

**PUBLIC USE OF SCHOOL FACILITIES**

While the district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, the Board of Education recognizes that the buildings and grounds are a valuable community resource and believes that this resource should be available to the community for specific uses that will not interfere with educational activities. This policy is intended to identify the uses that community groups may make of those facilities.

**A. Permitted Uses**

District facilities may be used for the purposes listed below, subject to the conditions and restrictions set forth in this policy.

1. Instruction in any branch of education, learning, or the arts.
2. Public library purposes, subject to provisions of the Education Law, or as stations of public libraries.
3. Social, civic, and recreational meetings and entertainments, or other uses pertaining to the welfare of the community so long as such uses are non-exclusive and open to the general public.
4. Meetings, entertainment, and occasions where admission fees are charged, when the proceeds are to be spent for an educational or charitable purpose.
5. Polling places for holding primaries and elections, or the registration of voters and for holding political meetings.
6. Civic forums and community centers.
7. Recreation, physical training and athletics, including competitive athletic contests of children attending a private, nonprofit school.
8. Child-care programs when schools is not in session, or when school is in session for the children of students attending schools of the district and, if there is additional space available, for children of employees of the district.
9. Graduation exercises held by not-for-profit elementary and secondary schools, provided that no religious service is performed.

**B. Prohibited Uses**

Any use not permitted by this policy is prohibited. In addition, the following uses are specifically prohibited:

1. Meetings sponsored by political organizations.
2. Meetings, entertainments and occasions that are under the exclusive control of and the proceeds are to be applied for the benefit of a society, association or organization or a religious sect or denomination or of a fraternal, secret or exclusive society or organization, other than veterans' organizations or volunteer fire fighters or volunteer ambulance workers.

**C. Conditions of Use for District Facilities**

1. Use of district facilities may be permitted unless such facilities are in use for school purposes or during educational programs. The district reserves exclusive and nonreviewable judgment to determine if a requested use would interfere with or disturb the district's educational programs.
2. Use of district facilities by the Boy Scouts or other patriotic youth groups listed as a patriotic society in Title 36 of the US Code will be permitted to the same extent as other outside groups. The district

shall not deny access to or otherwise discriminate against such youth groups based solely on the group's membership or leadership criteria or oath of allegiance to God and country.

3. United States military recruiters will be provided the same access to high school students on school grounds that is generally provided to colleges and universities or prospective employers.
4. Use of district facilities will be permitted only where the applicant agrees to pay additional fees associated with the use of any additional services or equipment. The district retains the right to condition use upon an applicant depositing with the district a sum equaling the estimated costs and fees associated with the proposed use ten (10) days in advance of the requested use. The district retains the further right to waive user fees for groups that are associated with or sponsored by the district.
5. Where, in the judgment of the district, the requested use of district facilities requires special equipment or supervision, the district reserves the right to deny such use, or in the alternative, to condition such use upon the applicant's payment of additional fees in accordance with paragraph 4 above. Only authorized personnel shall operate district equipment.
6. The Board reserves the discretion to deny use of district facilities described above, or to terminate use of district facilities:
  - a. By an applicant who has previously misused or abused district facilities or property or who has violated this policy;
  - b. For any use which could have the effect of violating the Establishment Clause of the United States Constitution or other provisions of the United States or New York State Constitutions;
  - c. For any use which, in the estimation of the Board, could reasonably be expected to or actually does give rise to a riot or public disturbance;
  - d. For any use which the board deems inconsistent with this policy;
  - e. For any use by a private for-profit entity that has the direct or indirect effect of promoting the products or services of such entity;
  - f. In any instance where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted, or possessed;
  - g. For any use prohibited by law.
7. The Superintendent of Schools is directed to establish and monitor rules, regulations and procedures for the use of district facilities. Any violation of these rules and regulations may result in the withdrawal of permission for use of these facilities.

D. Application Procedure for use of District Facilities

1. All applications for use of school facilities shall be made in writing and submitted to the Superintendent of Schools at least thirty (30) days prior to the date of the requested use. A use permit application is available in each school's main office and in the District Office.
2. The applicant must clearly and completely describe the intended use of the district facilities in the application.
3. All applicants must review this policy prior to submitting the application. All applications must be signed by an authorized agent or the group or organization requesting use. The applicant's signature on the application shall attest to the group or organization's intent to comply with all Board policies and regulations and to use district facilities strictly in accordance with the use described in the application.
4. All applicants must agree to assume responsibilities for all damages resulting from its use of district facilities. Proof of adequate insurance must be provided by the applicant at least ten (10) days before the date of the requested use.

5. Permits shall be valid only for the facility, use, dates, and time specified in the permit. No adjustment to the permit is allowed except with the prior written approval of the Superintendent or Building Principal. Permits shall not be transferable.
6. The Superintendent is authorized to alter or cancel any permit if it becomes necessary to use the facility for school purposes or for other justifiable reason.
7. With regard to scheduling activities, the district retains the right to give preference to groups and organizations which are associated with or sponsored by the district.
8. Issuance of a permit shall not limit the right of access to the facility by district staff.

Ref: Education Law §414  
20 USC §7905, No Child Left Behind Act (*Equal Access to Public School Facilities;*  
*Boy Scouts of America Equal Access Act*)  
20 USC §7908, No Child Left Behind Act (*Access of Military Recruiters*)

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