

# School District of Altoona Policy 830-Exhibit

## Facility Use Fee Schedule - Group I

All School District of Altoona activities, PTO/PTA organizations, School Booster organizations, Altoona Athletics & Activities youth programs, activities organized by the City of Altoona and Altoona Parks and Recreation.

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<b>Gymnasium</b> Elementary Middle School - Upper Middle School - Lower High School Locker Room (Each) Weight Room	\$0.00	\$0.00
<b>Outdoor</b> Sports Complex (All) Track Turf Field Practice Field	\$0.00	\$0.00
<b>Classroom/Computer Lab/Commons/Multipurpose Room</b> Elementary, Intermediate, Middle, High	\$0.00	\$0.00
<b>Auditorium</b> High School	\$0.00	\$0.00

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<i>Assistance Required. Equipment and Supplies will not be furnished by the School District of Altoona.</i>		
<b>Workspaces</b> Art Room, Fab Lab, Woodshop	\$0.00	\$0.00
<b>Concessions</b> Elementary High, Sports Complex - Requires Altoona Athletic Booster Club Agreement	\$0.00	\$0.00
<b>Kitchen</b> Elementary, Intermediate, Middle, High	\$0.00	\$0.00

# Additional Fees

When applicable, personnel rates per person needed for the following positions will be charged according to hourly rates established by the District:

<b>Personnel Rates (Including Setup)</b>	<b>Standard Operating Hours</b>	<b>Non-Standard Operating Hours</b>
Custodial	\$0/hr	\$10/hr
Kitchen	\$0/hr	\$10/hr
Staff/Other	\$0/hr	\$10/hr
Technology	\$0/hr	\$10/hr
<b>Utility Rates</b>	<b>Standard or Non-Standard Operating Hours</b>	
Oakleaf Stadium Field Lights	\$10/hr (lights will not be permitted past 10:00 PM on any day)	

Custodial fees will begin 30 minutes prior to the time access to the facility is requested and will end when cleanup is completed after the activity (there is a minimum two hour charge for all activities during non-standard operating hours). Additional personnel fees will begin when district staff are required to arrive to prepare the facility for the activity and will end when breakdown is complete following the activity (there is a minimum three hour charge for all activities). No use of equipment shall be granted without prior approval from the District. Equipment usage is subject to availability. If District personnel are required to be present during use of equipment, personnel rates will also apply.

Payment/Cancellation: An invoice will be sent following completion of the activity with payment due based on terms noted on the invoice. Cancellations must be in writing to the Athletics and Activities Office. No fee assessed if cancellation is made more than 10 business days prior to the facility use. Cancellations made less than 10 business days prior to facility use will be subject to a fee equal to 20% of the facility usage fees. No group delinquent in payment for use of a facility will be approved for subsequent use of school facilities until payment is received.

# School District of Altoona

## Facility Use Fee Schedule - Group II

Non-profit, non-district administered activities, including but not limited to: Club sports, non-profit sports teams, community-based groups (including sectarian and political).

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<b>Gymnasium</b>		
Elementary	\$10.00	\$15.00
Middle School - Upper	\$10.00	\$15.00
Middle School - Lower	\$10.00	\$15.00
High School	\$15.00	\$22.50
Locker Room (Each)	\$20.00	\$30.00
Weight Room	\$20.00	\$30.00
<b>Outdoor</b>		
Sports Complex (All)	\$75.00	\$112.50
Track	\$20.00	\$30.00
Turf Field	\$50.00	\$75.00
Practice Field	\$10.00	\$15.00
<b>Classroom/Computer Lab/Commons/Multipurpose Room</b>		
Elementary, Intermediate, Middle, High	\$10.00	\$15.00
<b>Auditorium</b>		
High School	\$20.00	\$30.00

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<i>Assistance Required. Equipment and Supplies will not be furnished by the School District of Altoona.</i>		
<b>Workspaces</b>		
Art Room, Fab Lab, Woodshop	\$20.00	\$30.00
<b>Concessions</b>		
Elementary	\$10.00	\$15.00
High, Sports Complex - <i>Requires Additional Agreement with the Altoona Athletic Booster Club</i>	\$20.00	\$30.00
<b>Kitchen</b>		
Elementary, Intermediate, Middle, High	\$20.00	\$30.00

# Additional Fees

The School District of Altoona reserves the right to determine the number of custodial/field supervisor staff required for an activity. When applicable, personnel rates for the following positions will be charged according to hourly rates established by the District:

