USE OF SCHOOL FACILITIES

Article 9, Section 414 of the New York State Consolidated Laws gives a school board the authority to adopt reasonable regulations with regard to granting the use of school buildings and facilities. It is the intent of the Board of Education to ensure that District facilities are preserved for the primary purpose of educating students, and to allow the use of District facilities by not-for-profit Brentwood community-based organizations, when such use will not interfere with this primary purpose. The District's union organizations (BTA, BPSO, BCA, Local 237, BNPA and CSEA) as per stipulations set forth in their individual collective bargaining agreements (CBA) shall have the right, with prior approval, to use school facilities to hold union meetings, provided that such use shall not interfere with school programs. No other association or organization has the right to use a school building without receiving permission as prescribed by the regulations of the Board of Education.

In addition, Education Law provides that a school district may create a schedule of fees to charge outside groups for the cost of maintaining its facility or property (i.e., heat, electricity, custodian/maintenance costs, security, etc.). In that regard the Board of Education has developed in this policy the terms concerning the use of a school building and/or grounds, the procedures on how to apply for use, and any rental fee sufficient to cover the expenses resulting from the prescribed use.

With the advent of heightened awareness for increased health, safety and security, the Brentwood Union Free School District's, Board of Education carefully developed this Use of School Facilities Policy. This policy and regulation address these issues and more clearly defines the usage of school buildings and grounds by outside groups. The policy ensures that not-for-profit Brentwood community-based organizations have equitable opportunities to use District facilities throughout the school year.

In summary, the Board of Education encourages the use of District buildings and grounds as community centers for legitimate and appropriate activities by not-for-profit Brentwood community-based organizations. Any questions regarding this policy and the use of the District's facilities will be clarified at the time the application is filed with the Buildings and Grounds Department.

Enclosures:
- **F1: USE OF SCHOOL FACILITIES APPLICATION**
- **F2: SCHEDULE OF FEES FOR BUILDING AND FIELD USAGE**
- **F3: ORGANIZATION'S ROSTER**
- **F4: HOLD HARMLESS AGREEMENT**
- **F5: DISTRICT'S CODE OF CONDUCT SUMMARY**
- **F6: AED LOCATION LIST**

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