

COMMUNITY RELATIONS:
COMMUNITY USE OF SCHOOL FACILITIES

GKD
(REGULATION)

FREE USE OF BUILDINGS
AND FACILITIES

No fees will be assessed and custodial services will be provided free of charge for:

1. School-sponsored activities.
2. Class reunions.
3. District workshops.

USE OF BUILDINGS AND
FACILITIES AT COST

Nonprofit groups and organizations that benefit the school district and community will be approved for the use of buildings and other facilities without a rental charge. Meetings shall be under the supervision of adult leaders who will be responsible for enforcing the building use regulations as listed on the Permit For Use of School Property. When non-rental use of a building or other facility is granted, the District reserves the right to designate which building shall be used. A fee will be assessed to recover the cost of utilities, maintenance, and any personnel services required, if a facility is used during a time when these services are not already available.

The Superintendent or designee will determine which groups and organizations are eligible for facility use under this category. Examples are:

1. Non-profit community organizations primarily organized for the benefit of AISD students.
2. AISD Employee organizations.
3. Other publicly funded educational institutions, including those of higher learning.
4. Before and after school care programs approved by the District. To qualify for reduced reimbursement fees for utilities and maintenance requirements, an organization must have provisions that provide free or reduced fee before and after school care programs for AISD students from families that could not otherwise afford a child care program.

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5. Service clubs for fund-raisers approved by the District, for the benefit of the District or the community.
6. Neighborhood crime-watch meetings and homeowners associations.
7. The cities in the District for recreational and educational programs.
8. Other governmental organizations such as regional education service centers and state agencies.
9. Public elections subject to proper arrangement with the District.

Other groups may be eligible and each application will be considered as submitted.

USE OF BUILDING AND
FACILITIES UPON
PAYMENT OF FULL
RENTAL AND
PERSONNEL FEES

Subject to conditions set forth in this policy and upon payment of the charge set forth in the schedule of charges, certain areas of the school buildings may be used by other non-profit organizations. The Superintendent or designee will determine which groups qualify under this section.

School facilities may be rented by religious groups for church services provided the church has been in operation within the district for at least six months prior to the request to use district facilities.

When a rental fee is charged, the school may require a custodian and/or other representative be on duty throughout the time the building is in use. A separate fee will be assessed for personnel services. The District representative will open the building for use, be available to assist, and will be responsible for closing the building after its use. Any rearranging or movement of furniture will be done under the supervision of the District representative. No alterations of any kind shall be made to the building without written request and approval by the Superintendent or designee. "Alterations" include such things as relocating curtains, rewiring or wiring for additional equipment, or any other alteration that changes the physical plant in any way.

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GENERAL CONDITIONS

General terms and conditions will be determined by the Associate Superintendent of Finance and will be disclosed during the permit process.

SCHEDULE OF FACILITY CHARGES

The following charges shall be assessed, as appropriate, for use of school facilities:

FEEES FOR GROUPS THAT QUALIFY FOR USE OF BUILDINGS FOR BEFORE AND AFTER SCHOOL CHILD CARE PROGRAMS.

Before and After School Child Care Programs that qualify for this rate are determined by the Instructional Department.

Fees for the usage of indoor facilities will be assessed based on the following formula:
(TOTAL SQ. FOOTAGE OF HVAC ZONE BEING USED X CURRENT AISD COST FACTOR).

The fee will be assessed from one hour before the official start time until the official end time of the event rounded up to the next whole hour. For multiple events occurring in the same facility, fees will be assessed for each separate HVAC Zone being used. Additional fees will be assessed for personnel requirements. AISD cost factor and personnel fees will be reviewed annually on a fiscal year basis.

Square footage cost factor for 2002-03 - .0010
Personnel cost rate for 2002-03 - \$ 20.00

FEEES FOR GROUPS THAT QUALIFY FOR USE OF BUILDINGS AND FACILITIES AT THE ACTUAL COST OF REIMBURSEMENT.

Fees for the usage of indoor facilities will be assessed based on the following formula:
(TOTAL SQ. FOOTAGE OF HVAC ZONE BEING USED X CURRENT AISD COST FACTOR).

The fee will be assessed from one hour before the official start time until the official end time of the event rounded up to the next whole hour. For multiple events occurring in the same facility, fees will be assessed for each separate HVAC Zone being used. Additional fees will be assessed for personnel requirements. AISD cost factor and personnel fees will be reviewed annually on a fiscal year basis.

