

KF – USE OF SCHOOL BUILDINGS AND FACILITIES

Any group or individual requesting the use of school facilities, except for school activities, must submit a request not less than two weeks prior to the time school facilities are needed for normal requests. Requests made by for-profit groups, other local groups, and out-of-town groups or requests for use outside of normal times should be submitted four weeks in advance. Requests should be made using the District's online facilities use system. The system can be accessed via the district website at www.sau14.org

Approval may be denied due to lack of appropriate space or if a previous activity by the applicant resulted in a violation of any aspect of any School Board policy or guidelines.

Facilities use approvals are processed based on the requestor's priority of usage and scheduled and/or anticipated school events.

When schools have been closed because of inclement weather, the facilities will be closed for all use. The schools do not assume the responsibility of contacting groups when such closures occur. Information on closures is posted on the District website and WMUR.

The district may also elect to close buildings, facilities, and grounds for maintenance. Buildings, facilities, and/or grounds will be closed for all use during this time period.

Organizations connected with and promoting recognized school functions may use the buildings without charge.

Other organizations may use school property upon payment of suitable fees and costs, according to the fee schedule recommended by the Superintendent and approved by the Board. "Other organizations" includes the Boy Scouts of America, Big Sisters of America, Boys and Girls Clubs of America, Future Farmers of America, Girl Scouts of America, Little League Baseball, Inc., and any other groups intended to serve youth under the age of twenty-one (21) and listed in Title 36 of the United States Code. The Board reserves the right to waive rental fees for charitable or non-profit organizations.

Whenever a community group is permitted to use a school or other facility, at least one district employee must be on hand, paid for by the organization, when in the opinion of the Superintendent, it is necessary to supervise the individuals and protect school property. The number of paid employees shall depend on the type of service, number to be served and number of volunteers.

No school building or facility shall be used for any purpose which could result in picketing, rioting, disturbing the peace or damage to property or for any purpose prohibited by law.

The Superintendent or his/her designee, on the basis of this policy and its accompanying regulations, shall approve all rentals of school facilities. The Board must approve any special requests or exceptions to this policy and/or regulations.

Statutory/Regulatory/Policy/Handbook Cross References
Handbook (None)

APPROVED: October 25, 2007 AMENDED: August 21, 2014

PREVIOUS POLICY: November 13, 1997 "Community Use of School Facilities"