

Number: 707
Section: Property
Title: Use of School Facilities
Date Adopted: May 14, 1979
Date Revised: January 24, 2017

Purpose

School facilities of this district should be made available for community purposes, provided that such use does not interfere with programs of the schools which are exempt from this policy, or the best interest of the school district.

Authority

The Board of School Directors will provide for the use of school facilities when permission has been requested in writing and has been presented for approval by the Superintendent or designee in accordance with the following order of priority:

- requests by school related organizations
- requests by non-school related community activities

The use of school facilities shall be granted to candidates for elected office or to elected officials under the following circumstances:

- With the approval of the Superintendent or designee, elected officials may present to our students, community members, and/or employees on topics of a non-partisan nature. “Non-partisan” topics could include information on the political process, the teaching of political history, or topics related to citizenry;
- At the invitation of the Superintendent or designee, elected officials may speak to our students, community members, and/or employees on topics related to current legislative efforts. The invited elected officials shall be permitted to speak from an advocacy perspective on such efforts. As examples, topics could include legislation to reduce bullying in the public schools, to increase nutritional requirements for school lunches, or to provide real estate tax relief. The Superintendent or designee shall solicit input from the Board prior to offering an invitation to an elected official.

- With the approval of the Superintendent or designee, elected officials may visit with students, community members, and/or employees when the focus of their visit is to present congratulations to students, employees, our community or to a community organization for specific achievements or accomplishments;
- Candidates for public office or individuals who are supporting specific candidates for public office shall be permitted to campaign during polling hours on election days in designated locations of those District facilities which have been assigned as polling places by the Board of Elections;
- With the approval of the Board, district facilities may be utilized for multi-partisan forums. Multi-partisan forums shall include an official invitation for participation to all candidates for office whose names will appear on the official polling ballot for our community; such forums held during school hours shall have audiences limited to School District students and staff;
- The Board has the authority to suspend provisions of this policy or other policies pertaining to political activity under special circumstances when deemed to be in the best interests of the school community, provided the Board acts in a non-partisan manner.

The Board reserves the right to refuse any applicant, or to refuse an application for any activity, or to revoke a previously approved application which interferes with the conduct and best interest of the school district.

The organization reserving the school may not assign or transfer its rights and responsibilities to any other individual or organization.

Delegation of Responsibility

The Superintendent or designee shall develop procedures for the granting of permission to use school facilities and shall distribute rules and regulations for such use which will be approved by the Board annually.

The Superintendent or designee shall establish and the Board shall annually approve a schedule of fees for the use of school facilities.