

Gervais School District 1

Code: KG
Adopted: 12/20/90
Revised/Readopted: 8/19/93, 12/18/97,
3/17/11

Community Use of School Facilities

The Gervais School District Board supports the community education concept, which encourages the usage of district facilities by community members for recreation, education and service activities.

Definitions:

Community is defined as residents of the Gervais School District #1.

Gervais School District Employee is person employed by the district with the authority and responsibility for care and maintenance of the facilities. The list of employees includes but is not limited to the following: Paid coaches/coordinators, maintenance personnel and custodians, the maintenance supervisor, Athletic Directors and principals.

Non-Local is defined as any organization with less than 75% of its members residing outside the Gervais school District boundaries.

The following categories have been determined in order of priority for building and grounds usage:

1. Activities directly related to the required K-12 school program, including graduation;
2. Activities related to the extracurricular K-12 school program such as sports and seasonal programs;
3. School-sponsored programs such as classes and workshops;
4. Youth-related non-school activities;
5. Adult-related non-school activities;
6. Non-local (out-of-district).

The Board expects users to follow the below rules:

1. Treat the facilities with respect.
2. A Facilities Use Form must be submitted by the person or group to the district office.
3. Representatives of the organization must be named on the request form and be present during the activity or event.
4. Users must agree to all guidelines on the Facilities Use Request form.

5. The original copy of the agreement will remain in the district office,
6. Approval for using the facilities will be granted for a period not to exceed three months.
7. Requests must be resubmitted if the user desires to continue usage.
8. Organizations will comply with requests made by Gervais School District staff.
9. If organizations are asked to cease or adjust an activity by a Gervais School District Staff member, the organization will comply immediately. The organization can then file a complaint in the manner described in Policy KLC Public Complaints about Use of Facilities.

Rental Charges and Approval of Use

All school facility rentals will be approved by the superintendent or his/her designee. Fees for the use of school facilities will be determined by the superintendent based upon the rental charges and personnel fees approved by the Board.

The superintendent will oversee for specific building-use regulations.

END OF POLICY

Legal Reference(s):

ORS 330.430
ORS 332.107
ORS 332.172

Cross Reference(s):

Policy DFD - Rental and Service Charges
Policy KM - Relations with Community Organizations