

## PUBLIC USE OF SCHOOL FACILITIES

The buildings and properties of the school district shall be available for community use under conditions prescribed or permitted by law and in accordance with the adopted policies of the Board of Education.

### USE OF BUILDINGS AND FACILITIES

- A. School buildings and facilities may be available for community use at no expense to the individual or organization, provided:
1. That the building is scheduled for the hours it is normally open and staffed.
  2. That no admission is charged, collected, taken or no other attempts made to raise money.
  3. That the request for use of the buildings for the designated purpose is congruent with the district's educational mission and is approved by the superintendent or designee.
  4. That permission is not granted for ongoing and continued use.
  5. That use of the building will not interfere with the regular school program.
- B. School buildings and facilities may be available at no charge to citizen groups during hours when a building is usually closed, provided:
1. A fee is paid equal to the extra costs created by opening and use; and
  2. The necessary employees agree to work the additional time required.
- C. Hunting In School Forests – hunting privileges may be granted by the superintendent in season for game within the confines of the Colby School District Forests. A student or adult with permission to hunt in school forests is exempt from the Gun Free School Act (Act 290 04/21/06).

Following is a list of current or potential users of the school facilities. Examples of some of the groups have been given.

### SCHOOL AFFILIATED: NO CHARGE

- ◆ Student school groups - e.g. athletics including tournaments, clubs, concerts, student meetings.
- ◆ School sponsored groups - e.g. workshops, classes, teacher committee meetings, education advisory committees, recreations classes, Community Recreation Program, W.I.A.A. and programs
- ◆ Student support groups - e.g. PTA, booster club, community arts groups
- ◆ Education meeting/workshop requests with local involvement- e.g. CESA, DPI, other schools

### COMMUNITY AFFILIATED: CHARGES WILL BE INCURRED

- ◆ Above school affiliated groups which use the facilities for money raising ventures, which charge team entry fees, collect donations, or charge admissions
- ◆ Non-school adult education
- ◆ Non-school community student groups
- ◆ Structured community adult groups
- ◆ Groups sponsored by a Church within the District
- ◆ Unstructured community adult groups
- ◆ Pool use may require life guarding fees. Life guarding fees may be received when scheduling pool by community groups.

NON-AFFILIATED: CHARGES WILL BE INCURRED

- ◆ Non-community student groups
- ◆ Non-community adult groups

RENTAL RATE SCHEDULE/DAY (AS OF JANUARY 1, 2009)

Gymnasium	\$40.00/Day
Auditorium	35.00/Day
Cafeteria	35.00/Day
Kitchen	35.00/Day
Pool	45.00/Hour
Classroom	30.00/Day

- ◆ User/Group completes request form
- ◆ Administrator schedules building and signs form and gives renter 1 copy
- ◆ Sends 1 copy to Director of Building & Grounds for assessed charges and final approval
- ◆ 2 copies go to central office for records and billing

SUNDAY ACTIVITIES

The school may be scheduled for community use on Sundays. All athletic practices on Sundays are subject to Board approval.

LEGAL REFERENCE: Wisconsin Stats. 26.39(I)(a), 120.12(a), 120.13(17), (19), (21)  
 CROSS REFERENCE: Rule(1)#830 – Use of Facilities Guidelines  
 Rule(2)#830 – Weight Training Facility Guidelines  
 Exhibit #830 – Use of School Facilities Contract  
 Policy #881 – Relations with Family and Community Organizations(Sunday Activities)