

USE OF BROWARD COUNTY SCHOOL FACILITIES FOR  
NON-SCHOOL PURPOSES

THE RENTAL OR USE OF PUBLIC SCHOOL FACILITIES SHALL BE PERMITTED WHEN NOT IN CONFLICT WITH THE REGULAR OR EXTRACURRICULAR SCHOOL PROGRAM.

~~NEITHER NO GAMBLING, NOR THE USE OF ALCOHOLIC BEVERAGES, OR ANY ILLEGAL WEAPONS, SUBSTANCE/ILLEGAL SUBSTANCES OR ILLEGAL ITEMS SHALL BE ALLOWED IN THE SCHOOL BUILDING OR ON THE SCHOOL GROUNDS AT ANY PUBLIC SCHOOL FACILITY.~~

~~THE RENTAL OR USE OF PUBLIC SCHOOL FACILITIES BY ANY GROUP OR ORGANIZATION PROVIDING INFORMATION, PRODUCTS AND SERVICES UPON PUBLIC SCHOOL FACILITIES MUST NOTIFY ALL ATTENDEES, IN WRITING, THAT THE INFORMATION, PRODUCTS AND SERVICES OFFERED ARE NOT ENDORSED, SPONSORED OR RECOMMENDED BY BROWARD COUNTY PUBLIC SCHOOLS THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA.~~

~~IF AT ANY TIME IT IS DETERMINED THAT INACCURATE OR MISLEADING INFORMATION IS PRESENTED BY A PARTY RENTING OR USING PUBLIC SCHOOL FACILITIES, THE DISTRICT SCHOOL BOARD OF BROWARD COUNTY, FLORIDA RESERVES THE RIGHT TO IMMEDIATELY TERMINATE THE LEASE WITHOUT REFUND.~~

THE RENTAL USE OR ENJOYMENT OF PUBLIC SCHOOL FACILITIES OR SERVICES BY ANY GROUP OR ORGANIZATION WHICH DISCRIMINATES ON THE BASIS OF AGE, RACE, COLOR, DISABILITY, GENDER, MARITAL STATUS, NATIONAL ORIGIN, RELIGION OR SEXUAL ORIENTATION WILL NOT BE PERMITTED, EXCEPT AS PROVIDED BY LAW OR COURT ORDER.

LEGAL AUTHORITY: Section F.S.-1001.41(1), Florida Statutes F.S.

HISTORY:

Policy-Adopted: 4/29/70

Policy-Readopted: 9/5/74

Policy-Amended: 1/6/77; 12/18/80; 7/1/82; 6/16/88; 1/20/98; 1/15/02; 3/16/04

DEFINITIONS

1. "School Days" refer to normal operational hours when custodial staff is present. This includes days that the public school facility is open and in-session, and employee planning days. These days are listed on the current School Calendar as published on the School Board of Broward County web site (www.browardschools.com). Normal operational hours vary from one public school facility to school another. The School Day begins when the custodian opens and unlocks the public school facility's doors and ends when the custodian turns off the lights and locks the public school facility's doors.
2. "After School Hours" and on "Non-School Days" refer to periods when district custodianschool staff presence is required. "After School Hours" refers to the time after the lights are shut off, air conditioning is set back and the custodians lock the public school facility doors. The time varies from one public school facility to school another. "Non-School Days" refers to the days when the public school facility and the school district's administrative offices are closed. Non-School Days include weekends and School Board recognized legal holidays, spring break, winter recess, and Fridays in the summer; during the period of the four (4) day work week. Under Rule 3, a School Board employee, typically a member of the custodial staff must open, remain on duty throughout the program and close the public school building(s).

