



RIVER VALLEY SCHOOL DISTRICT

660 West Daley Street ≈ Spring Green, Wisconsin 53588 ≈ Phone: 608-588-2551

830-Rule

FACILITIES USE REGULATIONS

School district properties will be made available for community use in accordance with the following regulations:

1. Applications for use of school facilities are available in the respective school office. They must be approved one week in advance of the booking by the Building Principal/Administrative Building Coordinator.
2. Whenever possible, it is recommended that community organizations use the elementary school facilities. In the event that special or large groups desire the use of a gym or room, the middle school or high school facilities may be used.
3. One person from the requesting organization must be delegated to accept responsibility for the conduct of participants.
4. Groups using any school facility shall be responsible for the replacement of any unwarranted destruction of school property:

Damage Reimbursement - Groups must reimburse the school for any damage to equipment, chairs, furniture, building, etc. The reimbursement shall be determined by the River Valley School Board. Depending on the extent of damages, there is the potential denial of future use.

Clean-Up - Groups must clean up the facilities used or may be charged for clean-up. Clean-up includes checking restrooms for cleanliness or misuse, turning off lights and heat, and securing/locking building. Additionally, all materials brought into the building must be removed at the conclusion of use.

A separate billing will occur for any additions, costs, or damages incurred.

5. No public dances shall be authorized in school-owned gyms.
6. The district administrator may grant permission to use the community athletic fields under extenuating circumstances.
7. The consumption of alcoholic beverages shall be prohibited on school grounds.
8. Tobacco use will not be allowed in school buildings or school vehicles or on school grounds.
9. The school district does not provide insurance for use of school facilities for groups or individuals. Each individual or group must provide its own insurance to insure that they are protected against liability.

* 10. Fee Schedule: It is the responsibility of the individual or group to request assistance for gaining entrance to the building, if needed, and to pay any necessary fees prior to the use of the facility. Fees should be paid at the time the user secures appropriate keys (Policy #731) and electronic security code (Policy #731.1).

A. All organizations shall pay the following use of school facilities rates. For the purposes of the table below, "resident" means the group resides in the River Valley School District.

B. Where a custodian/staff member is needed to open or close a building, the rates listed below shall apply.

	Resident Group (Non-Profit)	Resident Group (For Profit)	Combination of Resident and Non-Resident Group	Non-Resident Group
Custodial Staff/Staff Member	\$15.00/hour	\$20.00/hour	\$25.00/hour	\$30.00/hour
Kitchen	\$25.00/hour	\$30.00/hour	\$35.00/hour	\$40.00/hour
Kitchen Staff	\$15.00/hour	\$20.00/hour	\$25.00/hour	\$30.00/hour
Classrooms, Cafeteria, and Little Theater	\$10.00/hour	\$15.00/hour	\$20.00/hour	\$25.00/hour
Gymnasiums	\$10.00/hour **	\$15.00/hour	\$20.00/hour	\$50.00/hour
Athletic Fields	\$10.00/hour **	\$15.00/hour	\$20.00/hour	\$50.00/hour

** Each non-profit resident group (local club team) may choose to pay an annual flat fee of \$200 in lieu of the hourly rate. This option is made available as it may be a more practical approach for coordinating practice schedule changes and/or cancellations as well as a more efficient method for administering the collection of fees. This flat fee will apply to each independent team that may (or may not) belong to a larger organization.

11. Any of the fees may be waived or modified by the District Administrator or Board in relationship to services or supplies rendered by a group or individual team.

CROSS REF.: Policy #733 – Energy Management

APPROVED: August 1977
REVISED: March 12, 1998
APPROVED: March 26, 1998
REVISED: June 8, 2000
APPROVED: July 13, 2000
REVISED: September 9, 2004
APPROVED: October 21, 2004
REVISED: November 18, 2010
APPROVED: December 9, 2010