

SCHOOL DISTRICT OF JOHNSON CREEK BOARD OF EDUCATION POLICY	POLICY: 830
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Availability of School Facilities

The Board’s general philosophy is that school facilities are to be used primarily for school purposes and that taxpayers will not be expected to subsidize facilities and personnel not necessary for elementary, secondary school, or local adult educational purposes.

Nonetheless, it is the policy of this Board to make available for use, by appropriate community and private groups, school facilities to the extent that such use benefits citizens of the district and such use does not impinge upon or impair use for school district purposes.

Regulations and procedures for use by non-school persons will be developed by the administration and must receive approval by the Board. Such regulations will include rental charges and/or nominal fees to cover costs of labor, heat and light.

Groups using the building must request permission from the District Office via the District website.

Conditions Governing Use of School Facilities

1. Depending upon the activity, the District may require an employee of the school district to be on duty when the building is used.
2. No building will be used for commercial or personal gain except as special authorization is granted by the Board.
3. No building will be used for any money-raising activities unless the proceeds are for approved charitable, educational, character-building, or other community welfare purposes.
4. Private or family social affairs will be permitted unless they interfere with school activities.
5. Permission to use kitchens will be granted on a case by case basis. Health and safety, requested use and the training and knowledge of the requesters will be factors in determining the approval.
6. No use which excludes participation by reason of race, creed, religious belief or natural origin is permitted.

Other conditions relating to school use are as follows:

1. Application for the use of a school building or any part of the building or grounds is to be made at least seven (7) days in advance via the District website.

2. A “Use of Facilities Calendar” shall be kept on the District website.
3. Every group using the facility must designate an adult at least 21 years of age in attendance to be in charge and be approved by the District Administrator.
4. A person and/or organization using a school facility, by accepting a use permit, agrees to indemnify the school district for any damage to the school and its property by any participant and public involved and furthermore they agree to assume all liability for injury or death to any participant and public involved during the time the permit is in effect.
5. The school district reserves the right to charge a rental fee for use of facilities (i.e. gymnasiums, rooms, lunchroom). If a fee is charged, the fee will be determined at the time of request.
6. Priorities for use shall be in the following order:
 - a. On-going district school programs
 - b. School staff use for orientation, education, inservice, and related purposes
 - c. School related service and advisory groups (ag advisory, Booster Club, Music Parents, etc.)
 - d. Recreation department use
 - e. Youth groups, (Boy and Girl Scouts, 4-H, youth sports, etc.)
 - f. District related service and advisory groups (volunteer firemen, etc.)
 - g. Other governmental or governmental agency use (village, townships, county, etc.)
 - h. Other educational or recreational use
 - i. Private organization or private individual use
 - j. Religious organization or youth group
7. In the event of multiple requests to use the same facility, earliest requests will normally have priority; and a “seniority” of use will be established for the next year by a group or organization which successfully uses a facility for a full school year. However, later requests by individuals or groups which have a higher priority of use as indicated in seven above may be granted at the discretion of the district administrator.
8. Uses not covered in this policy must be approved by the district administrator.

Adopted: 1/10/83
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 Revised: 9/18/17
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