Personnel Rates (Including Setup)	Standard Operating Hours	Non-Standard Operating Hours
Custodial	\$15/hr	\$20/hr
Kitchen	\$15/hr	\$20/hr
Staff/Other	\$15/hr	\$20/hr
Technology	\$15/hr	\$20/hr
Utility Rates	Standard or Non-Standard Operating Hours	
Oakleaf Stadium Field Lights	\$10/hr (lights will not be permitted past 10:00 PM on any day)	

Custodial fees will begin 30 minutes prior to the time access to the facility is requested and will end when cleanup is completed after the activity (there is a minimum two hour charge for all activities during non-standard operating hours). Additional personnel fees will begin when district staff are required to arrive to prepare the facility for the activity and will end when breakdown is complete following the activity (there is a minimum three hour charge for all activities). No use of equipment shall be granted without prior approval from the District. Equipment usage is subject to availability. If District personnel are required to be present during use of equipment, personnel rates will also apply.

Payment/Cancellation: An invoice will be sent following completion of the activity with payment due based on terms noted on the invoice. Cancellations must be in writing to the Athletics and Activities Office. No fee assessed if cancellation is made more than 10 business days prior to the facility use. Cancellations made 9 business days or less prior to facility use will be subject to a fee equal to 20% of the facility usage fees. No group delinquent in payment for use of a facility will be approved for subsequent use of school facilities until payment is received.

# School District of Altoona

## Facility Use Fee Schedule - Group III

For-profit groups whose activities (both athletic and non-athletic) are not administered by the School District of Altoona.

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<b>Gymnasium</b>		
Elementary	\$20.00	\$30.00
Middle School - Upper	\$20.00	\$30.00
Middle School - Lower	\$20.00	\$30.00
High School	\$30.00	\$45.00
Locker Room (Each)	\$40.00	\$60.00
Weight Room	\$40.00	\$60.00
<b>Outdoor</b>		
Sports Complex (All)	\$150.00	\$225.00
Track	\$40.00	\$60.00
Turf Field	\$100.00	\$150.00
Practice Field	\$20.00	\$30.00
<b>Classroom/Computer Lab/Commons/Multipurpose Room</b>		
Elementary, Intermediate, Middle, High	\$20.00	\$30.00
<b>Auditorium</b>		
High School	\$40.00	\$60.00

Facility	Per Hour - Standard Operating Hours	Per Hour - Non-Standard Operating Hours
<i>Assistance Required. Equipment and Supplies will not be furnished by the School District of Altoona.</i>		
<b>Workspaces</b>		
Art Room, Fab Lab, Woodshop	\$40.00	\$60.00
<b>Concessions</b>		
Elementary	\$20.00	\$30.00
High, Sports Complex - <i>Requires Additional Agreement with the Altoona Athletic Booster Club</i>	\$40.00	\$60.00
<b>Kitchen</b>		
Elementary, Intermediate, Middle, High	\$40.00	\$60.00

# Additional Fees

The School District of Altoona reserves the right to determine the number of custodial/field supervisor staff required for an activity. When applicable, personnel rates for the following positions will be charged according to hourly rates established by the District:

Personnel Rates (Including Setup)	Standard Operating Hours	Non-Standard Operating Hours
Custodial	\$20/hr	\$30/hr
Kitchen	\$20/hr	\$30/hr
Staff/Other	\$20/hr	\$30/hr
Technology	\$20/hr	\$30/hr
Utility Rates	Standard or Non-Standard Operating Hours	
Oakleaf Stadium Field Lights	\$10/hr (lights will not be permitted past 10:00 PM on any day)	

Custodial fees will begin 30 minutes prior to the time access to the facility is requested and will end when cleanup is completed after the activity (there is a minimum two hour charge for all activities during non-standard operating hours). Additional personnel fees will begin when district staff are required to arrive to prepare the facility for the activity and will end when breakdown is complete following the activity (there is a minimum three hour charge for all activities). No use of equipment shall be granted without prior approval from the District. Equipment usage is subject to availability. If District personnel are required to be present during use of equipment, personnel rates will also apply.

Payment/Cancellation: An invoice will be sent following completion of the activity with payment due based on terms noted on the invoice. Cancellations must be in writing to the Athletics and Activities Office. No fee assessed if cancellation is made more than 10 business days prior to the facility use. Cancellations made less than 10 business days prior to facility use will be subject to a fee equal to 20% of the facility usage fees. No group delinquent in payment for use of a facility will be approved for subsequent use of school facilities until payment is received.