



**Contact:**

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TO: Board of Directors

FROM: Ruth Floyd, Executive Director of Business Services

SUBJECT: First Reading - Revised Policy 4260 Use of School Facilities

DATE: August 19, 2025

TYPE: Board Discussion

This is the first reading of revised Policy 4260 Use of School Facilities. This policy adds anti-discrimination and concussion compliance language. It also clarifies that Group II is for nonprofit groups serving youth that have no selection criteria (i.e., recreational sports), and Group III is for nonprofit groups serving youth with selection criteria (i.e., select sports). We have removed the criteria that 80% of the youth must be local to the Stanwood-Camano School District area as this is difficult for staff to confirm and monitor.

A second reading will occur at the September 2, 2025, board meeting. If you have any questions regarding the policy, please contact me.

Every student is empowered to learn in an inclusive setting  
and is prepared for the future of their choice

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## USE OF SCHOOL FACILITIES

The board ~~subscribes to the belief~~ **believes** that public schools are owned and operated by and for ~~its patrons~~ **the community**. -The public is encouraged to use school facilities but ~~shall~~ **will** be expected to reimburse the district for such use to ~~insure~~ **ensure** that funds intended for education are not used for other purposes. -On recommendation of the superintendent, the board ~~shall~~ **will** set the rental rates schedule.

The superintendent is authorized to establish procedures for posting of signage and use of school facilities, including rental rates, supervisory requirements, restrictions, and security. -Those using school facilities ~~shall~~ **will** maintain insurance for accidents and liability covering persons using the district's facilities under the sponsorship of the organization.

**The district does not discriminate based on race, ethnicity, creed, religion, color, national origin, age, honorably-discharged veteran or military status, sex, sexual orientation, gender expression, gender identity, homelessness, immigration or citizenship status, marital status, the presence of any sensory, mental or physical disability, neurodivergence, or the use of a trained dog guide or service animal by a person with a disability and provides equal access to Boy Scouts of America and other designated youth groups.**

**Community athletics programs that use district facilities will not discriminate against any person on the basis of sex in the operation, conduct or administration of their programs. The district will provide notice of the district's nondiscrimination policy to all third parties using district facilities.**

**District-sponsored activities, including curricular and co-curricular functions, retain first priority in use of facilities. Authorization for use of school facilities will not be considered as endorsement or approval of the activity, group or organization.**

**Youth organizations engaged in sports activities and using school facilities must provide a statement of compliance for the management of concussion and head injury in youth sports as required by RCW 28A.600**

For rental rate purposes, organizations seeking the use of school facilities have been divided into four categories:

### **Group I - District Sponsored Events and School Partner Non-Profit Groups -**

District sponsored events occurring outside the normal school day and non-profit groups partnered with the Stanwood-Camano School District whose purpose is to support the mission of the Stanwood-Camano School District, i.e., PTA's, **PTO's and** Booster Clubs, ~~and Patrons of Academic Learning (PALS)~~, no facility fee shall be charged. -Under certain circumstances involving significant use of utilities (such as weekends), excessive clean-up, or extensive use of the stadium lighting as determined by the district, the district reserves the right to assess fees according to the established fees.

### **Group II - Non-Pprofit Groups Serving Youth with No Selection Criteria, Non-Pprofit Organizations Conducting Community Education or Community Service, and Public Entities -**

Non-profit groups serving youth must have open enrollment and open participation of all ability levels, ~~with at least 80% of the youth living within the boundaries of Stanwood-Camano School District, i.e., scouting organizations~~ **Examples include Scouts, Campfire**, 4-H groups, SCJAA, recreational soccer leagues, recreational little leagues, etc. -Special events (beyond regular league play) charging donations, entry fees, admission fees, etc. may be charged Group III user fees at the discretion of the district. -This does not apply to the sale of concessions.

Non-profit **G**roups **and organizations may** ~~includes those organizations which might wish to~~ use school facilities for lectures, promotional activities, rallies, entertainment, college courses, or other activities for

which public halls or commercial facilities generally are rented or owned. -The district ~~shall~~ **may** charge a rental rate in excess of costs incurred, except that such excess charges may be waived when a service club or other non-profit group is raising funds for charitable purposes. ~~To be granted this exception, the charitable organization must be recognized by the Philanthropic Division of the Better Business Bureau.~~ Professional fund raisers representing charities must provide evidence that they are registered and bonded by the state of Washington. -Such fund-raisers must provide evidence that the charity will receive at least sixty (60) percent of the gross revenues received from the public prior to approval to use the facilities.

**Similar treatment may be granted for public universities and colleges when offering college courses within the community or when any university/college is offering a course for staff at the request of the district.** ~~When any university/college is offering a course for staff at the request of the district the rental fee will be waived.~~

**Group III - ~~Select Non-P~~rofit Groups Serving Youth with Selection Criteria, Other Non-Profit Organizations, and Individual Users -**

Non-profit groups serving youth ~~who that~~ do not have open participation of all ability levels. ~~with at least 80% of the youth living within the boundaries of the Stanwood-Camano School District, i.e.,~~ **Examples include** AAU, SWISH, select soccer clubs, ~~etc.~~ and all other non-profit **groups** and individual users. ~~groups i.e.,~~ **Churches**, craft shows, meeting space, adult sports, etc., **are also included in this Group.** -Nonprofit groups of the kind that in most communities have their own facilities (churches, lodges, veterans groups, granges, etc.) ~~who that~~ wish to use district facilities on a regular, but temporary, basis may do so under this rental rate, but for no more than two years and may not average more than twelve hours of use per week.

**Group IV - Commercial Enterprises** or For-Profit Organizations -

~~Includes all commercial and/or for profit promotional activities i.e., daycares. When 100% of profits go back to the school district Group I rates will apply.~~ Commercial Enterprises includes profit-making organizations and business-related enterprises (**including daycares**). -While the district would prefer these organizations use commercial or private facilities, facilities may be rented for non-regular use per the district's fee schedule.

~~District sponsored activities, including curricular and co-curricular functions, retain first priority in use of facilities. Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity group or organization nor for the purposes it represents.~~

**Cross References: 3422 - Student Sports - Concussion, Head Injury and Sudden Cardiac Arrest**  
**6815 - Advertising on District Property**

Legal References:	<del>Chapter 316, Laws of 1999 - School district facilities - Liability immunity</del>
	<b><u>RCW 4.24.660</u></b> <b><u>Liability of school districts under contracts with youth programs</u></b>
	<b><u>RCW 28A.230.180</u></b> <b><u>Access to campus and student information directories by official recruiting representatives - Informing students of educational and career opportunities.</u></b>
	<b><u>RCW 28A.320.510</u></b> Night schools, summer schools, meetings, use of facilities for
	<b><u>RCW 28A.335.150</u></b> Permitting use and rental of playgrounds, athletic fields, or athletic facilities
	<b><u>RCW 28A.335.155</u></b> <b><u>Use of buildings for youth programs - Limited immunity</u></b>
	<b><u>RCW 28A.600.190</u></b> <b><u>Youth sports - Concussion and head injury guidelines</u></b>
	<b><u>20 USC Sec. 7905</u></b> <b><u>Boy Scouts of America Equal Access Act</u></b>

34 CFR Sec. 108.6

**Equal Access to Public School Facilities for the Boy  
Scouts of America and Other Designated Youth  
Groups**

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AGO 1973 No. 26

Initiative No. 276--School districts --\_Use of school  
facilities for presentation of programs --\_Legislature --\_  
Elections

**Adoption Date: 4.17.01**  
**Stanwood-Camano School District**  
**Revised: 06.03.03, 06.07.05, 6.19.07**