3. "School-Allied Groups" are groups such as the Parent Teachers Association (PTA), Parent Teacher Student Association (PTSA), Parent Teacher Organization (PTO), School Advisory Council [SAC], School Advisory Forum (SAF), Partners In Education (PIE), as defined below, local organizations that are involved with schools or departments to further school related or educational programs or purposes, and Booster Clubs, such as band, orchestral, choral, and athletic programs or as otherwise referenced in this Policy.
4. "Partners in Education": For purposes of this Policy, Partners in Education ("PIE") can be considered a School-Allied Group once they have it has a one-year history of supporting the needs of a school or department. Partners who are Not-for-Profit Section 501(c) (3) Organizations shall follow the guidelines specifically outlined for Not-for-Profit Section 501(c) (3) Organizations.
5. "Groups and Organizations that Charge Fees": Any group or organization that charges participants an activity fee to attend the program is required to reimburse the School Board for the services provided to the agency offered by such group or organization.
6. "Non-School Purposes" refers to use of public school facilities for non school related purposes such as but not limited to the student instruction as required by Florida Statutes, school activities etc. by outside agencies, groups or organizations.
7. "Application" shall refer to the Application and Lease for Use of Public School Facilities which is a School Board form used to document the use of School Board public school facilities.
8. A "Certificate of Insurance" (COI) is a document provided by the an insurance company stating the limits of coverage for bodily injury and property damage insurance for in effect during the use of the School Board public school facility.
9. "Rental Fees" refers to the fees charged for the use and enjoyment of a specific public school room or facility. A group or organization using more than one (1) room will be charged separately for each room. The School District Board of Broward County, Florida charges for the rental of its public school facilities for Non-School Purposes or such fees as specified in the lease agreement for use of the public school facility.
10. "Utilities Costs" include lighting, air conditioning, and electrical power in support of the operation of the public school facilities. Utilities Costs should not be applied for use of outdoor public school facilities, unless it is such facilities are used after dark and outdoor lighting is provided.
11. "Custodial Costs" include opening the public school facility, remaining on duty throughout the program (After School Hours only) cleaning the public school facility following use and closing the public school facility. Custodial fees Costs are not charged on School Days during normal operational hours, unless the principal or facility director determines that an additional custodian must be brought in to assist. Under the terms of the custodians' labor contract, a custodian brought in After School Hours and on weekends must be paid a minimum of four (4) hours, regardless if they work of whether the custodian works one (1) or four (4) hours.
12. "Personnel Costs" are charged, as incurred, for the services of a technician (supervisor and crew) for the media center or auditorium, standby electrician or stadium manager for the athletic stadium. School The school principal or facility director reserves the right to require police officers, or as applicable, designated security personnel and to determine the number of such police officers or security personnel necessary for any event. The cost of an off-duty detail officer cost is set by the local law enforcement agencies.

## RULES

Public school facilities may be used for Non-School Purposes in accordance with the following provisions:

