

**LOWER MERION SCHOOL DISTRICT FACILITIES FEES, 2023-2024**

**There are two categories of fees: a Facilities Use Charge and a Charge for Support Staff.**

- The **Facilities Use Charge** is assessed based on the **CATEGORY OF USER** (see below). Facilities Use Charges are listed in **Table 1** below. The first value listed is for the base use (minimum) charge for four hours. The hourly rate is for use of the facility on the same day beyond four hours. “N/a” indicates the facility is not available at that location.
- The **Support Staff Charge** is assessed for custodial support for all Level D and E Users. It is assessed for Level C Users only under the conditions described below. Charges for additional Support Staff requirements, such as AV Technician, will be assessed on an “as needed” basis. The Director of Operations will make the final determination of what support staff is required based on the nature of the requested use. See Table 2 for Support Staff Charges.

**CATEGORIES OF USERS**

SEE QUICK REFERENCE GUIDE: SUMMARY OF FACILITY USERS

**Level A and B Users** – do not pay Facilities Use Charges or Support Staff Charges.

**Level C Users** – do not pay Facilities Use Charges and do not pay Support Staff Charges unless the District must incur additional costs, such as custodial overtime. Example: there is no charge for use of a gym on a weekday night when custodians are present in a school. However, the use of a gym during a time when custodians are not scheduled to work requires payment for custodial overtime. Level C users must pay for custodians when using Harriton or Lower Merion high schools on weekends. Level C Users must pay Support Staff Charges for an Operations Department Employee to be present during any use of an artificial turf field or track.

**Level D and E Users** – will pay the Facilities Use Charge plus applicable Support Staff Charges for custodians and other support personnel that may be required. **Artificial Turf fields/artificial surface tracks are not available to Level D and E Users.**

If a fee, admission, or other payment is collected at an event held for the purpose of fundraising in a LMSD facility, Level C, D, and E Users will be required to pay the Facility Use Charge set forth in Table 1 below.

**\*\*The Schedule of Fees (Tables 1 and 2) will be updated annually and posted on the District’s website.**

Attachment C – Charges for Facilities Use

**TABLE 1: FACILITIES USE CHARGE (4-HOUR MINIMUM)**

LOCATION	Auditorium (4 hours)	Auditorium (hourly, beyond min. 4 hrs.)	Gym (4 hours)	Gym (hourly, beyond min. 4 hrs.)	Cafeteria (4 hours)	Cafeteria (hourly, beyond min. 4 hrs.)	Classroom (4 hours)	Classroom (hourly, beyond min. 4 hrs.)
Lower Merion HS	\$1380 (capacity 850)	\$345	\$925	\$232	\$840	\$210	\$160	\$40
Harriton HS	\$1380 (capacity 850)	\$345	\$925	\$232	\$840	\$210	\$160	\$40
Black Rock MS	\$1380 (capacity 600)	\$345	\$925	\$232	\$840	\$210	\$160	\$40
Bala Cynwyd MS	\$1225 (capacity 950)	\$307	\$900	\$225	\$800	\$200	\$160	\$40
Welsh Valley MS	\$1060 (capacity 732)	\$265	\$900	\$225	\$800	\$200	\$160	\$40
Belmont Hills ES	n/a	n/a	\$475	\$119	\$475 (\$575 if using stage)	\$119 (\$144)	\$160	\$40
Cynwyd ES	n/a	n/a	\$475 (\$575 if using stage)	\$119 (\$144)	\$475	\$119	\$160	\$40
Gladwyne ES	\$640 (capacity 500)	\$160	\$475	\$119	\$475	\$119	\$160	\$40
Merion ES	\$475 (no fixed seating)	\$119	\$475	\$119	\$475	\$119	\$160	\$40
Penn Valley ES	\$640 (capacity 460)	\$160	\$475	\$119	\$475	\$119	\$160	\$40
Penn Wynne ES	n/a	n/a	\$475	\$119	\$475 (\$575 if using stage)	\$119 (\$144)	\$160	\$40

OTHER FACILITY	Base Use (4 hours)	Hourly Rate (beyond min. 4 hours)
Multi-Purpose Natural Grass Sports Field	\$600	\$150
Softball or Baseball Field	\$800	\$200
Tennis Court	\$600	\$150
Cinder Track	\$200	\$50

**TABLE 2: SUPPORT STAFF CHARGES (HOURLY RATES FOR SUPPORT STAFF)**

Employee Category	Hourly Rate	Notes
Operations Dept. Employee to be Present During Use of an Artificial Turf Field or Artificial Surface Track	\$80.05	Per hour, minimum 4 hours
Custodians	\$82.15	Per hour, minimum 4 hours
Grounds Employees	\$78.00	Per hour, minimum 4 hours
Skilled Building Craftsman (electrician, carpenter, HVAC tech)	\$90.40	Per hour, minimum 4 hours
AV Technician	\$112.95	Per hour, minimum 4 hours
Nutritional Services Employee	\$65.05	Per hour, minimum 4 hours