

Section: Series 800: School-Community Relations
Code Title: **USE OF DISTRICT FACILITIES**
Policy Code: **830.00**
Adopted: November 19, 2008
Revised: December 20, 2017

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational programs of the school and is harmonious with the purposes of this District.

Requests for school use shall be made through the District Administrator or his/her designee. Rental fees may be charged as approved by the Board. The Board will permit the use of school facilities when a Facility Use Agreement form has been completed and approved by the District Administrator prior to usage. The written request must be by a responsible, individual, organization or a group of citizens.

District facilities shall be available for the below-listed uses. When there are competing interests for the use of facilities, approval will be given according to the following priorities:

- A. Uses directly related to the schools and the operations of the schools. These events may be scheduled up to one year in advance of the event.
- B. Uses and groups indirectly related to the school. These events may be scheduled up to six (6) months in advance of the event.
- C. Departments or agencies of government. These events may be scheduled up to three (3) months in advance if the event.
- D. Community organizations or groups of individuals formed for charitable, civic, social, religious, recreational, or educational purposes. These events may be scheduled up to three (3) months in advance of the event.
- E. Commercial or profit-making organizations or individuals offering services for profit. These events may be scheduled up to two (2) months in advance of the event.

In all instances, public school educational programs and activities shall have priority use of school facilities. School facilities and equipment may be used at other times when not required for school purposes.

The use of District grounds and facilities shall not be granted for any purpose which is prohibited by law.

Any individual or group using school facilities or equipment shall be required to abide by all facility use rules.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

Legal References

Wisconsin Statutes

[120.13\(17\), Wis. Stats.](#)

[Temporary use of school property]

[895.523, Wis. Stats.](#)

[Recreational activities in a school building or on school grounds; limitation of liability]