

**USE OF SCHOOL FACILITIES****Date: June 13, 2005**

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It is the policy of the Lee County Board of Education to limit the use of school facilities to school related organizations or uses that are specifically for the benefit of the entire community unless other uses are specifically approved by the Board. Requests by school related organizations shall be directed to the principal. Requests by other groups shall be submitted in writing to the school principal who will forward the request and a recommendation to the Superintendent for presentation to the Board.

The Board will be guided by the nature of the planned activity, purpose of the sponsoring group and overall benefit to the community. The use of facilities by commercial organizations is prohibited unless it substantially benefits the school system or the community.

The Board of Education shall establish fees and deposits to be charged for the use of school facilities.

All paperwork and/or deposits will be due at the time the facility is reserved. The following requirements shall be adhered to:

- a) The presence of a staff member shall not be waived for any group.
- b) When kitchen facilities are used, a food service worker shall be present and fees for the worker charged. This provision includes school related organizations.
- c) Payments shall be made to the Lee County Board of Education unless others provide services. All employees will be paid in accordance with IRS regulations.
- d) Certain meetings involving dignitaries, large numbers of teens, the display of items of high dollar value, or meetings in which public debate of volatile issues are to be discussed, shall require the presence of security personnel. Fees for security personnel are in addition to other fees and are the responsibility of the group using the facility.
- e) Groups or organizations (including school affiliated) must complete a school facilities use application.
- f) Any problems resulting from the usage of the facility and/or payment of fees will be grounds to exclude that group from future use of school facilities.
- g) Any and all activities conducted using school facilities shall be in compliance with all local, state and federal laws and shall conform to existing and relevant school board policies. Illegal drugs, alcohol and all forms of tobacco are prohibited in school facilities and on school grounds.

- h) Permission to use school facilities does not constitute the endorsement by the Board of Education or the school system of any organization, the beliefs of the organization, nor the expression of any opinion by the organization or any of its representatives.
- i) The system reserves the right to withhold approval or to cancel any approved use of school facilities when it is determined that such use would be disruptive to the mission or purpose of the school system or if cancellation is necessary for the best interests of the school system or its students.

Exempt from the requirement for board approval and the provision of fees and/or deposits are:

- 1) School affiliated groups;
- 2) In the case of athletic facilities, appropriately supervised and organized recreational programs sponsored by the Lee County Recreational Department, Dixie Youth Baseball, YMCA, etc.
- 3) Units of local or state government
- 4) Other groups approved in advance by the Board of Education.

All groups are responsible for damages to facilities occurring during the group's use.