1. ~~Each user of School Board public school facilities shall make An application for use in the administrative office of the requested facility of public school. facilities shall be completed and executed by each School district staff will enter pertinent information regarding the application in the lease database, print the lease application and agreement, obtain the user's signature and submitted the application and related back-up information to the school principal, facility director or designee for review, except as delineated in Section 5a.~~
2. ~~Upon receiving a request for use of a public school facility, the The school principal or facility director, upon receiving a request, shall determine if the requested use conflicts or interferes with the regular or extracurricular school programs or other previously scheduled activities.~~
3. An employee of ~~The~~ School Board, approved by the school principal or facility director, must open and close the School building(s) public school facilities and remain on duty throughout the meeting or program. ~~Facility use Use of public school facilities will be denied If-if school district staff is unavailable, facility use will be denied.~~
4. Final approval of the Application shall be granted or denied by the area superintendent or designee except for an Application requesting use of school grounds at a public school facility for a circus or carnival using mechanical equipment or animal rides. Such Applications must be sent to the Real Estate and Environmental Planning Department for preparation of a lease agreement to be submitted to The School Board for approval.
5. The following four (4) categories shall be used to describe applicants for the use of public school facilities for Non-School Purposes. The Fee Schedule (appended to this policy as Exhibit 1) shall be reviewed periodically (no less than annually) by the Superintendent for changes to be recommended to The School Board for approval and approved by the Board.
  - a. **School-Allied Groups.** ~~School Allied groups including Parent Teachers Association (PTA), Parent Teacher Student Association (PTSA), Parent Teacher Organization (PTO), School Advisory Council (SAC), School Advisory Forum (SAF), and Booster Clubs, such as band, orchestral, choral, and athletic programs, are exempt from the requirement of ando not require Rental Fees or Certificates of Insurance, nor is an Application and Lease for Use of Public School Facilities (aApplication) required Application for regarding the use of the school a public school facility for the conduct of their normal meetings.~~
    1. School-Allied Groups are also exempt from payment of Rental Fees, and eCustodial Costs, uUtility Utilities Costs and pPersonnel eCosts during normal operational hours and non-school days.
    2. School-Allied Groups will be required to pay eCustodial Costs, uUtility Utilities Costs and pPersonnel eCosts as incurred including security for fund-raising events held after normal operational hours and on Non-School Days when custodial staff presence is required. will be required to pay Custodial, Utility and Personnel Costs as incurred and shall pay Custodial Operational Costs for fund-raising events or for use of school facilities on non-school days at the rate specified in the established fee schedule.
    3. School-Allied Groups may charge for fund-raising events such as dinner, including dinners, dances, and car washes, etc., and not be required to pay Rental Fees to the school district The School Board or provide a Certificate of Insurance to The School Board as long as all of the funds raised are spent to support public district school activities. For the purposes of this Policy, fund-raising events shall not include camps (see Rule 5a. 4. If a School-Allied Group elects to charge students or parents for fund-raising purposes, the head of the School-Allied Group must provide the affected school principal or facility director of the public school facility with data that depicts anticipated projected revenues from the event prior to the scheduled event and a statement of actual revenues after the event. At the end of each school

year, the School-Allied Group must provide a written statement to the affected school principal or facility director indicating how all of the funds raised or accumulated by the School-Allied Group were expended to support District school activities. Failure to provide the information as set forth above may result in the Superintendent or designee refusing to allow the group School-Allied Group to use the School Board public school facilities.

3.

4. School-Allied Groups that charge for fund-raising, conduct camps, and that are considered For-Profit organizations and whose functions do not support public school activities shall be required to complete the Application, provide a Certificate of Insurance, pay Rental Fees, Custodial Costs, Utility Utilities Costs and Personnel Costs as incurred including, without limitation, -security required during normal operational hours and non-school days on Non-School Days.

5. Certain Not for Profit Section 501 (c) (3) Organizations may also be considered as School-Allied Groups. For the purposes of payment of fees, these groups will be considered as School Allied Groups when functioning in that capacity.

6. Partners in Education, other than a Not for Profit Section 501(c) (3) Organization, may obtain Allied School Allied Group status as long as the partner has a (1 year) history of providing needed services to the school. Partners who are Not for Profit Section 501(c) (3) Organizations follow guidelines specifically outlined for Not for Profit Section 501(c) (3) Organizations.

7. If it is determined that a student(s) is unable to afford attendance at a winter, spring or summer camp conducted by a School-Allied Group School Allied Groups conducting winter, spring and summer camps such for activities such as band and , cheerleading, etc., for which fees are charges would be required; however, if and it is determined that a student cannot afford to attend the camp, the school principal or facility director will work with the group School-Allied Group sponsoring the camp to determine how to raise the necessary funds so that the student(s) may attend.

