

SUBJECT: USE OF SCHOOL FACILITIES, MATERIALS AND EQUIPMENT**School Facilities**

It is the policy of the Board that community groups shall be permitted and encouraged to use school facilities for purposes in accordance with established administrative regulations and procedures. This is meant to include those uses by New York State law. Groups wishing to use the school facilities must secure written permission from the Board of Education or its designee and abide by the rules and regulations established for such use.

The District reserves the right to charge a fee for the use of its facilities in a manner consistent with law, and on terms specified in regulation or by agreement with such organizations.

Use of the Hamilton Field Sports Complex - All Weather Track

Community residents are permitted to use the all-weather track for running, jogging, and walking. Residents are to follow the Hamilton Field Sports Complex rules that are prominently displayed on the fences. The facility will be closed for community use between the hours of sunset to sunrise. Residents are not permitted to use the track during any interscholastic competition scheduled for the Hamilton Field Sports Complex. The District reserves the right to change the hours of access for community use of the track.

Community Groups Use of the Hamilton Field Sports Complex - Synthetic Turf Field

Use of the Hamilton Fields Sports Complex requires additional measures of management, security, supervision, and maintenance. All groups must follow the regulations set forth in this policy. Representative of the community groups are responsible for assuring that all participants follow the Hamilton Field Sports Complex rules that are prominently displayed on the fences. Community organizations outside-of-the-District shall pay a different fee than local community youth groups. A separate fee structure shall exist for Sectional and league use. Use of the lights, scoreboard, press box and concession stand requires District personnel to be present. Therefore, an additional cost will be added to the fee for field use.

The approval for community groups to use the Hamilton Field Sports Complex must take into consideration the ability of the District to provide appropriate personnel to be on site for scheduled activities. The availability of District personnel is an important factor in the decision-making process.

(Continued)

**SUBJECT: USE OF SCHOOL FACILITIES, MATERIALS AND EQUIPMENT
(Cont'd.)**

Materials and Equipment

Except when used in connection with or rented under provisions of Education Law Section 414, school-owned materials or equipment may be used for school related purposes only. Private and/or personal use of school-owned materials and equipment is strictly prohibited. The loan of equipment and materials for public purposes that serve the welfare of the community is allowed, as long as the equipment is not needed at that time for school purposes and that the proposed use will not disrupt normal school operations.

The Board will permit school materials and equipment to be loaned to staff members when such use is directly or peripherally related to their employment and to students when the material and equipment is to be used in connection with their studies or extracurricular activities. Community members will be allowed to use school-owned materials and equipment only for educational purposes that relate to school operations. The Board will also allow the loan of equipment to local governments and other entities that benefit the welfare of the surrounding community. The Board supports such inter-municipal cooperation as it saves taxpayer monies and is a more efficient use of scarce or costly equipment and resources.

The District will develop administrative regulations to assure that use of school-owned materials and/or equipment complies with the letter and spirit of this policy, including a description of the respective rights and responsibilities of the School District/lender and borrower in relation to such materials and equipment.

Education Law Section 414
NY Constitution Article 8

NOTE: Refer also to Policies #3281 – Use of Facilities by the Boy Scouts of America and Patriotic

Youth Groups

#3410 -- Code of Conduct on School Property

#5640 -- Smoking/Tobacco Use

#7320 -- Alcohol, Tobacco, Drugs and Other Substances
(Students)

#7410 – Extracurricular Activities

District Code of Conduct on School Property

Adopted: 1/28/14