

8.11 COMMUNITY USE OF SCHOOL FACILITIES

The Board of Education subscribes to the philosophy that the public schools are owned and operated by and for its patrons and that the schools are an integral part of the community – in terms of intellectual and social expression and development. To this end, the Board of Education encourages the public use of school facilities. Authorization for the use of school facilities shall not be considered an endorsement of, or approval of, the activity, group or organization nor the purposes they represent.

The Board will permit the use of school facilities when such permission has been requested in writing by a responsible organization or a group of at least seven (7) citizens and has been approved by the Superintendent or designee.

All Franklin Local facilities are closed for all activities on Sundays, unless it is approved by the Superintendent or Assistant Superintendent.

In weighing competing interests for the use of facilities, the Board will give priority in the following order:

- A. Uses and groups directly related to the schools and the operations of the schools;
- B. Uses and organizations indirectly related to the schools including P.T.O.;
- C. Community organizations formed for charitable, civic, social, or educational purposes;
- D. Meetings of employee associations;
- E. Uses for the registration of voters and conduct of elections;
- F. Community church groups;
- G. Departments or agencies of the municipal government;
- H. Other governmental agencies.

Facilities shall also be made available to any certified candidate for public office and any recognized political party or organization for the purpose of conducting public discussions of public questions and issues. The facilities shall be free of charge and available only after regular school hours. Users shall abide by all District guidelines and rules regarding the use of District grounds and facilities and be liable for any damage incurred. Under no circumstances shall the grounds or facilities be used to raise funds for political purpose.

General Policy, Procedures, and Regulations

All applicants for the use of District facilities shall agree that the property shall not be used for any unlawful purpose and shall hold the Board of Education free and without harm, from any

loss, damage, liability or expense that may arise during, or caused in any way by, such use or occupancy of District facilities. In the event that property loss or damage is incurred during such use or occupancy of the District's facilities, the amount of damage shall be determined and a bill for damages presented to the group using or occupying the facilities during the time of the loss or damage.

It is agreed that, as a condition for using the property, the renter shall provide the Board of Education with evidence that there is general liability insurance, including contractual liability, in force that will apply to the renter's use of the property and will hold the Board of Education harmless. Minimum acceptable limits of liability shall be \$1,000,000.00 per occurrence. This requirement may be waived by the Superintendent.

All use of the District's facilities shall be free of obscene and controversial purposes. Should an objection be lodged against a specific use of District facilities by any group, 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 making the complaint. When such a complaint is lodged according to the procedures established above, the following will apply if considered to be an appropriate complaint by the Superintendent:

Use of the facilities by the applicant may be suspended temporarily to afford the Superintendent sufficient time to meet with the Board and all concerned parties. The applicant shall be duly notified in time to contact the members of the group regarding the temporary suspension of use and the pending meeting.

Within ten (10) days of temporary suspension, the Superintendent, the complainant, and the applicant shall meet at a specified time and location to determine the validity or nonvalidity of the complaint. The Superintendent shall be the deciding authority, and the Superintendent'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.

Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, for the housing, feeding, and care of victims or potential victims when requested by local, state, or federal authorities. The Superintendent should meet with the American Red Cross to establish a disaster preparedness plan in order to ensure that proper procedures are established to minimize confusion, inefficiency, and disruption of the educational program.

The use of school equipment in conjunction with the use of school facilities must be specifically requested in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.

Rental Charges

Rental charges will be reviewed and approved annually by the Board of Education.

Revised 3/09

(FUF-2)

