

KF USE OF SCHOOL FACILITIES

Statement of Purpose:

The Minuteman Regional Vocational Technical School District School Committee wishes to make school facilities available to the community for educational, charitable, cultural, and civic events. Recognizing that those using our facilities will be of all ages and that our campus is an educational environment, our campus buildings, facilities, and resources may not be used by individuals or groups that advocate illegal activities, or that engage in sexually explicit, indecent, profane, or lewd conduct or speech. School facilities shall not be used in any manner nor for any purpose disruptive to the school environment. The Superintendent-Director (or designee) is the approving authority. Requests denied by the designee may be reconsidered by the Superintendent-Director.

The Minuteman Regional Vocational Technical School District (the District) and its associated programs shall have priority use in accordance with the Facilities Usage Guidelines.

Compliance:

Facilities Users must comply at all times with the District's Facilities Usage Guidelines. All Minuteman School Committee policies must be adhered to while on school property. The following policies including others provide key guidance to specific issues: ADC, ADD, EC, GBED, IMG, JICG, JICH, JICI. Facilities Users are responsible at all times for the observance of fire and safety requirements.

Facilities Users are restricted to the dates and hours approved and to the building area and facilities specified. Administration has the responsibility to prohibit or limit the use of any particular area.

Alcoholic Beverages:

In accordance with M.G.L. c.272, §40A, Whoever gives, sells, delivers or has in his possession any alcoholic beverage, except for medicinal purposes, in any public school building, or on any premises used for public school purposes and under the charge of a school committee or other public board or officer, shall be punished by imprisonment for not more than thirty days or by a fine of not more than one hundred dollars, or both; provided, however, that a school committee of a city, town or district may authorize a public or nonprofit organization using a public school building with its permission during non-school hours to possess and sell alcoholic beverages therein provided such nonprofit organization is properly licensed under the provisions of section fourteen of chapter one

ORIGINAL ADOPTION:

REVISION:

FIRST READING: 3/17/09; 2/28/22; 2/7/23

SECOND READING: 7/21/09; 3/15/22; 3/14/23

ADOPTION: 3/15/22; 3/14/23

REVIEW:

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

hundred and thirty-eight. Only the School Committee may authorize a public or nonprofit organization using a public school building during non-school hours to possess and sell alcoholic beverages therein, provided such organization must be properly licensed under

M.G.L. c.138. If a request for School Committee approval under c.272, §40A is made, the Superintendent must bring the applicant before the School Committee at least thirty days prior to the event. The School Committee will consider each request individually and may place conditions on their approval.

Recognizing that Minuteman is a career and technical high school training students in fields related to the hospitality industry, the School Committee will allow students to train by preparing food for adult events where alcohol may be served, but students will not serve alcohol at any event. In keeping with policy JICH, students will not consume, possess, buy or sell, or give away any beverage containing alcohol on school property, at any school function, or at any school-sponsored event. Students working at the events are vetted through the district's hiring process and are under the supervision of district staff.

Fee:

Use of school facilities will be subject to the rental fee schedules recommended by the Superintendent-Director.

Insurance:

Facilities Users shall provide a certificate of insurance as required in the Facilities Usage Guidelines. The insurance shall name the Minuteman Regional Vocational Technical School District as an additional insured.

Deposit:

A rental deposit is required once the Superintendent-Director or designee has approved the request. Only the Superintendent-Director can waive the deposit.

Damages and Losses:

The Facilities User is financially responsible for any damage to the facilities, furnishings, grounds, and/or equipment, including the costs of repair and/or replacement. The District is not responsible for any loss of or damage to persons, items, or materials brought to District facilities.

ORIGINAL ADOPTION:

REVISION:

FIRST READING: 3/17/09; 2/28/22; 2/7/23

SECOND READING: 7/21/09; 3/15/22; 3/14/23

ADOPTION: 3/15/22; 3/14/23

REVIEW:

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

Custodial Services:

Custodial services are required for all events in which school facilities will be utilized. A fee for District custodial services will be charged in accordance with the activity. No private third-party services may be used by any Facilities User. Facilities Users shall not alter any facilities or erect, install or otherwise place on or at such facilities any signage, equipment, or structures without prior approval from the Superintendent-Director. Equipment (school owned or other) may only be moved under the supervision of the custodian or person designated by the Superintendent-Director or designee.

Specialized Equipment:

Any use of a facility resource that involves specialized equipment such as the kitchen for food preparation; lighting and sound; exercise equipment in the gymnasiums; computers in the classrooms and laboratories, or shop areas etc., will require the employment of a district employee, trained on the specialized equipment and approved by the school administration. The district employee will instruct users as needed and oversee the use of equipment. Cost of the employment of the district employee will be in addition to any rental costs and may be in addition to any custodial services. Exceptions to these requirements are at the sole discretion of the Superintendent-Director.

Event Supervision:

The Facilities User is responsible for the active supervision, by a responsible adult, of those attending the event or participating in the Facilities User's activities.

Security:

Where required by the school administration, District policy, and/or state/local regulations, event security must be provided at the Facilities User's expense. The District shall determine if local police or Minuteman Regional Vocational Technical School District security (or both) will be required at the event.

Facilities Users are prohibited from subletting school facilities to another entity.

Cancellation:

The District reserves the right to terminate, cancel, or rescind permission to use school facilities at any time for any reason. The Superintendent-Director or designee has sole authority to determine whether the facilities should be closed for reasons of public safety, and any permission to use school

ORIGINAL ADOPTION:**REVISION:**

FIRST READING: 3/17/09; 2/28/22; 2/7/23

SECOND READING: 7/21/09; 3/15/22; 3/14/23

ADOPTION: 3/15/22; 3/14/23

REVIEW:

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

facilities for periods during which the school is closed for reasons of public safety are cancelled automatically.

In the event of cancellation, affected Facilities Users will be notified as soon as practicable. The District will use reasonable efforts to reschedule any canceled event to a mutually acceptable date. There shall be no claim or right to damage or compensation on account of any loss, damage, or expense whatsoever endured by the Facility User as a result of such cancellation.

CROSS REFS.: JICH
LEGAL REFS.: M.G.L. c.272, §40A,

ORIGINAL ADOPTION:

REVISION:

FIRST READING: 3/17/09; 2/28/22; 2/7/23

SECOND READING: 7/21/09; 3/15/22; 3/14/23

ADOPTION: 3/15/22; 3/14/23

REVIEW:

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT