

7.10— PUBLIC USE OF SCHOOL BUILDINGS

It is the policy of the Board that District school buildings may be used by citizens of the District to conduct lawful meetings for social, civic, or recreational purposes provided such meetings do not interfere with the regular school work and proper protection is afforded the district against the potential costs of such use. The Superintendent shall be responsible, with Board approval, for establishing procedures governing such use of school buildings. The governing procedures shall be viewpoint neutral. Building principals shall be consulted to determine if there exists any conflict with planned school activities prior to other groups being allowed to use school facilities.

The District shall establish a fee schedule for the school facilities the District intends to make available for public use. The fee schedule shall be individualized for each school facility and shall be based on a formula that allows the District to reclaim the actual costs incurred by the District from the use of the facility.

School facilities that do not appear on the District's fee schedule shall not be available to the public.

The District shall also require **any** non-school related group using a district facility to provide proof of having purchased sufficient active and current general liability insurance to cover the damage to, or the cost to entirely replace the structure(s) and furnishing(s), if necessary due to the loss of, or damage to, District property.

Organizations using school facilities assume full and complete responsibility for the conduct of all persons, regardless of age, associated with their use of the facility while they are in or about the facility. Smoking or the use of tobacco or products containing tobacco in any form or the use of drugs or intoxicants is prohibited. Firearms of any kind are not allowed on school property unless the person carrying the firearm is permitted to do so by law as defined in A.C.A. § 5-73-120 or the individual has a valid conceal carry license and leaves the concealed handgun in the individual's locked vehicle.

A. Facility Use Request and Rental Procedures:

1. All requests shall be submitted to the building principal or his/her designee, who will forward a copy to the District Treasurer, the PAC/Arena Manager (if applicable) and Director of Maintenance and Custodial Services. In addition, the use of any athletic facility must be approved by the Athletic Director in addition to the building principal.

2. The sponsoring organization shall pay all fees for facility rental in advance.

3. Sponsoring organizations shall provide sufficient competent adult and/or special supervision. The amount of adequate supervision will be agreed upon at the time the authorization is issued. It is mandatory that a custodian and a full time District employee be present when District facilities are being used by persons or organizations not directly related to Searcy Special School District. The cost of this supervision shall be paid by the user organization.

4. All applicants for use of District facilities shall hold the Searcy Special 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. In the event that property loss or damage is incurred during such use occupancy of District facilities, the amount of damage shall be decided by the Superintendent and approved by the Board. A bill for damages will be presented to the group using or occupying the facilities during the time the loss or damage was sustained.

5. No meeting will be held in a school building for the purpose of advancing any doctrine or theory subversive to the Constitution or laws of the State of Arkansas or the United States; *or for any entertainment that may be detrimental or destructive to the buildings, fixtures or furniture.*

6. *In case of major disasters such as bombings, tornadoes, etc., school buildings may be used by the American Red Cross or any governmental agency with permission of the Superintendent.*

7. *The use of school buildings by local churches for worship services will be permitted only following a catastrophe or emergency that makes the regular established place of worship unusable. Such use will not be continued beyond a temporary period of time (approximately six weeks).*

8. The use of school facilities for summer recreational purposes may be granted on an annual basis. Only recognized youth organizations, which are non-profit in nature, will be considered.

9. Searcy Special School District Facilities that are allowed for public use shall use the following procedure:

a. Requests by outside organizations shall be accepted during the semester of the requested rental date(s).

b. Scheduling of non-school events are recommended for weekends and/or seven (7) days following the scheduled end of the school

year. Due to the possibility of inclement weather and make-up days, events should not be scheduled during the first seven (7) weekdays following the scheduled end of the school year.

c. The movement of materials or equipment to the school District facilities by the rental group shall not begin prior to 3:30 p.m. on Friday of the weekend of the event. If the event is scheduled for another night during the school week, movement of materials or equipment to the School District facilities shall not begin prior to 3:30 p.m. on the day of the event.

d. The school principal or athletic director if applicable, or his/her designee and the rental designee shall inspect the facility being used prior to the rental engagement and make sure the facility is in good condition. The principal or his/her designee shall also inspect the rented facilities on the morning following the use. Any unsatisfactory reports shall be discussed with the responsible personnel before forwarding said report to the Director of Maintenance and Custodial Services

Facility Use Fee Schedule

FACILITY	USER GROUP 1	USER GROUP 2	USER GROUP 3
Gym/MES/WES/SDE SWMS/AJHS Annex and main gym	No Charge	\$175 for up to 8 hours. \$30 per additional hour	\$350 for up to 8 hours. \$50 per additional hour.
Cafeteria/Commons	No Charge	\$150 for up to 8 hours. \$25 per additional hour	\$280 up to 8 hours. \$40 per additional hour.

Classroom	No Charge	\$35 for up to 8 hours. \$15 per additional hour	\$70 up to 8 hours. \$20 per additional hour.
Lion Stadium (Day Events)	No Charge	\$50 for up to 8 hours. \$25 per additional hour	\$200 up to 8 hours. \$100 per additional hour.
Lion Stadium (Night Events)	No Charge	\$200 for up to 8 hours. \$100 per additional hour	\$400 up to 8 hours. \$200 per additional hour.
Arena	No Charge	\$2500 for 8 hours. \$80 per additional hour Additional \$500 to cover the floor. \$400 per additional hour.	\$3500 for 8 hours. \$100 per additional hour. Additional \$500 to cover the floor. \$400 per additional hour.
Lion Arena Hospitality Room	No Charge	\$1000 for up to 8 hours \$100 per each additional hour	\$1500 for up to 8 hours \$100 per each additional hour

Performing Arts Center		\$1500 for up to 8 hours \$250 per each additional hour	\$2000 for up to 8 hours \$250 per each additional hour
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Additional Fees

Custodial	\$40 per hour per custodian (2 hour minimum)
Supervisor	\$40 per hour
Technical	\$40 per hour (2 hour minimum)
Audio Visual Support	\$50 per hour (2 hour minimum)
Security (Groups of 200 or more required)	\$40 per hour per guard(2 hour minimum)
Risers (PAC)	\$200
Acoustic Shells	\$300

User Group 1 - All school support organizations that directly serve the students, parents, and teachers of Searcy School District such as PTO, booster clubs, school sponsored activities and clubs shall be provided the use of school facilities at no rental fee and no liability insurance

coverage will be required. Custodial charges and/or supervisor fees may apply if the event is held out of normal working hours for custodians and or supervisors.

User Group 2 - Non-profit community organizations, government and recognized community agencies as well as civic clubs, non-profit youth clubs and organizations, and those supported by state or local taxes located within the boundaries of the school district shall follow the facility use fees as outlined in the Facility Use Fee Schedule as well as the district rate for custodial services, technical services, maintenance, supervisor and other personnel services as may be necessary for use of the facility.

User Group 3 - For profit organizations/groups/individuals located shall follow the facility use fees as outlined in the Facility Use Fee Schedule as well as the district rate for custodial services, technical services, maintenance, supervisor and other personnel services as may be necessary for use of the facility.