USE OF SCHOOL FACILITIES

In the belief that the schools should be considered a part of the Cashmere community, it is the policy of this school district to make facilities available for Cashmere community use, under necessary regulations, when such use is not in conflict with school operations.

The public is encouraged to use school facilities, but will be expected to reimburse the district for such use to ensure that funds intended for education are not used for other purposes. On recommendation of the superintendent, the board will set the rental rates schedule.

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

The district does not discriminate based on race, 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 copies of the district's nondiscrimination policy to all third parties using district facilities.

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

School or Child-Related Groups or Other Government Agencies
School or Child-related Groups or Other Government Agencies include those organizations whose main purpose is to promote the welfare of students, or to provide members of the community access to government programs or opportunities for civic participation. Examples are: Scouts, Campfire, PTA, 4-H, city or county sponsored recreation groups, polling places, political caucuses and governmental groups. The district will provide official recruiting representatives of the state and United States military forces, Job Corps, Peace Corps and AmeriCorps with access to school facilities (including number of days and type of presentation space) equal to and no less than the access provided to other post-secondary occupational or educational representatives.

When facilities are used outside of regular school hours, or when the district incurs extra utility, cleaning or supervision costs, a fee, established by the superintendent, will be charged to recoup those costs. Additionally, youth organizations engaged in sports activities and using school facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports as required by RCW 28A.600.

Nonprofit Groups
Nonprofit groups and organizations may 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 may charge a rental rate in excess of costs incurred. Excess charges may be waived when a service club or other nonprofit group is raising funds for charitable purposes.

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 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. Nonprofit groups of the kind that in most communities have their own facilities (churches, lodges, veterans groups, granges, etc.) who wish to use district facilities on a regular, but temporary, basis may do so under this rental rate.

Commercial Enterprises
Commercial Enterprises include profit-making organizations and business-related enterprises. While the district would prefer these organizations use commercial or private facilities, facilities may be rented for non-regular use at the prevailing rate charged by commercial facilities in the area.

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.

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity, group or organization nor the purposes they represent. Additionally, youth organizations engaged in sports activities and using school facilities must provide a statement of compliance with the policies for the management of concussion and head injury in youth sports as required by RCW 28A.600.

The right to authorize use of school facilities shall be retained by the board and/or superintendent. Such use will be only at such time as the facilities required are free from district curricular and extra-curricular activities and shall not be allowed to compete for audiences that might participate in school activities or in conflict with Policy #2153, Non-Curriculum Related Student Groups.

The following rules and regulations will govern community use of school facilities:

1. Applications for the use of school facilities must be submitted to the building principal during the school year and to the district office during the summer and as far in advance

as possible of the date of intended use (minimum notice -- 1 week). School group use will supercede non-school use if scheduled two weeks prior to event.

2. The superintendent or his designee will be responsible for maintaining an accurate calendar of all uses of school facilities by school and community groups.

3. Sponsoring organizations shall provide sufficient, competent adult and/or special supervision, and the amount of adequate supervision will be agreed upon at the time the authorization is issued.

4. Alcoholic beverages, smoking, and/or use of illegal drugs will not be permitted in school facilities or on school property at any time.

5. The administration reserves the right to deny or cancel any application for use when such use or meeting may in any way be prejudicial to the best interest of the school or for which satisfactory sponsorship is not provided. Review of such administrative action may be appealed to the Board of Directors.

6. All applicants for use of district facilities shall hold the school district free and without harm from any loss or damage, liability or expense that may arise during or be caused in any way by such use or occupancy of district facilities. Also, in the event that property loss or damage is incurred during such use or occupancy of district facilities, the amount of damage shall be decided by the superintendent and approved by the board, and a bill for damages will be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

7. Applicants must be able to provide evidence of liability insurance including the District as a named insured. The amount of insurance may vary depending upon the nature of the activities or facilities being used.

8. Any and all use of district facilities shall be totally free from obscure and controversial purposes and purposes of a disruptive nature. Should an objection be lodged against a specific use of district facilities by any group, such objection is only valid if it is made in writing to the superintendent and signed by the individual and/or group of individuals lodging the complaint. At such time as such valid complaint is lodged, the following shall apply:

   Use of the facilities by the applicant may be suspended temporarily to afford the superintendent sufficient time to meet with all concerned parties for the purposes of a hearing. The applicant shall be duly notified in time to contact the members of the group regarding the temporary suspension of use and the pending hearing. The superintendent will decide if use will be permanently suspended.

   In the event of a permanent suspension, the complainant and/or the applicant may appeal such action to the school board. Such a hearing shall convene at the next board meeting to determine the validity or non-validity of the complaint. A special meeting may be called at the Board Chairman's discretion. The board shall be the deciding authority, and the board's decision shall be final. A written copy of the decision may be obtained by any and all members of either the complainant group or the applicant group by request.

9. Should a religious organization wish to use school facilities for a not-for-profit activity other than instructional and/or religious nature, it will be treated as any other civic and/or not-for-profit organization.

10. Organizations sponsoring activities that create more than normal wear and tear shall be assessed additional charges to defray the expense of restoring facilities to their regular condition.

11. Special arrangements, set-up or removal of chairs, tables, etc. by school personnel will require assessment of additional fees to cover the cost of labor involved.

12. The superintendent shall recommend and the board shall establish all universal fees for use of district facilities. Direct charges such as custodial fees and technician fees, shall be receipted into the district's general fund and shall be used to reimburse the direct cost incurred. Rental fees shall be accounted for separately and shall be used for expenditures directly related to the operation of the facility. Permission to use the district facilities will be granted to the following organizations for rental rate purposes:

Class 1

School-sponsored student organizations or activities

Parent and/or teacher groups whose purpose is the advancement of education

Class 2

Youth recreation groups and youth organizations (BSA, Campfire, Blue Birds, etc.)

Adult recreation groups with open use at predetermined times set by the district,

Activities to benefit Cashmere Students

Class 3

Cultural advancements groups

Municipal groups

Other governmental groups

Class 4

Service organizations

Community clubs

Sectarian groups

Political organizations

Youth group tournaments where admission is charged

Class 5

Profit-oriented organizations