For the purposes of this pPolicy, fund raising events shall not include camps. If a School-Allied Group elects to charge students or parents for fund raising purposes, the head of the School-Allied Group must provide the affected principal of the school with data that depicts anticipated projected a projection of revenues from the event prior to the scheduled event and a statement of actual revenues after the event. At the end of each school year, the School-Allied Group must provide a written statement to the affected principal a written statement indicating how all of the funds raised or accumulated by the School-Allied Group were expended to support public school activities. Failure to provide the information as set forth above may result in the Superintendent or designee refusing to allow the group to use the School Board facilities.

b. **Government Organizations.** Government organizations must fulfill Application requirements and meet the insurance requirements as outlined under Rule 10 – Insurance – Property Damage which will cover the District The School Board for any property damages associated with the Government Organization’s use of a public school facility.

1. On School Days, during the normal operational hours when custodial staff is present, Government eOrganizations shall be exempt from the payment of Rental Fees, Custodial and UtilityOperational Ceosts Costs and Utilities Costs, under the fee schedule and will not be required to provide certificates of insurance for use of public school facilities, exceptthat

~~1.2. After the normal operational school hours School Hours or on Non-School Days when custodial staff presence is required, Government Organizations shall pay Rental Fees, Custodial and Utility and Costs, Utilities Costs and Personnel Costs, as incurred including, without limitation, any required security.~~

~~2.3. Government Organizations that charge participants for activities shall pay Rental Fees, and if applicable Custodial and Utility Costs and Costs, Utilities Costs and Personnel Costs as incurred, including, without limitation, any required security. On nonschool days, Government Organizations shall pay any Custodial Operational Costs.~~

~~3.4. All fees are shall be based on the current established fee schedule Fee Schedule (appended to this Policy as Exhibit 1).~~

~~Government Organizations shall pay Personnel Costs as incurred. This Policy is not applicable to a Reciprocal Use Agreement between the The School Board and other governmental agencies. Those agreements shall stand on upon their own terms.~~

c. **Not-for-profit Section 501(c)(3) Organizations** ~~Not-for-profit organizations are those organizations that are qualified by the Internal Revenue Service under Section 501(c)(3) A of the Internal Revenue Code. Not-for-profit Section 501 (c)(3) Organizations Organization shall fulfill application Application requirements, all insurance requirements set forth in this Policy, and provide a copy of the its approved IRS Section 501 (c)(3) certificate for each and every use of School Board public school facilities.~~

1. ~~On School Days, during normal operational hours when custodial staff is present, Not-for-profit Section 501 (c)(3) Organizations shall pay nominal charges for electricity and administrative costs, as listed in the Fee Schedule, and Personnel Costs, as incurred including security according to the fee schedule, but shall be exempt from the payment of Rental Fees and Custodial Operational Costs, when using classrooms and cafeteria facilities during school days during the hours that the school is open including the hours when custodial staff is scheduled to be present.~~

2. ~~After school hours and on non-school days, when custodial staff presence is required, During After School Hours and on Non-School Days, Not-for-Profit Section 501 (c)(3) Organizations shall also pay Rental Fees, Custodial, Utility Costs, Utilities Costs and Personnel Costs, as incurred including, without limitation, any required security.~~

3. ~~Not-for profit Section 501 (c) (3) Organizations that charge participants for activities on school days shall also pay Rental Fees and, if applicable, Custodial and Utility Costs, Utilities Costs and Personnel Costs, as incurred including, without limitation, any required including security.~~

4. ~~All fees are shall be based on the current established fee schedule Fee Schedule. In addition, any use of equipment shall be subject to Rental Fees.~~

~~Principals shall provide to the Area Superintendent a schedule of the hours when their schools are available without the necessity of having overtime for custodial staff. For events that occur on non-school days, Section 501(c)(3) Organizations shall pay Rental Fees and Operational Costs as specified in the established fee schedule Section 501(c)(3) Organizations shall fulfill all insurance requirements for each and every use of public school facilities and shall pay Personnel Costs as incurred. In addition, any use of equipment shall be subject to rental fees. Certain Not for profit Section 501 (c) (3) Organizations under contract with the Children's Services Council may be considered as a Governmental Organizations for the purposes of payment of fees, when functioning in that capacity.~~

d. ~~Other Organizations. Other Organizations. All applicants for the use of public school facilities other than "Other Organizations" School Allied Groups and Government Organizations must be entities that were not named or listed in Rule 5a, 5b and 5c. Other Organizations shall fulfill all application Application and insurance and application requirements necessary for such every each use of School Board public school facilities.~~

