

USE OF SCHOOL FACILITIES

FACILITIES AND USER/RENTAL FEES	HOURS AVAILABLE	DAYS AVAILABLE	MAX CAPACITY	PRIORITY 1	PRIORITY 2	PRIORITY 3	PRIORITY 4
TOWN HALL MUNICIPAL BUILDING							
CCA	8:00 am to 10:00 pm	M-F	75	No Fee	No Fee	No Fee	\$25 per hr
CCA	8:00 am to 10:00 pm	Weekends	75	No Fee	No Fee	No Fee	\$25 per hr
CCB	8:00 am to 10:00 pm	M-F	25	No Fee	No Fee	No Fee	\$25 per hr
CCB	8:00 am to 10:00 pm	Weekends	25	No Fee	No Fee	No Fee	\$25 per hr
TMCR	8:00 am to 10:00 pm	M-F	12	No Fee	No Fee	No Fee	\$25 per hr
TMCR	8:00 am to 10:00 pm	Weekends	12	No Fee	No Fee	No Fee	\$25 per hr
SCARBOROUGH HIGH SCHOOL							
**** = Depends on needs; must contact for availability.							
Auditorium/Entire Facility**** (If Winslow Homer Auditorium is rented, café can be rented for \$100 per day, by the same party.)	3:00 pm to 10:00 pm	M-F	730	No Fee	No Fee	No Fee	\$600 day / \$350 (4hrs or less)
Auditorium/Entire Facility**** (If Winslow Homer Auditorium is rented, café can be rented for \$100 per day, by the same party.)	7:00 am to 10:00 pm	Sat/Sun	730	No Fee	No Fee	No Fee	\$600 day / \$350 (4hrs or less)
Auditorium/Front Only w/Stage****	3:00 pm to 10:00 pm	M-F	418	No Fee	No Fee	No Fee	\$500 day / \$300 (4hrs or less)
Auditorium/Front Only w/Stage****	7:00 am to 10:00 pm	Sat/Sun	418	No Fee	No Fee	No Fee	\$500 day / \$300 (4hrs or less)
Auditorium/Rear Section Only****	3:00 pm to 10:00 pm	M-F	320	No Fee	No Fee	No Fee	\$150 day / \$100 (4hrs or less)
Auditorium/Rear Section Only****	7:00 am to 10:00 pm	Sat/Sun	320	No Fee	No Fee	No Fee	\$150 day / \$100 (4hrs or less)
F109 Band Room	3:00 pm to 10:00 pm	M-F		No Fee	No Fee	No Fee	\$50 per hr
F109 Band Room	7:00 am to 10:00 pm	Sat/Sun		No Fee	No Fee	No Fee	\$50 per hr
F103 Chorus Room	3:00 pm to 10:00 pm	M-F		No Fee	No Fee	No Fee	\$50 per hr
F103 Chorus Room	7:00 am to 10:00 pm	Sat/Sun		No Fee	No Fee	No Fee	\$50 per hr
Alumni Gym	3:00 pm to 10:00 pm	M-F	2,130	No Fee	No Fee	No Fee	\$250 per hr

FACILITIES AND USER/RENTAL FEES	HOURS AVAILABLE	DAYS AVAILABLE	MAX CAPACITY	PRIORITY 1	PRIORITY 2	PRIORITY 3	PRIORITY 4
Alumni Gym	7:00 am to 10:00 pm	Sat/Sun	2,130	No Fee	No Fee	No Fee	\$250 per hr
Plummer Gym	3:00 pm to 10:00 pm	M-F	1,410	No Fee	No Fee	No Fee	\$175 per hr
Plummer Gym	7:00 am to 10:00 pm	Sat/Sun	1,410	No Fee	No Fee	No Fee	\$175 per hr
Room G018	3:00 pm to 10:00 pm	M-F		No Fee	No Fee	No Fee	\$25 per hr
Room G018	7:00 am to 10:00 pm	Sat/Sun		No Fee	No Fee	No Fee	\$25 per hr
Cafeteria (If Winslow Homer Auditorium is also rented, café can be rented for \$100 per day, by the same party.)	3:00 pm to 10:00 pm	M-F	Café 572 Open Floor 1,226	No Fee	No Fee	No Fee	\$150 per hr
Cafeteria (If Winslow Homer Auditorium is also rented, café can be rented for \$100 per day, by the same party.)	7:00 am to 10:00 pm	Sat/Sun	Café 572 Open Floor 1,226	No Fee	No Fee	No Fee	\$150 per hr
SCARBOROUGH MIDDLE SCHOOL							
Gymnasium	3:00 pm to 10:00 pm	M-F	710	No Fee	No Fee	No Fee	\$200 per hr
Gymnasium	7:00 am to 10:00 pm	Sat/Sun	710	No Fee	No Fee	No Fee	\$200 per hr
Cafeteria	6:00 pm to 10:00 pm	M-F	Café 265 Open Floor 567	No Fee	No Fee	No Fee	\$100 per hr
Cafeteria	7:00 am to 10:00 pm	Sat/Sun	Café 265 Open Floor 567	No Fee	No Fee	No Fee	\$100 per hr
WENTWORTH INTERMEDIATE SCHOOL							
Gymnasium	3:00 pm to 10:00 pm	M-F		No Fee	No Fee	No Fee	\$150 per hr
Gymnasium	7:00 am to 10:00 pm	Sat/Sun		No Fee	No Fee	No Fee	\$150 per hr
Cafeteria	3:00 pm to 10:00 pm	M-F	Café 424 Open Floor 910	No Fee	No Fee	No Fee	\$100 per hr
Cafeteria	7:00 am to 10:00 pm	Sat/Sun	Café 424 Open Floor 910	No Fee	No Fee	No Fee	\$100 per hr
BLUE POINT SCHOOL EIGHT CORNERS SCHOOL PLEASANT HILL SCHOOL							
Multi-Purpose Room	6:00 pm to 10:00 pm	M-F		No Fee	No Fee	No Fee	\$100 per hr
Multi-Purpose Room	7:00 am to 10:00 pm	Sat/Sun		No Fee	No Fee	No Fee	\$100 per hr
SUPPORT SERVICES FEES ARE LISTED SEPARATELY - site supervisor, custodial, auditorium, etc.							

