

USE OF SCHOOL FACILITIES

Application for use of school facilities shall be made to the athletic director or principal of each building.

Non-profit organizations may be classified into two general categories, namely:

- a. Permanent: those which are organized on a continuing basis for a specific purpose with an income derived chiefly from the other sources outside those involving school facilities, such as civic, social and religious organizations.
- b. Temporary: those organized for a short period and without any outside source of income, possibly for a season, such as recreational and single purpose or 'one time' organizations.

Three types of leases may be executed:

- a. Single usage for a specific approved event on a specified date.
- b. Seasonal usage which is approved yearly.
- c. Year round usage which is approved annually.

General guidelines and procedures for facility use are defined on the Facilities Use Request and Procedure Form.

Participation in and admission to events cannot be limited in any way to an individual race, religion, sex or specific organization other than educational in nature.

Professional fund raisers representing charities must provide evidence that the fund raiser:

- A. Is recognized by the Philanthropic Division of the Better Business Bureau;
- B. Is registered and bonded by the state of Washington; and
- C. Will give the charity at least sixty (60) percent of the gross revenues.

The superintendent shall develop and recommend to the board a fee schedule applicable for use of school facilities. The fee schedule shall be evaluated on a biennial basis.

Sponsoring organizations shall provide sufficient, competent adult and/or special supervision, and the amount of adequate supervision shall be agreed upon at the time the authorization is issued.

Alcoholic beverages and illegal drugs shall not be permitted in school facilities or on school property at any time. Tobacco use is prohibited in school facilities and on school property. All applicants for use of school facilities shall hold the district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of school facilities. Also, in the event that property loss or damage is incurred during such use or occupancy, the amount of damage shall be decided by the superintendent and approved by the board and a bill for damages shall be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

All applicants for use of school facilities shall maintain accident and liability insurance for persons using district facilities under the applicant's sponsorship in an amount not less than \$50,000 due to bodily injury or death of one person or at least \$100,000 due to bodily injury or death of two or more persons in any incident. If use of the district's facilities is to be ongoing,

the applicant shall provide evidence to the district once every thirty days that the insurance remains in effect.

Additionally, youth organizations engaged in sports activities and using school facilities must submit a signed statement of compliance with the policies, described in RCW 28A.600 for the management of concussion and head injury in youth sports.

The superintendent possesses the authority to make the decision on use of school facilities by a group. The group may appeal such decision to the board.

Because of the value of district's playing fields to the community's total recreational opportunity, the fields may be used by all residents. The use must be appropriate and compatible with each play field and its surrounding area. Such use shall not result in destruction, damages, or undue wear or pose a hazard to children or others. Activities which endanger others or cause damage to fields and lawns are restricted. Should damage to fields and lawns occur, the superintendent shall make reasonable effort to obtain restitution for the damage.

RENTAL RATES FOR THE GRAND COULEE DAM SCHOOL DISTRICT FACILITIES

As provided by School Board Policy No. 4260, the District will charge a fee due to the extra costs incurred when community groups use school district facilities. Rental fees have been set at the following rates for non-profit community groups:

- **Building and/or field facilities: \$50.00 per night or \$200.00 seasonally**
- \$25.00 refundable fee for issuing keys
- No charge to student groups

Use of the kitchen facilities at Center Elementary is limited to the counter and sink area. No use of kitchen machinery, utensils, pot/pans, or refrigeration is allowed.

All groups who wish to use parts of the Center Elementary kitchen must meet with the head cook to go over the limits of use before rental.

Grand Coulee Dam School District

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