

COMMUNITY RELATIONS
NONSCHOOL USE OF SCHOOL FACILITIES

GKD
(LOCAL)

INTRODUCTION	<p>In the spirit of cooperation with local community groups, the District may make its facilities available for nonschool use on a contractual basis. To ensure that District funds are not used to subsidize outside activities or organizations, the District requires payment of fees as set forth in the corresponding regulation. The fee schedule is intended to ensure that the District recovers the costs associated with the nonschool use.</p>
SCOPE OF USE	<p>The District may permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with school use, with this policy, or with GKD(REGULATION). District property shall include all campuses and support facilities. Campuses are defined as elementary, intermediate, and high school facilities. All other sites are defined as support facilities.</p> <p>Approval may not be granted for any purpose that would damage school property or to any group that has damaged District property and failed to appropriately compensate the District for such damages.</p>
NONPROFIT FUND-RAISING	<p>The District may permit nonprofit organizations to conduct fundraising events on District property when these activities do not conflict with school use, with this policy, or with GKD(REGULATION).</p>
FOR-PROFIT USE	<p>The District may permit individuals and for-profit organizations to use its facilities for financial gain only when these activities do not conflict with school use, with this policy, or with GKD(REGULATION).</p>
SCHEDULING	<p>Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis. Scheduling of nonschool use for the following school year shall begin on May 1.</p> <p>The District may decline to rent facilities during the first year of a new facility's operation.</p> <p>Academic, extracurricular, and other school-related activities shall have priority when any use is scheduled. [See FM] A campus principal shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a school-related activity.</p>
APPROVAL OF USE	<p>The facility services department shall oversee the facility rental process, including the scheduling and execution of agreements for nonschool use and the processing of payments of associated fees. However, the principal or designee shall have final approval over the use of a school campus, and the athletic director or designee shall have final approval over the use of District athletic facilities.</p>

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FACILITIES AVAILABLE FOR USE	<p>The following facilities may be available to nonschool-related groups:</p> <ol style="list-style-type: none">1. Cafeteria;2. Gymnasiums;3. Common areas and conference rooms;4. Kitchen (elementary only);5. Auditoriums and teaching theaters;6. Swimming pools;7. Tennis courts;8. Veteran's Memorial Stadium and athletic fields;9. District Board room;10. Parking lots; and11. Open field areas.
EVENT CANCELLATION AND CONTRACT MODIFICATION	<p>All other District facilities shall not be available for nonschool use.</p> <p>If a renter must cancel an event, the District must be notified no less than 48 hours prior to the event. A renter who fails to cancel within 48 hours shall be charged the full amount of the rental agreement. A renter who modifies an executed contract may be charged a modification fee and may be required to execute a new contract.</p>
CONTINUED OR REPEATED USE	<p>Rental of District facilities to nonschool groups or organizations shall be for an initial period of up to 12 months. Use may be extended in 12-month intervals upon approval of the Superintendent or designee. Continued or repeated use (weekly, monthly, and the like) by any group or organization for nonschool purposes may not exceed a cumulative total of three years. This three-year limit shall apply to the continued rental of the same facility and/or successive rentals of any District facility.</p>
EXCEPTION	<p>In extenuating circumstances, the Superintendent may approve monthly extensions of the rental agreement beyond the three-year limit.</p>
USE AGREEMENT	<p>The limitations on continued or repeated use by a nonschool group or organization shall not apply to a group or organization when the primary participants in the activities for which the facilities are rented are school-aged children.</p>
USE AGREEMENT	<p>Any organization or individual approved for a nonschool use of District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable</p>

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administrative regulations, and acknowledging that the District is not liable for any personal injury or damages to personal property related to the nonschool use. The user shall also indemnify and hold harmless the Board and/or its officers, agents, and employees from any claim whatsoever resulting from or arising out of the use of school facilities.

FEEES FOR USE

Nonschool users shall be subject to a fee for use of designated facilities as specified in GKD(REGULATION).

The Superintendent or designee shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, employee services, and priority groups.

The fee schedule shall be reviewed and approved as needed by the District's executive leadership team.

CAMPS

At the discretion of the Superintendent or designee, organizations may be authorized to hold camps for children residing in the District's attendance zones. Authorized camps shall be charged according to the fee schedule outlined in GKD(REGULATION).

EXCEPTIONS

GKD(REGULATION) establishes priority classifications for facility use and specifies the fees to be assessed, if any, for each classification based on the type of use requested.

The District recognizes that employee organizations and groups, such as PTAs and booster clubs, organized for the express purpose of supporting District activities and/or programs provide a benefit to staff, students, and campuses. As a result, these groups shall be permitted to use District facilities without incurring facility use fees.

Even though facility use fees shall not be assessed, charges for required support staff may be incurred. Other requirements regarding approval, scheduling, contracting, and insurance shall still apply.

LIABILITY INSURANCE

The facility user shall furnish evidence of liability insurance coverage as established in GKD(REGULATION). Such evidence shall be subject to review and approval by the facility services department.

EMERGENCY USE

In case of emergency, the Superintendent or designee may authorize the use of school facilities by civil defense, health, or emergency service authorities.

PROHIBITED
CONDUCT

Persons or groups using school facilities shall not:

1. Violate any federal or state laws, local ordinances, or District policies, including but not limited to those prohibiting the use,

sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products on District property. [See GKA]

2. Make any alteration, temporary or permanent, to District property without prior written consent from the Superintendent.
3. Use "Clear Creek Independent School District," "CCISD," and/or the name, logo, mascot, photograph, or likeness of any campus or facility in connection with any advertising associated with its use of District facilities. The name of the rented facility may be used solely for geographical mapping or for the purpose of identifying a meeting location.