White Copy – Admin. Office

Facility Use Form

Yellow Copy – Principal

FRANKLIN LOCAL SCHOOL DISTRICT

Pink Copy - Applicant

FACILITY REQUESTED _____ DATE(S) REQUESTED _____

BEGINNING TIME _____ ENDING TIME _____ WHEN YOU NEED IN FACILITY _____

BRIEFLY DESCRIBE THE ACTIVITY _____

-

<i>PLEASE CHECK THE AREAS REQUESTED</i>	<i>HOURLY RENTAL</i>	<i>OFFICE USE</i>
() CLASSROOM	\$20.00	
() GYMNASIUM PJHS (upon approval)	\$100.00	
() GYMNASIUM PHS	\$50.00	
() GYMNASIUM (upon approval) DFE, RES, RMS	\$30.00	
() CAFETERIA FOR MEETINGS DFE, RES, RMS, PJH	\$20.00	
() CAFETERIA WITH KITCHEN FOR SERVING PURPOSES	\$20.00	
() CAFETERIA WITH KITCHEN AND COOKING	\$50.00	
() HIGH SCHOOL AUDITERIA	\$50.00	
() FOOTBALL FIELD LIGHTS	\$100 (no hourly)	
() FOOTBALL FIELD (no lights)	\$50.00 (per game)	
() SOCCER FIELD LIGHTS	\$100 (no hourly)	
() SOCCER FIELD (no lights)	\$50.00 (per game)	
() SOFTBALL FIELDS DFE, PJH (no charge for local teams)	\$50 per diamond per day	
() OTHER AREA _____	_____	
() EQUIPMENT REQUESTED AND/OR SPECIAL ARRANGEMENT _____	_____	

Facility use on Sunday requires the approval of the Superintendent or Assistant Superintendent.

(District facilities will not be made available to persons/organizations from outside the district except by approval of the Superintendent or his designee.)

Custodial OT is approximately \$25-\$30 per hour.

<p>Bill due within 10 days of receipt.</p> <p>Make check payable to:</p> <p>FRANKLIN LOCAL BOARD OF EDUCATION</p> <p>BOX 428</p> <p>DUNCAN FALLS, OHIO 43734</p>	<p>CHARGES: Facility Rental</p> <p>___ Hrs @ ___ Custodian _____</p> <p>___ Hrs @ ___ Custodian _____</p> <p>___ Hrs @ ___ Cook _____</p> <p>___ Damages _____</p> <p>TOTAL CHARGES _____</p>
--	---

Name of Responsible Applicant _____ Phone _____

Address _____

DATE OF APPLICATION _____ Administrative APPROVAL _____

See Provisions for facility use on reverse side of this form.

I have read the provisions and agreement on the reverse side of this form and agree to all provisions for the use of school facilities.

Applicant's Signature

FRANKLIN LOCAL FACILITY USE POLICY & PROVISIONS

POLICY

The statutes of Ohio provide that school facilities shall serve certain secondary purposes, namely the educational, recreational, and entertainment needs of the communities located within the school district. The main purpose is to serve the needs of school programs and priority will be given this type of use.

Board sponsored groups (activity clubs, PTO's etc.) will *not* be charged for use of facilities, but may be charged for custodian or cook services outside of the regularly scheduled shifts. When any other group or organization uses the facilities, they shall pay a rental fee plus the current wage for the required custodian services. Custodian time accumulates when the group requires his services during his regular schedule, or if he is required to be in the building additional time. A custodian (or other school employee) is required when the building is in use except with permission of the Superintendent. If a kitchen is to be used for food preparation, a cook must be scheduled and paid the current rate for all time needed. School facilities are not available for non school sponsored commercial, profit making purposes. Due to high costs of school owned equipment, the district may require an equipment rental fee or deny its use altogether to outside groups.

PROVISIONS for Use of School Facilities:

1. Application for facility use must be made to the building administrator at least one week prior to its scheduled use.
2. All activities must have adult (over 18 years of age) supervisors.
3. The activities shall be confined to the area(s) requested.
4. The area used shall be left in an orderly condition.
5. School equipment shall not be used unless authorized by the building administrator.
6. Proper gym shoes are to be used on gymnasium floors for athletic activities.
7. At the discretion of the administrator, police protection may be required for certain events.
8. No alcoholic beverages **or smoking** is permitted on school grounds
9. The applicant signing the FACILITY USE FORM assumes responsibility for paying all fees charged including any damages which may be caused by negligence or intent of persons using the facility for this activity.
- 10. Provide proof of liability insurance; minimum coverage of \$1,000,000 required.**

FACILITY USE AGREEMENT

By signing, the applicant and using organization agrees to indemnify and hold harmless the Franklin Local School District, the Franklin Local Board of Education, and its agents and employees from all liability claims, demands, damages or costs for, or arising out of school facility use, whether it be caused by negligence of the applicant or the Franklin Local Board of Education, or either party's agents or employees, or otherwise. (please sign on front)

Board Approved August 20, 2009

Updated 9/1/2009