

# Rogue River School District 35

Code: **KG-AR**  
Revised/Reviewed: 7/10/90; 9/09; 9/18/18  
Orig. Code(s): KG-AR

## Community Use of District Facilities (Procedure and Fee Schedule)

Recognizing that the district has a multimillion-dollar investment in its buildings that must be protected and recognizing that certain nonschool activities allow maximum community benefit, the following fee schedule, as amended from time-to-time, shall be in effect:

### 1. Damage/Cleaning Deposit Schedule

- a. The following damage/cleaning deposits shall be required for **Youth Groups - Nonschool Activities**.

|     | Area                                    | Deposit<br>Single Use | Amount<br>Multiple Use |
|-----|-----------------------------------------|-----------------------|------------------------|
| (1) | Gymnasium                               | \$50                  | \$250                  |
| (2) | Kitchens                                | \$50                  | \$250                  |
| (3) | Cafeterias                              | \$50                  | \$250                  |
| (4) | Classrooms                              | \$50                  | \$250                  |
| (5) | Auditorium                              | \$50                  | \$250                  |
| (6) | Fields (softball/baseball/soccer/track) | \$50                  | \$250                  |
| (7) | High School Commons                     | \$50                  | \$250                  |
| (8) | Libraries                               | \$50                  | \$250                  |
| (9) | Music Rooms                             | \$50                  | \$250                  |

- b. The following damage/cleaning deposits shall be required for **Adult Groups - Nonschool Activities** in buildings and on grounds.

|     | Area                                    | Deposit<br>Single Use | Amount<br>Multiple Use |
|-----|-----------------------------------------|-----------------------|------------------------|
| (1) | Gymnasium                               | \$100                 | \$250                  |
| (2) | Kitchens                                | \$100                 | \$250                  |
| (3) | Cafeterias                              | \$100                 | \$250                  |
| (4) | Classrooms                              | \$100                 | \$65                   |
| (5) | Auditorium                              | \$100                 | \$250                  |
| (6) | Fields (softball/baseball/soccer/track) | \$100                 | \$250                  |
| (7) | High School Commons                     | \$100                 | \$250                  |
| (8) | Libraries                               | \$100                 | \$250                  |
| (9) | Music Rooms                             | \$100                 | \$250                  |

These deposits are not to be construed as a rental charge. The deposits are a security deposit. All charges for damages and cleaning required after the use by a group or individual shall be assessed against the user's deposit if not included in normal district maintenance. When a user's deposit is exhausted, a new deposit shall be required before continuing use. In the event a user's deposit is exhausted within a term of receipt, the Board or its delegate may require a deposit two times the previous amount. In the event that the deposit is not used, it will be returned to the user.

- c. If field conditions are such that continued use would cause excessive damage or endanger the welfare of the participants, the site administrator will determine continued use and alternative fields will be selected.

## 2. Rental Fee Schedule

- a. In addition to the required deposit, the following rental fees shall be required for **Youth Groups - Nonschool Activities**.

|     | Area                                    | Deposit<br>Single Use | Amount<br>Multiple Use |
|-----|-----------------------------------------|-----------------------|------------------------|
| (1) | Gymnasium                               | \$25                  | 250.00                 |
| (2) | Kitchens                                | \$25 each use         | 250.00                 |
| (3) | Cafeterias                              | \$25                  | 250.00                 |
| (4) | Classrooms                              | \$25                  | 250.00                 |
| (5) | Fields (softball/baseball/soccer/track) | \$50                  | 500.00                 |
| (6) | High School Commons                     | \$25                  | 250.00                 |
| (7) | Libraries                               | \$25                  | 250.00                 |
| (8) | Music Rooms                             | \$25                  | 250.00                 |

- b. The following rental fees shall be required for **Adult Nonschool Activities** (for building use only).

|     | Area                | Deposit<br>Single Use | Amount<br>Multiple Use |
|-----|---------------------|-----------------------|------------------------|
| (1) | Gymnasium           | \$50                  | \$500                  |
| (2) | Kitchens            | \$50 each use         | \$500                  |
| (3) | Cafeterias          | \$50                  | \$500                  |
| (4) | Classrooms          | \$50                  | \$500                  |
| (5) | Auditorium          | \$50                  | \$500                  |
| (6) | High School Commons | \$50                  | \$500                  |
| (7) | Libraries           | \$50                  | \$500                  |
| (8) | Music Rooms         | \$50                  | \$500                  |
| (9) | Athletic Fields     | \$75                  | \$750                  |

3. Minimum two hour custodial overtime costs will be added to rental fee for access and cleaning. If neither a school custodian nor other staff member is available, the organization will be declined a Building Use Request form.
4. Payment (deposit/rent) to the district must be submitted along with the Building Use Request form.
5. The Board or its delegate may require additional deposits or charges for special requests not covered by the policy.
6. All fees and assessment shall be deposited to the district office and shall be used for the facility's operational costs.
7. The Board or its delegate retains the right to deny anyone further use due to security breach, damage to facilities or other improper action. Problems with users' groups (e.g., damages) will be documented and may preclude future use.
8. Rental fees may be waived in lieu of in-kind contributions or field maintenance as determined by the site administrator and maintenance supervisor.
9. Definitions

|    | <b>Area</b>                                                                                                                           |
|----|---------------------------------------------------------------------------------------------------------------------------------------|
| a. | Youth-related school activities (e.g., school athletics, clubs)                                                                       |
| b. | Youth-related nonschool activities (e.g., Little League, 4-H, Scouts, Campfire Girls)                                                 |
| c. | Adult-related school activities (e.g., community school activities, Booster Club)                                                     |
| d. | Adult-related nonschool activities - buildings only (e.g., church groups, fraternal organizations, commercial groups, social, alumni) |
| e. | Adult-related nonschool activities - grounds only (e.g., adult softball, volleyball)                                                  |