

BOARD AGENDA ITEM
March 28, 2017

SUBJECT:

Changes to Policy KF Community Use of School Facilities

BACKGROUND:

This policy establishes the basic structure for community use of school facilities.

ADMINISTRATIVE CONSIDERATION:

The revised policy brings procedures in line with the district's current administrative structure. Specifically, it identifies the principal as the person in control of his/her school property and responsible for the approval of community use or rental.

RECOMMENDATION:

Approve the proposed changes on first reading

ATTACHMENT:

Policy KF Community Use of School Facilities

PREPARED BY:

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Policy KF Community Use of School Facilities

Issued 2/12

Purpose: To establish the basic structure for community use of school facilities.

As a service to the community, the board will allow responsible and properly organized community groups to use school facilities in keeping with the following general policies.

- The board provides public school facilities through the use of taxpayers' funds collected for educational purposes.
- Use of school facilities by the schools and by school related organizations takes precedence over all other uses.
- Requests by local agencies and by other agencies/organizations for the use of facilities for educational purposes take priority over other requests for the use of facilities.
- The use of a school building, facility or other school property for any non-school purpose must not interfere with the school program.
- Organizations using school facilities are responsible for the proper conduct of all persons attending the event, for providing police protection if needed, for immediate restoration of school property in the event of any damage and for all liabilities of all persons in attendance. The district will set forth all terms in a contract that an official representative of the organization must sign.
- Each ~~academic officer~~ Principal or other designated administrator with the advice of the area council exercises control of the ~~respective area properties~~ his/her school property. He/She will have the authority to establish local rules for nonschool use of school property in his/her respective area except for countywide programs which are directly coordinated through appropriate fee schedules with the county board at the beginning of the school year. School rentals must be charged in occurrence with school and district rental schedules. The councils Principal will charge appropriate rental fees for all nonschool events except for elections as stated below and unless waived by the area advisory councils.

-District portion of rental fees cannot be waived

- All funds ~~in area building rental accounts~~ in excess of district rental fees, actual labor costs or necessary cleaning supplies will be retained in the ~~area accounts~~ school rental accounts, and used for capital outlay and/or self-help projects in the schools of the areas at the discretion of the area advisory councils except as indicated in this policy.
- Where space permits without disruption of normal school activities, the schools may be used without charge for local, state and national elections including primaries.
- When school facilities are used by non-school persons, a school employee must be present while the facility is in use. ~~The employee's services will be paid for by the group using the facility.~~ Rental fees will be used by the district to pay for the school employee's services.
- Non-school groups wishing to use any school kitchen must have members of the school food service staff present. ~~School food service staff members will be paid for their services by~~

the organization using the facility. Rental fees will be used by the district to pay for the school food service employee's services.

- The board will not allow groups to use school facilities if they advocate unconstitutional or illegal acts, or if their activities are contrary to the best interests of the public schools or to the educational welfare of its students.
- The board will not allow groups to use school facilities when the proposed function presents an obvious danger to the safety of persons and property.
- No alcoholic drinks will be sold, distributed or used on school property at any time by anyone.
- If property is not needed for school purposes, the district may permit the operation of a school-age childcare program for children aged five through 14 years that operates before or after the school day, or both, and during periods when school is not in session. Under this section the board may enter into a long-term lease with a corporation, community service organization or other governmental entity if the organization, corporation or other governmental entity will use the property to be leased for civic or public purposes or for a school-age childcare program. However, if the property subject to a long-term lease is being paid for from money in the district's debt service fund, then all proceeds from the long-term lease must be deposited in that school's debt service fund so long as the property has not been paid for.

Adopted 11/9/71; Revised 6/10/75, 8/10/76, 3/24/87, 8/11/92, 1/26/93, 2/26/02, 2/7/12