1. ~~On school days, during normal operational hours when custodial staff is present, and School Days, Other Organizations shall pay Rental Fees, and Operational Utility and Custodial Utilities Costs and for such use in accordance with the fee schedule as well as any Personnel Costs that are incurred including, without limitation, any required security, or additional custodial staff, during the use~~
2. ~~During After the normal operational school hours and on non school days, School Hours or on Non-School Days, when custodial staff presence is required, Other Organizations shall pay Rental Fees, Custodial Costs, Utility Utilities Costs and any Personnel Costs as incurred including, without limitation, any required security.~~

~~Other Organizations that charge participants for activities shall pay Rental, and if applicable, Custodial and Utility Costs and any Personnel Costs as incurred.~~

3. ~~All fees are based on the current established fee schedule Fee Schedule (appended to this Policy as Exhibit 1).~~

6e. ~~This pPolicy is not applicable will not apply to vendors who are awarded contracts as a result of a school district Request for Proposal (RFP) process issued by The School Board including, but not limited to, any entities that provide before and after school child care or before and after tutorials, etc. Requirements regarding the Use of Broward County School Facilities for Non-School Purposes Any use of public school facilities by such entities shall be governed by the specific contracts or agreements existing between such entities and the The School Board.~~

~~For School Allied Groups conducting Winter, Spring and Summer camps such as band, cheerleading, etc., for which fees are charges, if the school principal determines that a student cannot afford to attend the camp, then the principal will work with the group sponsoring the camp to determine how to raise the necessary funds so that the student(s) may attend.~~

77. ~~The basic Rental Fees and Operational Custodial Costs, Utility Utilities Costs and Personnel Costs for all public school facilities is developed are shall be reviewed periodically (no less than annually) by the Superintendent Lease Committee and which will recommend any changes recommended to the Superintendent for approval by The School Board. Any revised Fee Schedule shall become effective on the approval date of its approval by The School Board and shall applied to all new applications subsequent Applications. Fees are, based on energy-utility costs, personnel costs and space requirements and labor contract standards. Thereafter, during the term of each lease, rental, uUtility, cCustodial Rental Fees, Utilities Costs, Custodial Costs and other pPersonnel eCosts may be adjusted in accordance with the Consumer Price Index formula contained in the lease agreement during the term of each lease. The Rental Fees for all public school facilities includes the services of one custodian during the hours school is scheduled to be open. Custodial charges shall only be applied when either additional custodial staff is required for the activity or when custodial staff is required beyond normal working hours. The need for additional custodians shall be determined by the school principal or facility director of the public school facility. Utility Utilities eCosts shall be applied only for activities held on school days School Days after normal operational classroom hours or on Non-School Days. Personnel eCosts shall be available at based on upon the rates established in the Broward County Salary Schedule, plus other expenses including fringe benefits. The above charges do not include the services of security or law enforcement officers. The need for and cost of these services shall be determined by the school principal or facility director of the public school facility, and the law enforcement agency having jurisdiction, respectively.~~

88. ~~The school principal or facility director shall require the use of regular food service workers when fixed kitchen equipment is used in connection with food preparation, service and clean-up during use of a public school facility rental, including food for the preparation, serving and clean up, of food for banquets, etc.,~~

~~and require. The group or organization shall pay~~ the cost of the food service worker(s) involved, according to the adopted School Food Services salary schedule, including retirement and other fringe benefits. ~~A separate check made payable to The School Board of Broward County, Florida shall be given to the Cafeteria Manager for such food services. The food service worker shall assist in the preparation serving and clean-up, except This section rule does not apply to School Allied School-Allied Groups are exempt from this Rule.~~

