b>Emergency Use</b>	<p>In case of emergencies or disasters, the director of public safety may authorize the use of District facilities by civil defense, health, or emergency service authorities.</p>
<b>Facilities Not Available</b>	<p>The following facilities shall not be available to nonschool-related groups during the scholastic year unless the general manager of facilities obtains authorization from the campus principal:</p> <ol style="list-style-type: none"><li>1. Classrooms;</li><li>2. Libraries or resource areas;</li><li>3. Band halls and choir rooms;</li><li>4. Office areas; and</li><li>5. Computer labs.</li></ol>

<b>Repeated Use</b>	The District may permit repeated use by any group or organization for nonschool purposes for no longer than one calendar year after which a new facility request must be made.
<b>Use Agreement</b>	Any organization or individual approved for nonschool use of campus and/or support facilities shall be required to complete a written or online agreement indicating receipt and understanding of this policy and any applicable administrative regulations. The agreement will also acknowledge that the District is not liable for any personal injury or damages to personal property related to the nonschool use.
<b>Fees for Use</b>	<p>Nonschool users shall be subject to a fee for the use of designated facilities as specified in the administrative regulation in this code.</p> <p>The general manager of facilities or designee shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, employee services, and priority groups.</p> <p>The fee schedule will be reviewed and approved annually by the District's executive leadership team.</p>
<b>Fees for Use — Exceptions</b>	<p>The administrative regulation at GKD establishes priority classifications for facility use and specifies the fees to be assessed, if any, for each classification based on the type of usage requested.</p> <p>When District facilities are used for public meetings sponsored by state or local governmental agencies, a usage fee may be assessed based on the actual costs as determined by the general manager of facilities.</p> <p>Fees shall not be charged for use by District employee professional organizations when campus-based employees meet before or after school hours with prior approval by the building principal. District-wide or multi-campus meetings conducted by local individuals affiliated with an employee professional organization will not involve a fee as long as the organization has reserved the facility in advance through the special events and reservations department for use during hours specified in the District's administrative regulations. Meetings requested outside the parameters stated in the administrative regulation may require the assessment of fees to cover costs. [See DGA] The fee exception would not apply for regional or statewide meetings of an employee professional organization.</p>
<b>Required Conduct</b>	<p>Persons and groups using campus and support facilities shall:</p> <ol style="list-style-type: none"><li>1. Conduct business in an orderly manner.</li><li>2. Abide by all laws and policies, including but not limited to those prohibiting the use, sale, or possession of alcoholic</li></ol>

beverages, illegal drugs, and firearms, and the use of tobacco products on District property. [See GKA]

3. Make no alteration, temporary or permanent, to District property without prior written consent from the appropriate departmental manager(s) and as specified in the administrative regulation at GE, when applicable.

All nonschool 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.

**Electioneering**

No candidates or proposition groups, nor their representatives, may openly campaign on any District property except on the day of the regular election or during scheduled public candidate or proposition forums.

**Candidate or  
Proposition Forums**

Although the District will not sponsor candidate or proposition forums, other groups or organizations may reserve District facilities for that purpose.

**Distribution of  
Campaign Literature**

Campaign literature may not be distributed on District property or at a school-sponsored or school-related event on or off District property except on the day of the regular election or during scheduled public candidate or proposition forums.

**Campaigning**

Campaigning may occur on district property being used as a polling place or early voting polling place as long as the electioneering occurs beyond 100 feet from the entrance of the polling site. [See BBB(LEGAL)]