

Community Use of School Facilities

PRIMARY PURPOSE

School facilities are for the primary purpose of meeting the educational needs of school-age youth in the District. However, with reasonable policies and procedures, the school can assist the community in meeting social, civic, recreational, and cultural needs by effective utilization of school facilities.

PRIORITY	EXAMPLES OF GROUPS	APPROVAL	SCHEDULING	FEES CHARGED	PROOF OF LIABILITY INSURANCE
I - School Groups <i>(Presence of school custodian or other employee approved by the Principal required)</i>	Educational programs that are an outgrowth of classroom instruction including, but not limited to, science fairs, plays, exhibits, and concerts.	Principal	Principal	Waived, if approved by Principal and supervised by school personnel.	None required.
II - School-Related Groups <i>(Presence of school custodian or other employee approved by the Principal required)</i>	District Adult/Community education programs; Parent-Teacher Association/Organization; Booster Groups—academic, athletic, and band	Principal	Principal	Waived, if approved by Principal and supervised by school personnel.	For all activities. NOTE: All external support/booster organizations are required to carry separate insurance for general liability with appropriate coverage to operate their organization. (<u>Accounting Procedures for Kentucky School Activity Funds</u>).
III – Community Interest Groups <i>(Presence of school custodian or other employee approved by the Principal required)</i>	Civic clubs, Industrial groups, Church groups, Homemakers, Farm Bureau, Historical Society, etc.	Board	Principal	Any and all expenses, including custodial and food service fees, or as designated in contract.	As specified in the contract. Organizations will be required to sign a release and indemnity agreement relieving the Board of any liability in accordance with Board Policy 05.3.

Community Use of School Facilities

PRIORITY	EXAMPLES OF GROUPS	APPROVAL	SCHEDULING	FEES CHARGED	PROOF OF LIABILITY INSURANCE
IV – Meeting of General Public <i>(Presence of school custodian or other employee approved by the Principal required.)</i>	General meeting of various community groups including, but not limited to, political parties.	Board	Principal	Any and all expenses, including custodial and food service fees, or as designated in contract.	As specified in the contract. Organizations will be required to sign a release and indemnity agreement relieving the Board of any liability in accordance with Board Policy 05.3.
V – For-Profit Meetings <i>(Presence of school custodian or other employee approved by the Principal required.)</i>	Meetings of various groups including, but not limited to, AAU Meets.	Board	Principal	Any and all expenses, including custodial and food service fees, or as designated in contract.	As specified in the contract. Organizations will be required to sign a release and indemnity agreement relieving the Board of any liability in accordance with Board Policy 05.3.

FOOD SERVICE

Eligible groups may contract for meals to be served in the dining areas. Use of kitchen equipment requires the presence of a school food service employee.

PUBLIC ELECTIONS

School facilities may be used for public elections without charge as required by [KRS 117.065\(2\)](#).

SPECIAL/EMERGENCY USE

Special/emergency use of facilities may be approved by the Superintendent with explanation made to the Board at its next regular meeting. School facilities may also be used as emergency shelters in case of community-wide disasters as determined by the County Disaster Relief Services. Subsequent to any special/emergency use of a facility, the Board shall be reimbursed or compensated for any costs, losses, or damage to facilities. Any organization or entity requesting the emergency use of school property is assumed to have accepted this provision as a precondition of making the request.

RELATED POLICIES:

05.3; 05.31; 10.3

Review/Revised:11/15/2021