

School/Community Relations

Series 900

Policy Title Community Use of School District Facilities
& Equipment Regulation

Code No. 905.1-R3
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All requests for the use of facilities by an outside organization wishing to use the buildings are to be made through the building principal. The principal in the building concerned will clear all non-routine or questionable requests with the Superintendent or designee.

- 1) Smoking is prohibited in school district facilities and on school district grounds, including in private vehicles.
- 2) There shall be no alcoholic beverages brought to or consumed in the building or on the grounds.
- 3) A school district employee, such as the principal or designee, must be present while the school district facility or equipment is being used by an entity.
- 4) After a school district facility, site, or equipment has been used by an entity, cleaning, including restoring the facility, site or equipment to the condition it was in prior to its use, will be done by employees assisted by a committee from the entity. The fee charged to the entity for the use of the facility, site, or equipment will include these costs. However, if excessive costs are involved in cleaning or otherwise restoring the facility, site, or equipment to the condition it was in prior to its use, the board reserves the right to charge the entity for these excessive costs.
- 5) Custodians assigned to supervise a building for non-school activity may be requested to perform special jobs if activities of the non-school groups do not require their attention.
- 6) Permission granted to non-school groups to use a building should be made in writing and a copy of the agreement filed by the board secretary or designee.
- 7) Use of school facilities must comport with all applicable State and Federal laws.
- 8) No gratuities shall be paid to school personnel by organizations using the facilities. The cost of service personnel furnished by the school will be assessed to the party or parties engaging the use of the facilities. Such costs will be in line with the schools normal operating costs and will be administered in keeping with the general policies governing the use of school facilities.
- 9) Buildings will be available to Parent Teacher Organization's for their regular meetings without charge.
- 10) "Use of School Premises by Religious Organizations"

Use of school premises by religious organizations is permitted with the following restrictions:

- a) Use of school premises by religious organizations may be granted by the school administration pursuant to written application by such organizations setting forth in detail the date and time requested for such use, the amount of time required for any particular use and the intended program or nature of the use.
 - b) Use by religious organizations outside of the school district will not be permitted.
 - c) Use by religious organizations on a regularly scheduled basis, so that in effect a part of the school property becomes appropriated to the use of such organization, will not be permitted.
 - d) Use by any religious organization should be restricted as to number of uses.
 - e) Use by churches for their regular activities and services is permissible provided that only churches or other religious organizations who have their own buildings for their activities within the school district but whose facilities may be inadequate for special occasions or whose facilities have been rendered temporarily untenable may be permitted such use
- 11) The outside organization may be held to reimburse the District for the actual cost of any repairs resulting from damage as a result of that organization's use.

For further information refer to Policies 905.1.

Legal Reference: (Code of Iowa)

Cross Reference:

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