

Use of School Facilities

The functions of school buildings and grounds shall be to accommodate approved programs for students and to assist in meeting the educational needs of communities.

Use of school buildings by the community shall be considered a secondary function and shall be scheduled not to interfere with regular school day programs of the students.

The fee for use of facilities will be \$150.00.

Payment of fees and expenses must be initiated at the building principal level, approved by the Board and processed by the Superintendent's office at a rate of 60% to the Marion County Board of Education and 40% to the local school. The local school will utilize the money for expenses incurred as a result of usage, which includes but is not limited to cleaning supplies, toiletries, set up facilities, cleaning of facilities, etc.

Organizations using the building must provide supervision and be responsible for proper care and use of the property.

Regulations Governing the Use of School Facilities

There are certain functions in which principals have the authority to determine the use of School System owned buildings without issuance of building permits from the Central Office. These functions include P.T.O. meetings, School fund raising activities such as carnivals, dinners, and similar activities plus school activities for students. All other building uses require building permits. The following procedures shall apply:

1. All requests for building use are to be made at least five (5) days prior to the requested date.
2. Agreement for the use of school property may be made only with a financially and legally responsible non-profit, civic, church or similar group or recitals given by neighborhood teachers in music, drama, and dance, etc. Such individuals or corporations must take responsibility for any damage sustained by the property during specified use thereof, except ordinary wear.

3. The using organization should carry liability insurance to protect themselves. In cases of special use, the Board may require the user to furnish additional liability insurance. The Board shall be an insured party in the insurance contract. A Hold Harmless clause shall be in the contract for the Board's protection.
4. The individual or corporation securing permission for the use of school facilities must accept responsibility for observance of the state law relating to smoking in the school building.
5. Under no circumstances will use be permitted which might be expected to damage a stage or gymnasium floor and in any case, in which reasonable doubt may exist regarding the effect upon the floor or any use proposed, bond sufficient to cover possible cost of replacement of the floor will be required.
6. All meetings, entertainments, etc., must close not later than TWELVE O'CLOCK midnight.
7. Under no conditions shall authorization be granted which would in any way be considered discriminatory in nature. This includes any inadvertent partisanship relative to political campaigns.
8. The Board delegates authority to the Superintendent and/or designee(s) to permit use of school facilities in emergency situations. The Superintendent shall inform the Board of such situations at the next regularly scheduled meeting.