

BLOOMSBURG AREA SCHOOL DISTRICT Policy Manual
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Section: PROPERTY
Title: USE OF SCHOOL FACILITIES
Date Adopted: August 17, 1981
Date Last Revised: October 20, 2003

707. USE OF SCHOOL FACILITIES

- .1 School facilities of this district should be made available for community purposes, provided that such use does not interfere with the educational program of the schools.
- .2 Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity group or organizations nor the purposes they represent.
- .3 School-sponsored activities shall have first priority. The right to authorize use of school facilities shall be retained by the Board and/or Superintendent or designee. Such use will be determined by the district policy and will be only at such times as the facilities required are free from district curricular and extracurricular activities.
- .4 General Procedures and Board Regulations
 - .41 Written application for permission to use school facilities shall be made on the appropriate form, and submitted to the building principal. After approving an application, the building principal shall submit copies to the business Administrator and Buildings and Grounds Supervisor. The building principal will be responsible for maintaining an accurate calendar of uses of school facilities by school and community groups.
 - .42 Cost recovery charges will be made according to a schedule of fees approved by the Board.
 - .43 Sponsoring organizations shall provide sufficient competent adult and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.

- .44 Alcoholic beverages will not be permitted in school facilities or on school property at any time. Use of tobacco will be allowed only in specified areas.
- .45 All applicants for use of district facilities must submit evidence of insurability and agree to hold the district free and without harm, from any loss or damage liability or expense that may arise during or be caused in any way by such use or occupancy of district facilities. Also, in the event that property loss or damage is incurred during such use or occupancy of district facilities, the amount of damage shall be decided by the Superintendent and approved by the Board, and a bill for damages will be presented to the group using or occupying the facilities during the time the loss or damage was sustained.
- .46 Any and all use of district facilities shall be totally free from obscure and controversial purposes and purposes of a disruptive nature. Should any group lodge an objection against a specific use of district facilities, such objection is only valid if it is made in writing to the Superintendent and bears the signature of the individual and/or group of individuals lodging the complaint. At such time as such valid complaint is lodged, the following shall apply:
- .461 Use of the facilities by the applicant shall be suspended temporarily to afford the Superintendent sufficient time to meet with the Board and all concerned parties for the purposes of a hearing. The applicant shall be duly notified in time to contact the members of the group regarding the temporary suspension of use and the pending hearing.
- .462 Within ten (10) days of temporary suspension, the Superintendent, the Board, the complainant, and the applicant shall convene at a specified time and location to determine the validity or nonvalidity of the complaint. The Board shall be the deciding authority, and the Board's decision shall be final. A written copy of the decision may be obtained by any and all members of either the complainant group or the applicant group by request.