

SCHUYLKILL HAVEN AREA SCHOOL DISTRICT REGULATIONS FOR NON-SCHOOL USE OF SCHOOL DISTRICT FACILITIES

The purpose of this policy is to establish the eligibility of groups or organizations who may be allowed to use the facilities under the supervision of the Board of School Directors of the Schuylkill Haven Area School District, the purpose for which these facilities shall be used and the rates which shall be charged. This policy excludes any off-season programs, athletic or otherwise, run by school personnel/ athletic coaches (i.e. sessions/ workouts/ travel teams/ clinics).

Conditions For Use Of Facilities

1. Since the Board of School Directors is charged by law with responsibility for school facilities, it must reserve the final right to approve or deny the use of school facilities when the Board deems it necessary in the public interest. The Board of School Directors shall use the following guidelines in interpreting what the "public interest" is:
 - a. The sponsoring organizations will conduct orderly meetings, and further, such gatherings will not be of a nature to incite others to disorder.
 - b. The sponsoring organizations will conduct meetings which are not abusive to other groups by reason of race, creed, color, sex, handicap, or veteran status.
2. All school buildings and grounds are to be used for educational, civic, social, religious, recreational and similar functions by approved groups or citizens or organizations. If space permits, those such events are subject to rental fee based on scope and Schuylkill Haven Area School District student involvement. District participants must be more than 75% in order for fee waiver consideration.
3. No public school building nor grounds shall be used for a purpose that is unlawful. Any use of alcoholic beverages, drugs and tobacco in any form is prohibited.
4. School buildings shall not be used for celebrations which are essentially private in nature. The rental of the swimming pool for student birthday parties is not affected by this guideline.
5. Any organization requesting the use of the swimming pool, gymnasium, athletic and baseball fields, must provide a certificate of insurance listing the school district as additional insured five (5) days prior to the event. Minimum requirements for the certificate of insurance shall be combined single units of \$1,000,000 per occurrence and aggregate.
6. Preference for use of athletic facilities will be given to those sports that are currently in season, or in the immediate upcoming season based on availability. Dates for each season will be based on PIAA District 11 calendar.
7. Any damage to any school district property and equipment must be paid for by the responsible organization.
8. Groups without any affiliation with the Schuylkill Haven Area School District may not use school facilities for dances.

Fee Schedule By Organization Classification

Group A – No Fees

All Schuylkill Haven Area School District classes, clubs, athletic teams or other school-related groups such as the P.T.O., S.H.E.A., S.H.A.E.S.S.P., and service groups such as the local fire companies and police department, Rotary and Lions, and any others as the Board may direct.

Group B – No Rental Fees, Reimbursement for Additional Expenses

All state, county, and local governmental units, civic, and nonprofit organizations. Examples include Boy Scouts, Girl Scouts, Bidy Basketball, Youth Soccer, Bidy Wrestling, Schuylkill Haven Business and Professional Association, etc.

- Additional expenses shall include but are not limited to the following: lifeguards, school police, additional custodial or cafeteria personnel services, and meeting supplies.
- All custodial and cafeteria personnel hourly rates are \$30.00 or \$40.00 during double overtime rates.
- The utility fee is currently set at \$75.00, up to four (4) hours.
- Lifeguard rates are regular hourly rates.
- Hiring School Police, if necessary, is the responsibility of the organization.

Group C – All other organizations

Gymnasium

Daily Rate	\$240 plus additional expenses
Hourly Rate	\$ 30 plus additional expenses

Outdoor Basketball Courts

Daily Rate	\$100 plus additional expenses
Hourly Rate	\$ 15 plus additional expenses

Swimming Pool

Daily Rate	\$240 plus additional expenses
Hourly Rate	\$ 30 plus additional expenses

Athletic Field (Rotary Field)

Daily Rate (Day)	\$500 plus additional expenses
Daily Rate (Night)	\$700 plus additional expenses

Baseball Fields

Daily Rate	\$240 plus additional expenses
Hourly Rate	\$ 30 plus additional expenses

Concession Stand (Rotary Field)

Daily Rate	\$ 50 plus additional expenses
Hourly Rate	\$ 10 plus additional expenses

Cafeteria

Daily Rate	\$150 plus additional expenses
Hourly Rate	\$ 20 plus additional expenses

Classroom

Daily Rate	\$ 75 plus additional expenses
Hourly Rate	\$ 10 plus additional expenses

Library

Daily Rate	\$ 75 plus additional expenses
Hourly Rate	\$ 10 plus additional expenses

Auditorium

Daily Rate	\$500 plus additional expenses
Hourly Rate	\$ 65 plus additional expenses

Swimming Pool – Birthday Party

	Residents	Nonresidents
Party of 15 swimmers or less.....	\$ 100.00	\$ 125.00
Party of 16 to 30 swimmers.....	\$ 125.00	\$ 150.00
Party of 31-45 swimmers	\$ 150.00	\$ 175.00
Party of 46 to 60 swimmers.....	\$ 175.00	\$ 200.00

Additional expenses shall include but are not limited to the following:

- Lifeguards, school police, additional custodial or cafeteria personnel services, utility fees, and meeting supplies.
- All custodial and cafeteria personnel hourly rates are \$30.00 or \$40.00 during double overtime rates.
- Lifeguard rates are regular hourly rates.
- The utility fee is currently set at \$75.00, up to four (4) hours.
- Hiring School Police, if necessary, is the responsibility of the organization.

Sunday facilities usage as follows:

12:00 noonSetup/Warm-ups
1:00 pmEvent Start Time