Community Relations, Community Use of School Facilities

The District recognizes the importance and value of the school facilities to the public and is committed to providing public access to district facilities to the greatest extent possible while still

- providing primary facility availability for school activities
- being mindful of district budget and expense limitations
- providing adequate safeguards for the care and maintenance of the facilities and persons using the facilities.

Other than the regular conduct of school district teaching, athletics and activities for students, the types of use that can be approved in District facilities and their requirements include but are not limited to:

	Current District Students Only	Open to anyone	Must be 16 or older	Requires paid district employee supervision	Requires approved supervisor	Covered by District Insurance	May require private insurance	Requires facilities agreement	Student Coaching can occur	May require rental fee
Student Open Gym	**X**			**X**		**X**				
Community Open Gym		**X**		**X**		**X**				
MHSA Open Gym	**X**			**X**		**X**				
Adult Education activity			**X**		**X**	**X**				
Private individual					**X**		**X**	**X**		**X**
Private organization					**X**		**X**	**X**		**X**

Student Open Gym and **Adult Education** activities are scheduled and coordinated through the regular instructional and activities/athletics program.

Generally, Montana High School Association (MHSA) Rules and Regulations preclude coaching of a student at events other than school practices and contests. Exceptions do exist, however, and the interested person should contact the Facilities Director for more information or consult the MHSA Official handbook.

Community Open Gym is scheduled and coordinated through the office of the Facilities Director as part of planning for all school activities. As a school-sponsored event, Community Open Gym must be supervised by a non-student adult supervisor paid by the district. Due to this expense, the availability of Community Open Gym will be limited. The District goal is to provide at least one two-and-a-half hour Community Open Gym on a regular basis per month

or more as facility availability and budget permit.

Private individual and private organization use of district facilities is coordinated through the office of the Facilities Director. A facilities agreement is required (Form 4330F1). Private general liability insurance may be required. Rental fees, deposits and cleaning fees may be required. On-site supervision provided by an approved non-student adult supervisor for the setup, event and clean-up may be required. Organizations or individuals found to have violated this policy or its associated Facility Use Agreement, Rules and Regulations for Facility Use, or any other district policy while using a district facility may have their privilege to use the facility suspended for a period of time or revoked indefinitely at the discretion of administration. Appeal of a suspension or revocation decision may be made to the Board but the Board decision is final.

Each spring, the Facilities Director will publish the dates during the upcoming summer and school year for which the school south gym may be available for non-school use and will coordinate the schedule and use of the gym throughout the year and maintain an updated schedule. Availability of other District facilities and grounds will be determined by the Facilities Director upon request. The Facilities Director will maintain a list of non-student adult individuals approved to act as event facility supervisors.

The current facility schedule will be posted by the Facilities Director at the front entrance to the school and at the entrance to the south gym at all times.

A permanent sign will be displayed at the entrance to the school and at the entrance to the south gym with information on how to arrange for facility use and the most important rules and regulations for facility use.

<u>Policy History:</u>
Original Revoked: October 2011
Adopted on: October 2011
Revised on: May 2013, July 2022

Revision notes: Revision added the phrase "non-student adult" to the requirements for supervision, added contact information and "additional items" section to training checklist and to other areas of policy to match, added policy history to pages.