

Community Use of School Facilities

It shall be the policy of the school board, Joint School District No. 365, to grant the use of school facilities to community groups for education, civic, cultural, and other community uses consistent with the public interest, when such use does not interfere with the school program or school-sponsored activities. Use of school facilities for school purposes has precedence over all other uses.

Persons on school premises must abide by the district's rules of conduct and all other stipulations set forth on the Application for Use of School Facilities and/or Equipment (attached). A signed contract, and proof of liability insurance, will be required before groups are allowed to schedule and/or use a facility. This contract will include all statements of understanding required by the district and all forms completed by parties involved before being consummated.

Revenues from rentals of facilities will be collected by the building principal and placed in the school fund. Any funds collected for custodial care in relation to community use of school facilities will be collected by the business manager and placed in the general fund. The administration shall follow the established administrative regulations and fee schedule. Fees will not be collected from non-profit civic organizations that are deemed to be for the good of the community. Applicants must complete and return to the superintendent an official use request form, including proof of liability before the facilities are used.

The administration shall approve and schedule the various uses of school facilities. A master calendar will be kept in the office for scheduling dates to avoid conflicts during the school year. Requests for use of school facilities will be processed on a first-come first-serve basis.

Legal source: Idaho Code 33-601 “Real and personal property-Acquisition, use or disposal of same.”
 Idaho Code 33-602 “Use of school property or buildings for senior citizen centers.”

Adopted: July 15, 1996
Reviewed: December 14, 2004; March 17, 2005
Revised: April 7, 2005