

## **Community Use of School Buildings** (Auditorium Use)

As with all school facilities, fees charged for the use of the auditorium are for reimbursement to the school district for maintenance, utilities, and staff time created by the use of the facility. The auditorium will only be rented to recognized local clubs and organizations and not to private parties.

Use of the auditorium shall be prioritized in the following categories:

1. School district programs and functions and local youth organization programs which compliment existing school district programs.
2. Community groups involved in fund raising activities for the school district.
3. Other government or public education agencies.
4. Recognized local organizations or clubs

### **FEES**

Category 1 and 2 No charge

Category 3 Fees will be negotiated with each user

Category 4 Fees will be charged according to the following schedule:

1. All non-school groups in all categories shall submit a \$250 damage deposit, which shall be refunded if the auditorium is free of damage after the use.
2. Rental shall be at the rate of \$75 per hour of use. A fee of \$40 per hour shall be charged for a group using the facility for rehearsal time.
3. This fee shall include use of the following:  
Housing lights      microphones  
Commons area      public rest rooms  
Parking      heat and lights  
Custodial services for cleanup
4. If use of the soundboard, light board, or rigging is required, only school-approved personnel will be used and the organization will be responsible for paying the hourly rate of \$20 per hour for the individuals used. Volunteers, who are willing to donate their time, may be used to operate this equipment. All individuals on this list will be school approved and trained.
5. If the use (performance, practice, restoring the house, preparation) occurs at a time when school personnel are not normally on duty, all categories will be responsible for paying the \$20 hourly rate of anyone required to be on duty.
6. School officials will determine if additional security, additional supervisory personnel, additional insurance, or additional employees are required to be present. Any additional cost shall be the responsibility of the renting organization.

**REQUIREMENTS**

1. All fees will be paid in advance of using the facility.
2. There is a minimum fee charge of one hour and for portions of hours will be to the nearest half-hour.
3. Groups will not alter the facility in any way without the approval of school officials. This includes attachments to the stage floor.
4. Groups will assume full responsibility for damage to school property and are expected to pay for any damage caused.
5. Food and drink will not be allowed in the auditorium. State law prohibits smoking and alcohol on all school property and groups must enforce this requirement.
6. Auditorium use may not interfere with normal school operations.
7. The school district will not be responsible for damage to or loss of property upon school premises sustained by applicant participating in any program, or patron of any program held on school property.
8. Nothing shall be sold, including refreshments, without prior permission.
9. School district personnel shall have access to the area in use at all times.
10. School personnel shall have the right to review the content of all presentations.

Adopted: January 12, 1999

CROSS REF.: KF, Community Use of School Facilities