

Community Use of School Facilities

WHO MAY USE

Principals, following guidelines established by the Board, may grant the use of school facilities to responsible and organized groups for purposes that provide demonstrable benefit to the schools or to the community as a whole. Use of school facilities shall not be granted when such use interferes with educational purposes. Nor shall school facilities be used for personal or commercial activities, with the exception of private piano lessons which may be given with the approval of the Principal.

The Board may authorize the use of school property by public members of the community during non-school hours for the purpose of recreation, sport, academic, literary, artistic, or community uses as defined in KRS Chapter 162 pursuant to this and other policies adopted by the Board and related procedures established by the Superintendent.¹

Facilities may be used for profit making only by school-related and civic organizations when, in the judgment of the Superintendent, the profits are used for educational, civic or charitable purposes.

AVAILABILITY

The Board shall determine when and which facilities will be available to the community and establish reasonable fees for their rental.

Facilities will not be made available to any non-school group on a regular basis or for an extended period of time. In addition, if facilities are needed by school groups, contracts for use of school facilities become void.

APPLICATION AND CONTRACT

The Board shall adopt an official application form and an official rental contract, both of which shall detail the conditions of usage. Persons authorized to represent officially the renting organization must sign the application and contract.

Applications must be submitted to the Principal who will approve and schedule the use of facilities. Board approval shall be necessary for all cases not covered in administrative guidelines. Approval of a request to use District facilities does not signify District sponsorship, endorsement or approval of an organization or activity.

LIABILITY

The Board shall require a renting organization to assume all liability for injury to individuals by reason of the lease of Board property and that the organization indemnify and save harmless the Board from any loss or damage thereby.

INSURANCE

If the non-school related activity sponsored by the community group involves admission or is designated as a high-risk activity by the Superintendent or designee, the community group shall provide a certificate of liability insurance naming the Board as additional insured under the policy for the activity.

Community Use of School Facilities**CHARGES AND FEES**

The Board may require reimbursement for any and all expenses incurred, such as fuel and electricity, supervisory, custodial and cafeteria workers' salaries, and repair of damages to or replacement of school property.

Fees do not include custodian's or cafeteria worker's overtime pay which shall be based on a work period beginning thirty (30) minutes before the scheduled event and ending thirty (30) minutes after its conclusion or whenever the facility is in order for the next school day.

Holidays and non-school days are subject to the same charges as evenings.

EXCEPTIONS

Activities that are sponsored by approved student organizations, faculty groups, school-related parent groups, or approved local organizations such as Adult Education, Scout groups, 4-H groups, Head Start and Adult Farmers may use school facilities without charge except for necessary custodial and cafeteria worker fees when approved by the Principal and supervised by school personnel. (Unless specifically approved by the Board, facilities may not be opened for use by school children except when adequate supervision by school personnel is provided.)

Buildings may be used for public elections without charge.

General meetings of community interest, including political party meetings when a meal is not served, may be conducted without charge except for custodial fees. When a meal is served, the regular charge for facilities usage applies.

Commemorative occasions and other programs of general interest may be conducted without charge with the Superintendent's approval.

REFERENCES:

[¹KRS 162.055](#)

[KRS 158.183](#)

[KRS 160.290](#)

[KRS 160.293](#)

[KRS 160.340](#)

[KRS 162.050](#)

[OAG 60-389](#); [OAG 80-78](#)

P. L. 114-95, (Every Student Succeeds Act of 2015)

20 U.S.C. § 7905 (Boy Scouts of America Equal Access Act)

RELATED POLICIES:

05.31

10.3

Adopted/Amended: 6/21/2012

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