FACILITY and SUPPORT SERVICE	PRIORITY 1	PRIORITY 2	PRIORITY 3	PRIORITY 4
TOWN HALL MUNICIPAL BUILDING				
CCA Custodian / M-F / 8:00 am to 10:00 pm	No fee	No fee	No fee	No fee
CCA 8:00 am to 10:00 pm weekends	\$25/hr	\$25/hr	\$25/hr	\$25/hr
CCA Custodian / M-F / 8:00 am to 10:00 pm	No fee	No fee	No fee	No fee
CCA 8:00 am to 10:00 pm weekends	\$25/hr	\$25/hr	\$25/hr	\$25/hr
CCA Custodian / M-F / 8:00 am to 10:00 pm	No fee	No fee	No fee	No fee
CCA 8:00 am to 10:00 pm weekends	\$25/hr	\$25/hr	\$25/hr	\$25/hr
SCARBOROUGH HIGH SCHOOL				
Winslow Homer Auditorium, Gyms & Cafeteria - additional fees may include:				
Auditorium Manager	\$25/hr	\$25/hr	\$25/hr	\$25/hr
Basic Stage Lighting	\$20/hr	\$20/hr	\$20/hr	\$20/hr
Light/Sound Technician	\$20/pp per/hr	\$20/pp per/hr	\$20/pp per/hr	\$20/pp per/hr
Public Address System	\$20/hr	\$20/hr	\$20/hr	\$20/hr
Piano (One-time use, includes tuning.)	\$75	\$75	\$75	\$75
Piano (Additional performance per contract.)	\$15	\$15	\$15	\$15
Dressing Rooms	No fee	No fee	No fee	\$30/day
Locker Rooms	No fee	No fee	No fee	\$50/day/rm
Weight Room	No fee	No fee	No fee	\$50/day
ALL FACILITIES - CUSTODIAL AND FOOD SERVICE WORKER FEES				
Custodial Staff 3:00 pm to 10:00 pm / M-F	No fee	No fee	No fee	\$25/pp per hr
Custodial Staff 7:00 am to 10:00 pm / Sat/Sun	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr
Food Service Worker 3:00 pm to 10:00 pm / M-F	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr
Food Service Worker 7:00 am to 10:00 pm / Sat/Sun	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr	\$25/pp per hr
Site Supervisor: The Directors of Facilities and Community Services, reserve the right to assign a Site Supervisor to any and all events with a fee of \$25 per hour. All events must end by 10:00 pm.				
Custodial Services: Custodial services are charged at the rate of \$25.00 per custodian, per hour. Fees for services of one hour or less may be waived at the discretion of the Directors of Facilities and Community Services. Services may include set-up, break-down, cleaning, locking/unlocking doors and general maintenance. Custodial fees will accrue only for actual shift hours. All events must end by 10:00 pm.				
Food Services: A regular School Department food service worker shall be required when using any school kitchen facility and charged at a \$25 per worker, per hour. All events must end by 10:00 pm.				

Priority 1

Scarborough Public Schools Activities/Groups/Gym Dandies

Priority 2

Scarborough Community Services Division/Activities

Priority 3

Scarborough Resident Activities/Groups/Clubs

Priority 4

Non-Scarborough Resident Activities/Groups/Organizations

Adopted: February 4, 1999

Revised: November 7, 2002
February 7, 2008
July 19, 2012
March 6, 2014