

The District has established a limited open forum for nonschool use of District facilities in accordance with this policy.

The District shall provide equal access to youth groups designated in federal law, including the Boy Scouts, as it provides to other nonschool users of District facilities. [See Patriotic Societies in GKD(LEGAL)]

**Scope of Use**

The District shall permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with District use or with this policy.

For purposes of the Equal Access Act, the District has established a limited open forum for secondary school students enrolled in the District. The District has not established a limited public forum for elementary school students to meet as noncurriculum-related student groups on school premises during noninstructional time.

Approval shall not be granted for any purpose that would damage District property or to any group that has damaged District property.

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**Note:** See the following policies for other information regarding facilities use:

- Use by employee professional organizations: DGA
- Use of facilities for school-sponsored and school-related activities: FM
- Use by noncurriculum-related student groups: FNAB
- Use by District-affiliated school-support organizations: GE

**Nonprofit Fundraising**

The District shall permit nonprofit organizations to conduct fundraising events on District property when these activities do not conflict with District use or with this policy.

**For-Profit Use**

The District shall permit individuals and for-profit organizations to use its facilities for financial gain when these activities do not conflict with District use or with this policy.

**Scheduling**

Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis.

Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM] The Superintendent or designee shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.

COMMUNITY RELATIONS  
NONSCHOOL USE OF SCHOOL FACILITIES

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(LOCAL)

**Requests**

All requests for nonschool use of District facilities must be submitted to the director of facilities or other designated District administrator.

**Approval of Use**

The Superintendent or designee is authorized to approve use of any District facility.

Priority Groups

Priorities for scheduling the use of District facilities shall be as follows:

1. School users: The regularly scheduled educational program, including instructional activities, meetings, practices and performances of school-sponsored groups, and staff meetings related to school business.
2. Noncurriculum school users: Meetings and other activities of District-affiliated students groups and school-support groups organized for the sole purpose of supporting students, the schools, or school-sponsored activities.
3. Youth groups: Meetings and other activities for groups made up primarily of non-District-related, school-aged children.
4. Professional organizations: Meetings of employee organizations [see DGA].
5. Nonschool/community users: Meetings and activities of other groups on a first-come, first-served basis.

Public Access

The District encourages community members to utilize outdoor recreational facilities. No approval shall be required for nonschool-related recreational use of the District's unlocked, outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, during public access hours, when the facilities are not in use by the District, or for a scheduled nonschool purpose.

The facilities shall be available for public access between the hours of 4:00 p.m. and 9:00 p.m. and 6:00 a.m. and 9:00 p.m. on weekends.

Free, public access to designated District facilities is limited to individual community members and individuals gathered in groups of five or more persons conducting activities that have been pre-scheduled and/or advertised, and all persons engaged in activities that are affiliated with organized associations, groups, or other non-District-affiliated entities must seek permission through the facilities rental process.

The Superintendent or designee may place limits on the frequency of use, nature of activity, and/or the size of groups that use the unlocked, outdoor facilities.

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Emergency Use	In case of emergencies or disasters, the Superintendent may authorize the use of District facilities by civil defense, health, or emergency service authorities.
<b>Facilities Not Available</b>	The Superintendent or designee shall determine which District facilities are not available for nonschool use.
<b>Requirements</b>	<p>The following requirements apply to community use of District facilities:</p> <ol style="list-style-type: none"><li>1. Any group or organization using District facilities shall be held responsible for damages to the facility that occur during or as a result of the group's or organization's use.</li><li>2. Use of District facilities for fundraising activities by private groups or individuals shall be prohibited except with the prior written approval of the Superintendent or designee.</li><li>3. Only activities that are appropriate for indoor areas shall be allowed in District gyms, auditoriums, cafeterias, and other indoor facilities.</li><li>4. All groups and organizations shall comply with federal, state, and local laws and with all local fire ordinances while using District facilities.</li><li>5. While using school facilities, all persons or organizations classified in priority groups 2, 3, 4, and 5 shall be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the District for the cost of any such reports.</li><li>6. Proof of insurance coverage shall be required for priority groups 3, 4, and 5. An original certificate of insurance listing the certificate holder as the District shall be submitted prior to the use of the facility. [See GKD(EXHIBIT)]</li></ol>
<b>Use Agreement</b>	Any organization or individual approved for a nonschool use of District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable administrative regulations, and acknowledging that the District is not liable for any personal injury or damages to personal property related to the nonschool use.
<b>Fees for Use</b>	<p>Nonschool users shall be charged a fee for the use of designated facilities.</p> <p>The Board shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any applicable personnel costs for supervision, custodial services, food services, security, and technology services.</p>

**Required Conduct**

Persons or groups using District facilities shall:

1. Conduct business in an orderly manner.
2. Abide by all laws and policies, including, but not limited to, those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products, e-cigarettes, or other electronic vaporizing devices on District property. [See GKA]
3. Make no alteration, temporary or permanent, to District property without prior written consent from the Superintendent.

All groups using District facilities shall be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the District for the cost of any such repairs.