

**Use of School Facilities and Equipment**  
Policy No. 902

**FEE SCHEDULES**

Please use [faribault.ce.eleyo.com](http://faribault.ce.eleyo.com) or call the Community Education Office at 507-333-6481 to request the following facilities.

**Kitchen Usage**

Whenever a school kitchen is used, a food service employee must be present during the use of the kitchen. All costs for food service staff shall be paid by the requestor. These charges shall be in addition to any charges for use of the facility.

**Additional District/Other Personnel**

Whenever a facility is rented outside scheduled custodial work hours, a school district custodian shall be employed at a minimum of two (2) hours. The cost for this additional custodial time shall be paid for by the requestor.

Groups hosting large events on non-school days may require additional security and will be billed for this additional security. They shall also provide their own supervision. The need for security and supervision will be determined when reviewing the rental agreement.

**Bruce Smith Complex**

Rental for the use of the football field will be \$400 for games that will utilize the lights and \$250 for games that do not need lights. Rental for postseason playoff games will be \$600 per game. Rental for the track is \$50/hour.

**Pool Usage**

Pool use will be determined by the Community Education Department. Community Education staff will consult with the Activities Office prior to approving the request. Community Education will determine the number of lifeguards needed for each event; groups are responsible for securing their own lifeguards. A copy of a current lifeguard certificate will be required to be on file with Community Education prior to booking an event (certificate must also include first aid, professional level CPR, and AED training).

**Auditorium and Black Box**

For rehearsals and performances in the Middle School or High School auditoriums that require the use of theatre lighting and performance sound systems, a District stage technician must be present. The District will charge groups for the additional services at an amount to cover all District costs, including any damages that occur.

<b>FACILITY RENTAL FEES</b>
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**All rentals are a minimum 2 hour charge. The following facility rental fees do not reflect custodial, security, food service staff, equipment or other charges. To get an estimate of those other charges, please contact Community Education at 507-333-6017.**

	Class I	Class II	Class III
<b>District Wide – All Buildings</b>			
Classroom	\$0	\$10/hour	\$20/hour
Media Center	\$0	\$10/hour	\$20/hour
Cafeteria	\$0	\$15/hour	\$25/hour
Elementary Gym	\$0	\$15/hour	\$25/hour
Middle School Gym	\$0	\$20/hour	\$30/hour
High School Gym	\$0	\$25/hour	\$35/hour
<b>Middle School</b>			
<i>No food or beverages allowed in auditorium</i>			
Auditorium - Performance	\$0	\$200/performance	\$400/performance
Auditorium - Rehearsal	\$0	\$35/rehearsal	\$55/rehearsal
Auditorium - Meeting	\$0	\$25/hour	\$35/hour
<b>High School</b>			
Student Center	\$0	\$15/hour	\$25/hour
Swimming Pool/ Locker Room	\$0	\$40/hour	\$75/hour
Wrestling Room	\$0	\$25/hour	\$35/hour
<i>No food or beverages allowed in auditorium</i>			
Auditorium - Performance	\$0	\$300/performance	\$500/performance
Auditorium - Rehearsal	\$0	\$40/rehearsal	\$60/rehearsal
Auditorium - Meeting	\$0	\$25/hour	\$35/hour
Black Box Theatre	\$0	\$20/hour	\$30/hour

\* Use of the Auditorium and/or Black Box for rehearsals and/or performances requires a prior meeting with Community Education staff and the School District Theater Director.

<b>EQUIPMENT RENTAL FEES</b>
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PLEASE NOTE - School equipment (i.e., athletic, audio-visual, etc.) may only be used on school district property. Special arrangements must be made to have trained personnel in charge. Equipment must be applied for at the same time the facility use and equipment rental request is placed.

**Audio-Visual Equipment**

1.	Amplifier/PA and one microphone	\$25.00
2.	Portable amplifier/PA system	\$25.00
3.	Additional PA microphone	\$15.00/each
4.	Television	\$20.00/each
5.	Overhead projector	\$20.00
6.	Tripod screen	\$15.00
7.	Video projector	\$75.00
8.	Auditorium screen	\$15.00

**Musical Equipment**

1.	Grand Piano (High School Auditorium only)	\$75.00 Plus Cost of Tuning
2.	Upright Piano (only if available at site)	\$50.00

**\*Tables and Chairs (Charges applied to class 2 and 3 only)**

1.	Tables	\$4.00/per table per day
2.	Tables brought from another site	\$6.50/per table per day
3.	Chairs	\$0.40/per chair per day
4.	Chairs brought from another site	\$0.75/per chair per day

*\*Chairs will be provided at no cost for all Faribault sports associations*

**Platforms and Risers**

1.	Platforms (4x8)	\$20.00/per platform per day
2.	Platforms brought from another site	\$35.00/per platform per day
3.	Choir Risers	\$20.00/per riser per day
4.	Choir Risers brought from another site	\$35.00/per riser per day

**Athletic Equipment**

Athletic equipment requests will be handled on an individual basis through Community Education and the Activities Director's offices.

<u>May 12, 1986</u> Date of Revision	<u>November 23, 1998</u> Date of Revision	<u>October 15, 2007</u> Date of Revision	<u>December 16, 2013</u> Date of Revision
<u>September 10, 1990</u> Date of Revision	<u>April 26, 1999</u> Date of Revision	<u>June 12, 2013</u> Date of Revision	_____ Date of Revision