99. All checks for rental of public school facilities, other than in payment for food services, as well as for payment of on-site services shall be made payable to the school or facility and shall be deposited in the school's Internal Accounts Trust Fund of the school or facility. These funds shall be remitted to the School Board on a monthly basis and will be added to the designated school's operating budget for the portion of reimbursement for payroll of the school or facility and to the District The School Board's utility budget for the energy/utility expense portion. Organizations must prepay all Rental Fees before being given access to public school facilities. However, if the rental period is greater than one month, Total facility lease cost shall be paid on a monthly basis.

1010. An Application for Use of Public School Facilities shall be completed by each user and submitted to the principal for review. Final approval of the application shall be granted or denied by the area superintendent. Any individual or group or organization that intends to charge students and/or adults for any type of service/activity during the usage of public school facilities/equipment must provide the District The School Board with a letter addressed to the Superintendent stating that the individual/organization will report to the Internal Revenue Service (IRS) all salaries and applicable taxes and all fees exceeding \$600 paid to School Board employees, a copy of which will be provided to the IRS by the District The School Board.

#### 11. INSURANCE

~~The user of School Board public school facilities shall be financially responsible for all liability and property damage incurred during its use of facilities, if such damage occurs as a result of its use. The School-Allied Groups users delineated in section Rule #5a are exempt from this requirement, unless they charge fees as specified in section # Rule 5a above. Government Organizations are exempt from insurance requirements as delineated in section #5b.~~

The user of a public school facility must furnish a Certificate of Insurance to the Risk Management and Safety Department of The School Board at least seven (7) working days prior to the use of the public school facilities, and the a Certificate of Insurance with must contain the following provisions:

- (1) A ten-day notice of cancellation provision;
- (2) A statement certifying that there is in force a general liability insurance policy naming the The School Board as an additional insured; and
- (3) ~~Written~~ Be written by a company licensed to write this line of coverage in the state State of Florida (or an approved Non-admitted Carrier). The limits of the insurance policy shall be not less than:

Bodily Injury - \_\_\_\_\_ \$100,000 each person  
\$300,000 each occurrence

Property Damage - \$ 25,0001,000,000 each occurrence  
\$ 25,0001,000,000 aggregate

1212. Meal Functions, picnics Picnics and "Fun Fairs," picnics, suppers, carnivals, etc., which do NOT have mechanical or animal rides, sponsored by the school for School-Allied Groups as defined in section #5a, are required to comply with the following provisions:

- (a) The school principal or his/her designee is shall be in attendance in a supervisory capacity.

- (b) All food utilized must be prepared, made or sold by the ~~School-Allied Ggroups defined in section #5a~~, students or School Board employees.
- (c) All such activities hosted by groups other than ~~School-Allied these Ggroups in section #5a~~ must comply with all of the provisions of this ~~p~~Policy.

~~13. Insurance For Circus and Carnivals~~

~~a. The user of School Board grounds shall be financially responsible for all liability and property damage.~~

~~b. The following rules and conditions apply for use of school grounds for carnivals which DO have mechanical or animal rides:~~

~~(1) Prior approval of the School Board of Broward County shall be required. The Department of Pupil Accounting and Property Management shall coordinate the agreement and Board submission upon request.~~

~~— A deposit of \$500 is required from all carnivals and circuses.~~

~~— Utilizing mechanical equipment, or animal rides, the liability insurance limits must be no less than:~~

~~————— Bodily Injury — \$ 1,000,000 each person  
— \$ 1,000,000 each occurrence~~

~~————— Property Damage — \$ 100,000 each occurrence  
— \$ 100,000 aggregate~~

~~e. Carnival or circus vendor, NOT utilizing mechanical equipment, or animal rides, shall be financially responsible for all liability injuries to all participants. The user must furnish a Certificate of Insurance at least seven (7) work days prior to Board approval.~~

