

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

PUBLIC USE	The Board recognizes the capital investment the community has in the District facilities and equipment and believes that facilities and equipment should be available for legitimate community purposes, particularly for those activities that serve the best interests of students. The Board, therefore, permits public use of designated school facilities for educational, recreational, civic, or social activities, when these activities do not conflict with school use or with this policy. In order to prevent excessive wear and tear, the Board shall limit the use of the high school stadium and high school auditorium solely to the District and other educational institutions and groups.
APPROVAL OF USE	<p>All requests for use of District facilities or equipment shall be submitted to the associate superintendent.</p> <p>Requests for use by individuals, groups, or organizations to use facilities or equipment for financial profit, partisan political reasons, religious purposes, or serving the individual or group self interest shall be approved by the Board.</p> <p>All other requests shall be approved by the associate superintendent.</p> <p>See the following policies for other information regarding facilities use:</p> <ul style="list-style-type: none">• 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 <p>Approval shall not be granted for any purpose that would damage school property or to groups that are known to have damaged other rented property or when violence or vandalism has been threatened against school property or personnel.</p>
EXCEPTION	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.
AVAILABILITY	Some school facilities may not be available on Saturdays, Sundays, or holidays. Unless special arrangements are made, facilities shall not be used later than 10:00 p.m.

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

CONTRACTS

The Superintendent or designee is the only District agent authorized to enter into rental contracts for use of District facilities.

All requests by individuals, groups, or business organizations desiring to use District facilities or equipment for financial profit shall be approved by the Board.

All contracts shall be reviewed by the associate superintendent and the executive director for business services before being forwarded to the Superintendent or designee for approval and signature. All negotiations required before final execution of the contract shall be carried out by the Superintendent designee.

The Board shall not be responsible for any debts incurred by individuals, groups, or business organizations using District facilities or equipment that are not directly under the control of the Board, except as expressly authorized by the Board or the administration. Vendors shall be so notified by the administration.

PRIORITIES

Priorities for scheduling the use of school facilities shall be as follows:

1. The requirements of the school program shall receive first consideration in the assignment of school facilities and equipment.
2. Approved youth groups within the community shall be given consideration over adult groups. Participating students who live in the Canutillo attendance zone will be given priority over students who live outside of the attendance zone.
3. School-related functions and organizations such as parent-teacher organizations and others shall be given priority over nonschool-related organizations and functions.
4. Other groups, serving the best interest of students for the betterment of the community, may use facilities or equipment on a fee basis.

FEES

Except for school-sponsored groups and school-support groups, users shall be charged a fee for operation, supervision, and cleanup costs at designated facilities. School-sponsored organizations and approved youth groups may be charged a fee if use of facilities is at a time custodial staff are not normally on duty or if unusual demands are made of the custodial staff.

The Superintendent shall publish a schedule of fees for the use of facilities.

Facility fees shall not apply when school buildings are used as polling places for public elections, for precinct and county conventions,

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

or for public meetings sponsored by state or local governmental agencies.

Facility fees shall not apply to meetings of employee organizations.

EMERGENCIES OR
DISASTERS

The Superintendent may authorize the use of school facilities by civil defense officials in the case of emergencies or disasters.

REQUIRED CONDUCT

Organizations using school facilities shall:

1. Conduct their 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.
3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.

RELEASE OF LIABILITY

Organizations or individuals using school facilities shall release the District from liability for personal injury and/or damages to personal property. All groups using school facilities shall be responsible for the cost of damages incurred during their use.