

COMMUNITY RELATIONS  
NONSCHOOL USE OF SCHOOL FACILITIES

GKD  
(LOCAL)

SCOPE OF USE	<p>The Board permits public use of designated school facilities for educational, recreational, philanthropic, religious, civic, or social activities when these activities do not conflict with school use or with this policy.</p> <p><b>Note:</b> See the following policies for other information regarding facilities use:</p> <ul style="list-style-type: none"><li>• Use by employee professional organizations: DGA</li><li>• Use of facilities for school-sponsored and school-related activities: FM</li><li>• Use by noncurriculum-related student groups: FNAB</li><li>• Use by District-affiliated school-support organizations: GE</li></ul>
LIMITATIONS	<p>Approval shall not be granted for any purpose that would damage school property or to any group that has damaged District property.</p> <p>School facilities shall not be used by organizations on a regular basis for a period longer than one year. However, the Superintendent may approve a request for an extension of time if the organization has a facility nearing completion or has plans for completion within a reasonable time.</p> <p>School facilities shall not be used on a continuous, permanent basis by an individual, group, or organization other than for school-related purposes.</p> <p>Kitchen facilities may not be used by any group during regular serving and working hours, normally from 7:30 a.m. to 2:00 p.m.</p> <p>Kitchen and other cafeteria facilities shall not be available for use during official holidays and during summer recess except with special permission from the Superintendent.</p>
NONPROFIT FUND-RAISING	<p>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.</p>
FOR-PROFIT USE	<p>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.</p>
SCHEDULING	<p>Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis.</p> <p>Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM]</p>

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	<p>The Superintendent shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.</p>
APPROVAL OF USE	<p>The principal is authorized to approve use of facilities on a school campus. The Superintendent or designee is authorized to approve use of all other District facilities except athletic facilities. The athletic director is authorized to approve use of District athletic facilities.</p>
EXCEPTION	<p>No approval shall be required for nonschool-related recreational use of the District's unlocked, outdoor recreational facilities, such as the playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled nonschool purpose.</p>
EMERGENCY USE	<p>In case of emergencies or disasters, the Superintendent or designee may authorize the use of school facilities by civil defense, health, or emergency service authorities.</p>
USE AGREEMENT	<p>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.</p>
FEES FOR USE	<p>Nonschool users shall be charged a fee for the use of designated facilities.</p> <p>The Board 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.</p>
EXCEPTIONS	<p>Fees shall not be charged when school buildings are used for public meetings sponsored by state or local governmental agencies.</p> <p>Fees shall not be charged for use by District employee professional organizations. [See DGA]</p>
REQUIRED CONDUCT	<p>Persons or groups using school 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 beverages, illegal drugs, and firearms, and the use of tobacco products on school property. [See GKA]</li><li>3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.</li></ol>

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.