~~A ten-day notice of cancellation provision~~

~~(2) A statement certifying that there is in force a general liability insurance policy naming the School Board as an additional insured.~~

~~————— (3) ——— Written by a company licensed to write this line of coverage in the state of Florida (or an approved Non-admitted Carrier). The limits shall be not less than:~~

~~Bodily Injury — \$ 100,000 each person  
\$ 300,000 each occurrence~~

~~Property Damage — \$ 25,000 each occurrence  
— \$ 25,000 aggregate~~

~~d. Each carnival and circus shall also be required to furnish a certificate of insurance naming the School Board of Broward County, Florida, municipality or governmental entity having jurisdiction as an additional insured.~~

~~12. EXCEPTIONS~~



~~The School Board recognizes that it is not possible to incorporate every situation or event into this Policy and therefore allows for exceptions to be made on an individual basis, as determined by the Superintendent or designee.~~

132. This Policy shall become effective ~~October 1, 2001~~ April 1, 2010 upon approval of the School Board at the ~~second reading.~~ In addition, the Superintendent is to ~~shall~~ submit a report by June 30th of every year to the Board ~~by July 31<sup>st</sup> of every year~~ on the utilization of facilities.

LEGAL AUTHORITY: Section ~~F.S.~~ 1001.41 (1), F.S.

HISTORY:

Adopted: Rules Approved: 12/17/70

Rules \_\_\_ -Amended: 8/25/71; 9/5/74; 1/6/77; 12/18/80

7/2/81; 7/1/82; 6/2/83; 6/16/88;

1/6/77; 12/18/80 12/15/88; 1/20/98; 01/15/02; 3/16/04

7/2/81; 7/1/82; 6/2/83; 6/16/88; 12/15/88; 1/20/98; 01/15/02; 3/16/04

FEE SCHEDULE

SCHEDULE A

<u>NOT-FOR-PROFIT ORGANIZATIONS FOR SCHOOL DAYS</u>	
<u>Fee Category</u>	<u>Cost Unit</u>
<u>Nominal charge for electricity, materials and administrative costs</u>	<u>\$25.00 per meeting, not to exceed \$250.00 per school/per fiscal year.</u>

SCHEDULE B

<u>RENTAL FEES</u>	
<u>Fee Category</u>	<u>Cost Unit</u>
<u>Auditorium Fee</u>	<u>\$100.00 Per hour of rehearsal or setup</u>
	<u>\$600.00 Per performance (3 hour period)</u>
	<u>\$50.00 Per each additional hour (or part thereof) of performance</u>
<u>Cafeteria Fee – excludes kitchen</u>	<u>\$30.00 Per hour (minimum 5 hours)</u>
<u>Classroom Fee</u>	<u>\$10.00 Per hour (minimum 5 hours)</u>
<u>Multi-Purpose Room Fee (i.e. Media Center)</u>	<u>\$10.00 Per hour (minimum 5 hours)</u>
<u>Swimming Pool</u>	<u>\$50.00 Per hour (minimum 3 hours)</u>
<u>Athletic Fields, Baseball, Tennis Practice and associated parking</u>	<u>\$40.00 Per hour (minimum 3 hours)</u>
<u>Gymnasium</u>	<u>\$50.00 Per hour (minimum 3 hours)</u>
<u>Regional Athletic Stadium for Athletic Competitions</u>	<u>\$750.00 Per day (or any part thereof not to exceed 8 hours). This fee would include the use of the stadium, track, field and associated equipment and parking. Does not include field lining, security &amp; operational costs.</u>
<u>Parking Lot only</u>	<u>\$30.00 Per hour (minimum 3 hours)</u>

