

Attachment A to Facilities Use Agreement

Facility use- fees & category information

The superintendent shall determine a fee schedule applicable for the use of the school facilities. This fee schedule shall be reviewed annually. Fees shall be based on usual costs for energy use, maintenance and facility wear and tear.

For rental rate purposes, the organizations seeking the use of the school facility have been divided into three categories:

Category 1: Groups in this category are those community groups (church or secular) whose memberships involve school-age children whose leaders or advisors are generally non-paid adults and whose main purpose is to in some way educate their school-age members. This category does not include athletic club teams other than those who are sponsored by Anderson School. These groups will not be charged a rental fee for the use of the building.

However, They will be charged custodial fees should their use of the facility require man-hours beyond those which the custodial staff would have needed had the building not been used by the community group. No charge will be made for any school activities including Parent Advisory Councils, Booster Clubs, university classes, et al., requested by the district—nor for district, county, state or national election voting places.

Category 2: This category includes all community non-profit organizations and community groups of people who wish to use facilities owned by the school district for lectures, promotional activities, political rallies, entertainment, college courses, athletic groups, exercise groups, dance groups, church services or other activities for which public halls or commercial facilities generally are rented. The district shall charge a rental rate, which will recover utility, capital expense, maintenance, energy and overhead costs for the use of the facility. Should there be custodial costs incurred as a result of the use, custodial costs will also be charged.

Category 3: This group shall include all for-profit organizations not listed in #1 or #2 and non-profit organizations from outside the community. Charge for the use of school facilities in the Category 3 groups shall be double that charge for Category 2 above. The charge for custodial fees shall be 110% of Category 2 above.

Sponsoring organizations and groups using facilities shall provide direct adult supervision at all times, and the amount of adequate supervision shall be agreed on at the time the contract is issued.

Alcoholic beverages and narcotics shall not be permitted in school facilities or on school property at any time. The use of illegal drugs, alcohol, tobacco, nicotine or other drugs is

prohibited on all school district property. All applicants for use of school facilities shall hold the district free and without harm from any loss, damage, or liability of expense that may arise during or be caused in any way by such use or occupancy of school facilities. In the event that property damage is incurred during such use or occupancy, the amount of damage shall be decided by the superintendent and the bill for damages shall be presented to the group using or occupying the facility during the time the loss or damage was sustained.

The district requires all groups not covered by the district's liability policy to provide proof of liability insurance. User groups can be required to provide liability coverage in amounts up to \$1,000,000. The decision will be made on an individual renting group basis dependent upon level or risk. The superintendent has the authority to make the final decision on use of school facilities by any group.

Rate Schedule

CATEGORY 1 USERS

No fee shall be charged for the use of facilities

Custodial hours caused by the use of Category 1 users shall be charged out at a rate of \$15.00/hour.

CATEGORY 2 USERS

The following schedule will be followed in charging Category 2 users:

Anderson Gymnasium w/o Kitchen: \$50.00/night + \$15.00/hour for the first hour and \$8.00/hour for each additional hour. Maximum of 3 hours rental.

CATEGORY 3 USERS

Category 3 users will pay double the rates listed above for Category 2 users for the use of the gym

Category 3 users will pay \$15.00/hour for all custodial man-hours created by Category 3 use of the facilities

All gym users are required to submit their request at least 10 days in advance. Use the application for Use of School Facilities that is available at the main office.

Procedure History:

Adopted on: 1-10-2008

Reviewed on:

Revised on:

Anderson School District # 41

APPLICATION FOR USE OF SCHOOL FACILITIES AND GROUNDS

(Please print or type)

Organization Requesting Facility Use: _____

Facility Requested: _____

No. of Participants in Activity: _____ Audience: _____ Admission Fee: \$ _____

Equipment Needed: _____

Organization Representative: _____

Address: _____ Phone: _____

Day of Week	Date	Time In	Time Out	Contact Person	Activity

Special Instructions: _____

Anderson School District encourages the use of its facilities by the public. However, it is a District policy to give priority to student use of the facilities. In this request, the right to cancel a facility use is reserved by the District.

The use of the property shall be supervised by an adequate number of adult sponsors to assure proper care and use of the facility. It is agreed that all rules and regulations for the use of the facility will be complied with and that all damage to the building or its contents resulting from this use of the facility will be reimbursed to the District at the actual cost of repair or replacement.

