

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

SCOPE OF USE The District shall permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with school use or with this policy.

Approval shall not be granted for any purpose that would damage school property or to any group that has damaged District property.

Note: See the following policies for other information regarding facilities use:

- Use by employee professional organizations: DGA
- Use of facilities for school-sponsored and school-related activities: FM
- Use by noncurriculum-related student groups: FNAB
- Use by District-affiliated school-support organizations: GE

NONPROFIT FUND-RAISING The District shall permit nonprofit organizations to conduct fund-raising events on District property when these activities do not conflict with school use or with this policy.

FOR-PROFIT USE 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.

SCHEDULING Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis.

Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM]
The principal shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.

APPROVAL OF USE The Superintendent or designee is authorized to approve use of any District facility.

EXCEPTION **DURING THE HOURS OF 6:00 A.M. AND 10:00 P.M., WITH THE EXCEPTION OF HIGH SCHOOL BASEBALL AND SOFTBALL FIELDS.** ~~No~~ approval shall be required for nonschool-related recreational use of the District's ~~unlocked~~ outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled nonschool purpose.

**DISTRICT/CITY
JOINT USE THE DISTRICT SHALL PERMIT JOINT USE OF EXTERIOR RECREATIONAL FACILITIES IDENTIFIED TO ADDRESS GAPS**

IN EL PASO PARKS AND RECREATION'S INVENTORY OF AVAILABLE EXTERIOR RECREATIONAL FACILITIES IN SPECIFIC AREAS OF THE CITY. THE DISTRICT IS ALLOWING ACCESS TO THE IDENTIFIED SITES FOR COMMUNITY USE.

DISTRICT/COMMUNITY SCHOOLS

THE DISTRICT SHALL PERMIT USE OF DISTRICT FACILITIES BY COMMUNITY ORGANIZATIONS IDENTIFIED THROUGH A COMMUNITY SCHOOLS NEEDS ASSESSMENT SURVEY AND APPROVED BY THE COMMUNITY SCHOOLS COORDINATOR AND/OR SUPERINTENDENT'S DESIGNEE. COMMUNITY SCHOOLS ARE BOTH A PLACE AND A SET OF PARTNERSHIPS BETWEEN THE SCHOOLS AND OTHER COMMUNITY RESOURCES. COMMUNITY SCHOOLS FACILITATE AN INTEGRATED FOCUS ON ACADEMICS, HEALTH AND SOCIAL SERVICES, YOUTH AND COMMUNITY DEVELOPMENT AND COMMUNITY ENGAGEMENT WHICH LEADS TO IMPROVED STUDENT LEARNING. THESE ORGANIZATIONS SHALL NOT BE CHARGED A BUILDING RENTAL FEE FOR THE USE OF DESIGNATED FACILITIES. THE SUPERINTENDENT SHALL DEVELOP AN ADMINISTRATIVE REGULATION TO ESTABLISH A COMMUNITY SCHOOLS USE AGREEMENT THAT WILL ADDRESS ASSOCIATED FEES TO THE COMMUNITY PARTNER AS WELL AS OTHER FACILITIES ISSUES.

EMERGENCY USE

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.

USE AGREEMENT

Any organization or individual approved for a nonschool use of District facilities shall be required to complete a written agreement **OR AN ONLINE FORM** 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.

INSURANCE

When deemed necessary by the deputy superintendent, **OF FINANCE AND** operations **OR DESIGNEE** ~~and administration,~~ an organization or individual approved for a nonschool use of District facilities shall furnish general liability and/or casualty insurance. The amount of the required coverage shall be determined by the deputy superintendent, **OF FINANCE AND** operations **OR DESIGNEE**. The insurance shall cover all participants and District property associated with the scheduled facility use. Certificates of insurance must be on file with the District prior to the use of District facilities. All insurance supplied must meet the minimum requirements determined by the District.

FEES FOR USE

Nonschool users shall be charged a fee for the use of designated facilities.

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The Superintendent or designee 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.

The Board may waive fees for an organization or individual approved for a nonschool use of District facilities.

EXCEPTIONS

Fees shall not be charged for nonschool uses scheduled during the two hours following the end of the instructional day.

Fees shall not be charged when school buildings are used for public meetings sponsored by FEDERAL, state or local governmental agencies or for use by District employee professional organizations [see DGA].

REQUIRED CONDUCT

Persons or groups using school facilities shall:

1. Conduct business in an orderly manner.
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]
3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent OR DESIGNEE.

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.

PROHIBITED USES

District facilities may not be used for private family uses such as parties, wedding receptions, funerals, etc.