UTILITY UTILITIES COSTS AND CUSTODIAL COSTS

<u>Fee Category</u>	<u>Cost Unit</u>
<u>Energy (Light, Cooling and Power)</u>	<u>\$30.00 Per hour</u>
<u>Water</u>	<u>\$25.00 Per day. This fee would be required for activities using more than the standard</u>

	_____ facility use such as car washes.
<u>Refuse</u>	_____ \$25.00 _____ Per day. This fee would be required for _____ activities using multiple trash cans _____ requiring disposal.
<u>Custodial Services</u>	_____ \$44.00 _____ Per hour (minimum 4 hours)

PERSONNEL COSTS

<u>Fee Category</u>	<u>Cost Unit</u>
<u>Technical Supervision</u>	_____ \$44.00 _____ Per hour
<u>Technical Crew</u>	_____ \$44.00 _____ Per hour
<u>School Security</u>	_____ \$44.00 _____ Per hour
<u>Off-duty detail officers</u>	_____ * _____ Per hour (minimum 4 hours)
<u>Stand-by-Electrician</u>	_____ \$60.00 _____ Per hour
<u>Stadium Manager (Athletic Director or designee)</u>	_____ \$60.00 _____ Per hour

\* Cost is set by the local law enforcement agencies. School principal or facility director reserves the right to require police officers and determine the number necessary for any event.

Category Charges Matrix

CATEGORIES	APPLICATION	COI	RENTAL	UTILITIES	CUSTODIAL	PERSONNEL
<b>SCHOOL-ALLIED GROUPS</b>						
School Days <del>during Normal-Operational Hours</del> After School Hours and Non-School Days Fund Raising Fund-raising Events	<u>Yes</u> <sup>1</sup> <u>Yes</u> <u>Yes</u>	<u>No</u> <u>No</u> <u>No</u>	<u>No</u> <u>No</u> <u>No</u>	<u>No</u> <u>Yes</u> <u>Yes</u> *	<u>No</u> <u>Yes</u> <u>Yes</u> *	<u>No</u> <u>As Incurred</u> <u>As Incurred</u>
<b>GOVERNMENT ORGANIZATIONS</b> <sup>2</sup>						
School Days <del>during Normal-Operational Hours</del> After School Hours and Non-School Days Activity Fees Charged to Participants	<u>Yes</u> <u>Yes</u> <u>Yes</u>	<u>Yes</u> <u>Yes</u> <u>Yes</u>	<u>No</u> <u>No</u> <u>Yes</u>	<u>No</u> <u>Yes</u> <u>Yes</u> *	<u>No</u> <u>Yes</u> <u>Yes</u> *	<u>As Incurred</u> <u>As Incurred</u> <u>As Incurred</u>
<b>NOT-FOR-PROFIT ORGANIZATIONS</b>						
School Days <del>during Normal-Operational Hours</del> After School Hours and Non-School Days Activity Fees Charged to Participants	<u>Yes</u> <u>Yes</u> <u>Yes</u>	<u>Yes</u> <u>Yes</u> <u>Yes</u>	<u>No</u> <u>No</u> <u>Yes</u>	Nominal <u>Yes</u> <u>Yes</u>	<u>No</u> <u>Yes</u> <u>Yes</u> *	<u>As Incurred</u> <u>As Incurred</u> <u>As Incurred</u>
<b>OTHER ORGANIZATIONS</b>						
School Days <del>during Normal-Operational Hours</del> After School Hours and Non-School Days	<u>Yes</u> <u>Yes</u>	<u>Yes</u> <u>Yes</u>	<u>Yes</u> <u>Yes</u>	<u>Yes</u> <u>Yes</u>	<u>No</u> <sup>3</sup> <u>Yes</u>	<u>As Incurred</u> <u>As Incurred</u>

Notes: \* If Applicable (After Hours)

<sup>1</sup> Excluding normal meetings.

<sup>2</sup> Government Organizations without Reciprocal Use Agreement's (RUA's).

<sup>3</sup> Rental includes only one custodian during normal operational hours.