Community Relations

Use of School Facilities

Since school buildings and grounds are public property, the Board of Education may make them available for purposes other than education when they are not in use for school purposes.

The Board of Education shall grant the use of school facilities for activities of an educational, cultural, civic, social, recreational, governmental or general political nature and other non-commercial uses consistent with the public interest when such use does not interfere with school programs or school sponsored activities.

Consistent with this policy the Superintendent shall approve and schedule the use of school facilities by an individual or group and shall develop guidelines for community use of the schools. Fees shall be set annually by the Board of Education for the use of the facilities. Groups desiring continuing use of facilities must reapply annually. The Superintendent will maintain a list of school facilities usage by non-district groups or individuals.

Groups

Organizations that may request use of school facilities are assigned a Group and Priority for the purpose of determining the fee for such usage, and the relative priority the request will be assigned as compared to other organizations' requests (1 being the highest priority).

The Superintendent or designee has discretion in situations where conflicts in priority or group assignment arise.

Group	**Priority**	**Organization**
Group A	1	School and school directed activities, School affiliated activities and organizations.
	2	Official Middlebury and Southbury government bodies and agencies, **such as Parks & Recreation.**
	3	**Middlebury and Southbury** national groups serving the interests of children, such as Boy Scouts, Girl Scouts, 4-H Clubs, etc.
	4	**Middlebury and Southbury** civic, social, religious, and political groups, such as political town committees.
	5	Not-for-profit groups that charge fees. 80% of the participants must be Middlebury or Southbury residents.
Group B	6	**Middlebury and Southbury** for-profit businesses and groups, or not-for-profit groups with less than 80% Middlebury and Southbury residents.
Group C	7	Any organization not covered above.

Community Relations

Use of School Facilities (continued)

Types of Activities Which Will Not be Permitted

1. Any purpose in conflict with the mission or goals of the school district.
2. Fund-raising campaigns except as permitted by the Superintendent.
3. Activities which are unlawful in nature.

Any contract or agreement that modifies the parameters of this policy must be approved by the Board of Education.

(cf. 0000 - Mission and Function)
(cf. 0200 - Goals and Objectives)
(cf. 1314 - Soliciting Funds from and by School Personnel)
(cf. 1324 - Soliciting Funds from and by Students)
(cf. 3515 - Facilities Use)
(cf. 6145 - Extra-Class Activities: Limited Open Forum)

Legal Reference: Connecticut General Statutes

10-239 Use of school facilities for other purposes

PA 97-290 An Act Enhancing Educational Choices and Opportunities

Equal Access Act, 20 U.S.C. ss 4071-4074

Good News Club v. Milford Central School ,Sup.Ct., 6-11-01
Section 8525, ESEA a amended by the Every Student Succeeds Act

Policy adopted: September 29, 2025

REGIONAL SCHOOL DISTRICT NO. 15
Middlebury, Southbury, Connecticut

(Reviewed and approved by Policy Review Committee)

Fee Schedule for Minimum Four Hour Usage

(Fees listed are for four (4) hours unless noted)
20 Percent additional fee per hour after four hours.
Custodial fees are charged separately and are not included in these rates

Building Usage	Group A	Group B	Group C
High School Auditorium *	NO CHARGE	$500	$650
High School Gymnasium		$350	$500
Other Gymnasiums and Auditoriums		$300	$400
Pool		$400	$550
Cafeteria without kitchen		$300	$450
Cafeteria and kitchen *		$400	$550
Specialty Instruction Rooms (Labs, Shops, Art, etc.) *		$200	$300
Technology Centers, Media Rooms, Learning Resource Centers		$250	$350
Other Classrooms		$140	$200

Energy Fee $75.00	No Charge	$75	$75

Field Usage	Group A	Group B	Group C
Turf Field, Per Hour *	NO CHARGE	$100	$100
Non Turf, Use of one or two fields *		$200/day $500/week	$300/day $700/week
Non Turf, Use of three of more fields *		$250/day $700/week	$375/day $975/week

*** Additional staff fees may apply, regardless of group.**

Organizations that qualify for each group, as well as the relative priority their facility requests will be assigned, are defined below:

Group	Priority	Organization
Group A	1	School and school directed activities, School affiliated activities and organizations.
	2	Official Middlebury and Southbury government bodies and agencies, **such as Parks & Recreation.**
	3	**Middlebury and Southbury** national groups serving the interests of children, such as Boy Scouts, Girl Scouts, 4-H Clubs, etc.
	4	**Middlebury and Southbury** civic, social, religious, and political groups, such as political town committees.
	5	Not-for-profit groups that charge fees. 80% of the participants must be Middlebury or Southbury residents.
Group B	6	**Middlebury and Southbury** for-profit businesses and groups, or not-for-profit groups with less than 80% Middlebury and Southbury residents.
Group C	7	Any organization not covered above.

A $25 dollar fee will be charged to all groups if a location is booked, and the group does not call to cancel 24 hours prior to booking date.