

Use of Facilities Fees

Board Approved: 5/11/23 (Revised 9/21/23)
2023-2024 School Year

Rental fees for spaces noted below are in addition to any personnel fees.
All rates per hour unless otherwise noted.

<u>High School</u>	Tier 1	Tier 2	Tier 3	Tier 4
Auditorium				
Space Only (no projector, sound, or lighting)	\$0	\$0	\$0	\$100
Per Hour	\$0	\$50	\$75	\$100
Rehearsal Fee	\$0	\$250	\$250	\$500
Cancellation Fee (48 hours minimum notice)	\$0	\$250	\$250	\$250
Commons	\$0	\$0	\$0	\$125
Senior Section Only	\$0	\$0	\$0	\$50
Gymnasium	\$0	\$0	\$0	\$225
Auxiliary Gymnasium	\$0	\$0	\$0	\$120
Wrestling Room	\$0	\$0	\$0	\$100
Library	\$0	\$0	\$0	\$125
Dance Studio	\$0	\$0	\$0	\$100
Classroom	\$0	\$0	\$0	\$50

*Note: classroom use is without any technology. All technology requests will require a special technician.

<u>Middle School</u>	Tier 1	Tier 2	Tier 3	Tier 4
Auditorium				
Space Only (no projector, sound, or lighting)	\$0	\$0	\$0	\$100
Per Hour	\$0	\$50	\$75	\$100
Rehearsal Fee	\$0	\$250	\$250	\$500
Cancellation Fee (48 hours minimum notice)	\$0	\$250	\$250	\$250
Gymnasium	\$0	\$0	\$0	\$175
Cafeteria	\$0	\$0	\$0	\$125
Classroom	\$0	\$0	\$0	\$50

*Note: classroom use is without any technology. All technology requests will require a special technician.

<u>Elementary Schools</u>	Tier 1	Tier 2	Tier 3	Tier 4
Cafeteria	\$0	\$0	\$0	\$100
Gymnasium	\$0	\$0	\$0	\$125
Classroom	\$0	\$0	\$0	\$50

*Note: classroom use is without any technology. All technology requests will require a special technician.

<u>Athletic Fields & Facilities</u>	Tier 1	Tier 2	Tier 3	Tier 4
Bauer Field & Track	\$0	\$0	\$0	\$200
With Lights	\$0	\$0	\$0	\$250
DaSilva Field	\$0	\$0	\$0	\$150
With Lights	\$0	\$0	\$0	\$175
Concession Stand^	\$0	\$0	\$0	\$75
Bathrooms (outside)	\$0	\$0	\$0	\$100
Grass Fields	\$0	\$0	\$0	\$100
Grass Field Striping	\$0	\$200.00 per event	\$200.00 per event	\$200.00 per event
Athletic and Wellness Center	\$0			
Gymnasium	\$0	\$0	\$0	\$175
Concession Stand^	\$0	\$0	\$0	\$100
Bathrooms (outside)	\$0	\$0	\$0	\$100
<u>Personnel Fees*</u>				
All organizations will be charged the cost of any personnel working specifically for that event or required as outlined in this Policy. Costs will be charged as follows:				
Custodians	\$55 per hour per employee			
Maintenance/Grounds	\$75 per hour per employee			
Special Technicians	\$65 per hour per employee			
Computer Technicians	\$65 per hour per employee			
Security	\$50 per hour per employee			
Food Service	\$40 per hour per employee			
Cancellation and Other Charges				
<i>Non-Occupied Fee (tiers 2-4 only):</i> Any time a building would not otherwise be occupied by the district (e.g. weekends where no custodian is ordinarily scheduled), there will be a \$50 per hour fee for use of the building (per building), in addition to personnel costs.				
<i>Cancellation/No-Show Fees:</i> For any booking, if an organization fails to show or cancels with less than seven days' notice, a fee shall be assessed equal to 50% of the booking, or for no-charge bookings, \$100 per event. Any personnel costs incurred by the district will also be charged at 100%. The School Business Administrator shall have sole authority to waive these fees for good cause in accordance with regulations he may develop.				
Transportation Rates				
*Rates are for extra-curricular or non-district use. Use of buses must be consistent with applicable NJ statutes and regulations \$50 per hour (paid drivers) \$25 per hour (unpaid drivers)				

* Overtime rates may apply. The School Business Administrator shall have sole authority to determine the number of district personnel needed. *The district reserves the right to*

require additional personnel for any event. All spaces, regardless of rental fees, may require cleaning or special fees depending on the expenditure of time from district personnel in readying or cleaning the space.

^ Concession Stands have specific rules and requirements and may require cleaning fees for all tiers depending on the nature of the use.

Tier 1: district organizations (room fees for fundraisers only); Randolph-affiliated parent and booster organizations.

Tier 2: Randolph governmental agencies; Randolph-affiliated non-profit and community organizations; Randolph-affiliated religious groups.

Tier 3: non-Randolph affiliated governmental agencies; non-Randolph affiliated non-profit and community organizations; non-Randolph religious groups.

Tier 4: for-profit groups and any individual or group not in tier 1 or 2.