

## **PRIORITY SCHEDULE OF UNION GAP SCHOOL DISTRICT FACILITIES**

When scheduling school district facilities for use outside the regular school day, priority in scheduling shall be given in the following sequence, which has sample groups listed. The facilities scheduling coordinator, with approval of the superintendent, shall assign school district rooms and, in consultation with the district athletic director as needed, gymnasiums and play/athletic fields as follows:

### **Priority I: Union Gap School District educational and extra-curricular programs**

- School curricular and extra-curricular groups, such as drama, athletics, Associated Student Body clubs;
- Faculty, curriculum and staff development meetings;
- School support groups;
- School photos.

*Note; For the next two (2) priorities, within the district is defined as at least half (1/2) of a group or team residing within the boundaries of the Union Gap School District. If requested by the facilities scheduling coordinator, the person requesting the school facility must provide a complete roster of their group or team with addresses and phone numbers. Failure to provide an accurate roster or misrepresenting the makeup of the group or team may result in the permanent loss of facilities use.*

### **Priority II: City of Union Gap and non-profit activities of youth organizations within the district**

Available facilities may be scheduled on a first-come basis by the City of Union Gap and community-sponsored groups and teams which are open to all youth in the school district including, but not limited to, Scouts, Cub Scouts, YMCA, YWCA, Brownies, Camp Fire, 4-H, AAU, Grid Kids, and Little League.

Use of non-commons and non-gymnasium indoor school facilities by the above or similar groups is limited to 3:30-5:00 p.m. when the school facility is operated and staffed:

This allows the building's teachers to complete their contracted work day at their work stations. Use of gymnasiums may continue into the evening until 10:00 p.m.

### **Priority III: Local government agencies and contractual groups**

- Union Gap City, Yakima County, or Washington State department or agency meetings; and
- Others, as approved by the superintendent.

### **Priority IV: Non-profit activities of adult organizations within the district**

Available facilities may be scheduled on a first-come basis by recognized non-profit civic, social, recreational, and charitable organizations including, but not limited to, college courses, AAU, Red Cross, League of Women Voters, hospital auxiliaries, United Way, YWCA, YMCA,

Cancer Society, Toastmasters, Rotary, and Greenway Foundation. Excluded are any groups or organizations whose aim is commercial or for the monetary benefit of any individual or group of individuals.

*Note: For the next two (2) prioritizations, outside the district is defined as less than half (1/2) of a group or team residing within the boundaries of Union Gap School District.*

**Priority V: Non-profit activities of youth organizations outside the district**

Available facilities may be scheduled on a first-come basis by area-sponsored groups and teams including, but not limited to, Scouts, Cub Scouts, YMCA, YWCA, Brownies, Camp Fire, 4-H, AAU, Grid Kids, and Little League.

Use of non-commons and non-gymnasium indoor school facilities by the above or similar groups is limited to 3:30-5:00 p.m. when the school facility is operated and staffed:

This allows the building's teachers to complete their contracted workday at their work stations. Use of gymnasiums may continue into the evening until 10:00 p.m.

**Priority VI: Non-profit activities of adult organizations outside the district**

Available facilities may be scheduled on a first-come basis by recognized non-profit civic, social, recreational, and charitable organizations similar to those listed in priority IV. Excluded are any groups or organizations whose aim is commercial or for the monetary benefit of any individual or group of individuals.

**Priority VII: Commercial or for-profit motivated events**

Available facilities may be scheduled and rented on a first-come basis by groups, associations, or activities whose motive is commercial gain or monetary benefit, either directly or indirectly. This includes organizations whose purposes are advertising or promoting sales or use of products or services when the motive of such sales results in monetary gain to an individual or group of individuals. Also included are entertainment programs which yield any financial return to the entertainers or promoters, whether such financial return is based on a fee, percentage of admissions, or any other arrangement included in this classification. State or national conferences or assemblages on a one-time basis are included in this priority classification.