

COMMUNITY USE OF SCHOOL FACILITIES

For the purpose of these regulations, school-related groups shall include any school-affiliated organization, school-sponsored program, and organizations whose primary purpose is to provide financial assistance to the District or any school in the District.

General Conditions for Community Use

In addition to the requirements of Policy 700:20, all non-school related groups must agree to the following conditions:

1. Pay any damages to school facilities, furniture, or equipment arising from the use of the group;
2. No furniture or equipment may be moved without prior approval from the school principal;
3. Signs, displays, or materials may not be attached, nailed, or otherwise affixed to school facilities;
4. No equipment, material or other matter which presents a health or safety hazard to persons or property may be brought into or onto the District facility. The use of open flames, makeshift electrical wiring, flammable and/or caustic materials and the like are prohibited;
5. All persons using the District's facility shall confine themselves to the area of the facility for which temporary use has been granted;
6. Food or beverages may not be used without express approval from the school principal;
7. All equipment, material and other matter brought into or onto the facility by the user shall be removed and the facility restored to the condition in which it was provided;
8. Use of a facility may be terminated by the District in the event of any emergency, any breach of Policy 700:20, this regulation, or the User Agreement.

Application for Use of District Facilities

All community groups, other than those considered to be school-related as defined by Policy 700:20, must complete an application for use of District facilities and sign the CCSD 89 Facilities User Agreement if the application for use is approved. All applications and the User's Agreement must be signed by an officer or designee of the organization requesting use. All applications should be forwarded to the District Office.

Application of District facility usage will constitute a willingness to comply with all rules and regulations regarding the use of District facilities.

Rental and Service Charges

Category I

The following may use school facilities without charge during custodial hours:

1. General meetings of District 89 Parent Teacher Council (PTC);
2. General meetings of District 89 Parent Teacher Presidents' Council;
3. District 89 Education Association;
4. Governmental election polling places;
5. Other taxing bodies using the facility for meetings of general interest to District 89 residents;
6. Groups sponsored by the PTC;
7. School-based community support services.

Free uses shall be available to each parent-teacher organization for meetings, social functions and/or money-making projects. Four additional free uses are available to PTC organizations, unless excessive clean-up is required following the event.

Category II

When Category I groups meet outside of the normal custodial hours and other exceptions noted above do not apply, the groups may use school facilities free of rental charge; however, when it is appropriate for the activity, school personnel will be assigned and a charge based on the following will be assessed:

School Employee or Employee of Custodial Contractor

1. Maintenance: \$35.00/regular hour/employee; \$52.50 overtime hour/employee;
2. Contractor: \$20.00/regular hour/employee; \$30.00/overtime hour//employee;
3. If cleanup time requires additional help, a sufficient number of extra employees will be assigned;
4. The District shall assign more than one custodian or maintenance worker if it is deemed necessary.

Category III

Individual rental agreements will be negotiated with the following groups:

1. Park District (and their affiliated groups) whose boundaries include part of District 89;
2. Other governmental or public education agencies.

Category IV

Organizations, with at least 50% of the members and/or users of which must be District 89 residents, which sponsor youth activities for students under the age of 18. When Category IV groups meet outside of the normal custodial hours, the groups may use school facilities free of rental charge; however, when it is appropriate for the activity, school personnel will be assigned and a charge based on the following will be assessed:

School Employee or Employee of Custodial Contractor

1. Maintenance: \$35.00/regular hour/employee; \$52.50 hour/employee;
2. Contractor: \$20.00/regular hour/employee; \$30.00/overtime hour//employee;
3. If cleanup time requires additional help, a sufficient number of extra employees will be assigned;
4. The District shall assign more than one custodian or maintenance worker if it is deemed necessary.

Category V

All other organizations – at least 50% of the members and/or users must be District 89 residents.

The District reserves the right to:

1. reject the application of any group if the District believes that use of the facilities will negatively impact regular school use of the facilities;
2. give preferential treatment to non-for-profit groups and groups focused on pre-K to eighth grade students, which are consistent with the District's programs.

Category V users will be subject to both a custodial/maintenance and rental fee in accordance with the information listed below:

School Employee or Employee of Custodial Contractor

1. Maintenance: \$35.00/regular hour/employee; \$52.50 overtime hour/employee;
2. Contractor: \$20.00/regular hour/employee; \$30.00/overtime hour//employee;
3. If cleanup time requires additional help, a sufficient number of extra employees will be assigned;
4. The District shall assign more than one custodian or maintenance worker if it is deemed necessary.
5. There is a minimum two-hour call-in charge for workers when time is not on a regular workday. (Note – if called in twice such as the beginning of the day and again at the end of the day, two two-hour charges will be assessed for a total of four hours.

Facility RentalRental Fee

Classroom \$30.00 per hour

Any use of District equipment will be negotiated.

Athletic Facilities

Elementary Gym	\$40.00 per hour
Middle School large gym	\$45.00 per hour
Middle School small gym	\$40.00 per hour

Athletic Fields To be determined based on the field and event.

Cafeteria Facilities

Middle School dining area \$40.00 per hour

1. All charges reflect a one-hour minimum. A two-hour minimum will be charged for any use during a time that custodians are not regularly on duty.
2. All rental charges for use of facilities as indicated are in addition to custodial and maintenance fees.
3. Additional fees will be assessed or use may be denied, if the administration believes the user is likely to cause more than minimal wear and tear on the facilities, or require excessive clean-up.
4. Long-term arrangements are not covered by this schedule.

NOTE: A building use agreement may be voided if a violation occurs involving insufficient supervision for the size and age of the group, damage to the building or equipment, illegal parking on the school site, overstaying scheduled time use, or any behavior not consistent with the best interests of the School District.

CROSS REF: Policies 700:20 (Community Use of School Facilities) and 700:30 (Visitors and Conduct on School Property); Regulation 700:30-R; Forms 700:20-E1, 700:20-E2, 700:20-E3; and CCSD 89 Facility User Agreement

LEGAL REF: Boy Scouts of America Equal Access Act, 20 U.S.C. §7905.

10 ILCS 5/19-2.2

105 ILCS 5/10-20.40, 5/10-22.10, and 5/29-3.5.

Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001).

Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141 (1993).

Rosenberger v. Rector and Visitors of Univ. of Va., 515 U.S. 819 (1995).

REGULATION

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Board of Education, Glen Ellyn, Illinois