

USE OF SCHOOL FACILITIES REGULATIONS

For the purposes of supporting Policy KF, the following group designations will be used to determine eligibility for use of school facilities and to set fees. Categorizing a group seeking use of school facilities into one of these designations will be the responsibility of the Superintendent/designee:

- A. Priority 1: A board-sanctioned student activity/group. These groups have been formally sanctioned/recognized by the Board and include school benefactors, groups that are intended to directly support school activities through donation of time and/or services. Examples include, but are not limited to P.T.A. and booster groups.
- B. Priority 2: Scarborough Community Services Sponsored Groups
- C. Priority 3: Scarborough Resident Activities/Groups/Clubs. Examples include, but are not limited to, scouting groups, Little League, etc.
- D. Priority 4: Non-Scarborough Resident Activities/Groups/Organizations. Any and all non-Scarborough resident activities, groups and organizations.

Administering Facility Rental Fees

- A. Reservation Forms for Use of Facilities will be made available in the Superintendent's office, each building administrative office, the Community Services office and the web sites of the Town of Scarborough and School Department.
- B. Priority 1 and 2 Groups/Activities: Will not be charged a rental fee, but may be charged other support services fees (e.g. site supervisor, food service and technical support, etc.).
- C. Priority 3 Groups/Activities: Will not be charged a rental fee for use of any school facility, but may be charged other support services fees (e.g. site supervisor, custodial, food service, technical support, etc.) per Board Policy KF.
- D. Priority 4 Groups/Activities: Will be charged rental fees for use of any school facility, and may be charged other support services fees (e.g. site supervisor, custodial, food service, technical support) per Board Policy KF.
- E. All fees are determined and detailed in Policy KF-P. Only the Board shall set rental and support services fees for school facilities.

Adopted: February 4, 1999

Revised: November 7, 2002
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July 19, 2012