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Square footage cost factor for 2007-08 - .003194
Personnel cost rate for 2007-08 - \$ 20.00

Fees for usage of **Baseball Fields** will be assessed as follows:

\$10.00 per hour per field

\$ 6.00 per hour for lights

Additional fees will be assessed for personnel requirements

Fees for **Jr. High School Football Fields** will be assessed as follows:

\$45.00 per hour per field

\$ 6.00 per hour for lights

Additional fees will be assessed for personnel requirements

Fees for **High School Football Fields** will be assessed as follows:

\$60.00 per hour per field

\$ 6.00 per hour for lights

Additional fees will be assessed for personnel requirements

Fees for **Track Events** will be assessed as follows:

\$60.00 per hour per field

\$ 6.00 per hour for lights

Additional fees will be assessed for personnel requirements

Concession Stands \$10.00 per hour

Must be approved by the building administrator

Fees for usage of **Tennis Courts** will be assessed as follows:

\$10.00 per hour per court

\$ 6.00 per hour for lights

Additional fees will be assessed for personnel requirements

Exception:

Tennis Court usage fees for the **Arlington Tennis Center** will be assessed as follows: \$25.00 per day per court

Arlington Tennis Center/Arlington ISD Reciprocal Agreement
September 27, 2005 – An agreement that permits the use of AISD Tennis Courts, for tournament play, at the same fee Arlington Tennis Center charges Arlington ISD.

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RENTAL RATES FOR
ORGANIZATIONS THAT
QUALIFY FOR PAYMENT
OF RENTAL AND
PERSONNEL FEES

AISD PROFESSIONAL DEVELOPMENT CENTER (PDC)	FEE
Grand Hall - minimum of four hours.	\$800.00
Additional time per hour or any fraction of an hour.	\$200.00
301A or 301B - minimum of four hours. (Each)	\$400.00
Additional time per hour or any fraction of an hour.	\$100.00
Lecture Hall 302- minimum of four hours.	\$250.00
Additional time per hour or any fraction of an hour.	\$ 60.00
Conference Rooms 401A, 401B, or 401C - minimum of four hours. (Each)	\$100.00
Additional time per hour or any fraction of an hour.	\$ 25.00
Conference Room 604 - minimum of four hours.	\$150.00
Additional time per hour or any fraction of an hour.	\$ 35.00
Conference Room 605 - minimum of four hours.	\$175.00
Additional time per hour or any fraction of an hour.	\$ 40.00
Conference Rooms 804A or 804B - minimum of four hours. (Each)	\$200.00
Additional time per hour or any fraction of an hour.	\$ 50.00

JUNIOR AND SENIOR HIGH SCHOOLS	FEE
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Auditorium - minimum of four hours.	\$700.00
Additional time per hour or any fraction of an hour.	\$170.00
Rehearsals and/or stage preparation are allowed with the rental of the auditorium on a per hour or any fraction of an hour basis.	\$170.00
Little Theater - minimum of four hours.	\$350.00
Additional time per hour or any fraction of an hour.	\$170.00
Rehearsals and/or stage preparation are allowed with the rental of the Little Theater on a per hour or any fraction of an hour basis.	\$170.00

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Cafeteria - minimum of four hours.	\$440.00
Additional time per hour or any fraction of an hour.	\$110.00
Kitchen - minimum of four hours.	\$300.00
Additional time per hour or any fraction of an hour.	\$100.00
Kitchen (for making and serving coffee) - minimum of two hrs.	\$ 80.00
Additional time per hour or any fraction of an hour.	\$ 40.00
Classroom - minimum of four hours.	\$160.00
Additional time per hour or any fraction of an hour.	\$ 40.00
Gymnasium(s) - minimum of four hours.	\$500.00
Additional time per hour or any fraction of an hour.	\$125.00
Wrestling Room - minimum of four hours.	\$500.00
Additional time per hour or any fraction of an hour.	\$125.00
Weight Rooms	– not available for rent
Football Fields	
Senior High Game and Practice Fields	– not available for rent
Junior High Practice Fields (Open only to non-organized events)	– not available for rent
Junior High Game Fields – 6 hour minimum	\$1500.00
Additional time per hour or any fraction of an hour.	\$ 300.00
(Managerial person required to open, monitor, & secure site.)	
Track and Field - Events and Practice - per hour	\$100.00
(Wilemon and Cravens Fields not available for rent.)	
Fields to be used determined by Administration	
(Managerial person required to open, monitor, & secure site.)	
Baseball Fields - per hour	\$100.00
(Managerial person required to open, monitor, & secure site.)	

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Softball Fields - per hour (Workman Complex not available for rent.) (Managerial person required to open, monitor, & secure site.)	\$100.00
Concession Stands - Per hour or any fraction of an hour.	\$ 20.00
Locker Rooms - minimum of four hours. Must be approved by the Director of Athletics. Additional time per hour or any fraction of an hour. (Managerial person required to open, monitor, & secure site.)	\$200.00 \$ 50.00
Tennis Courts - (AHS, BHS, Seguin) - per hour/per court Must be approved by the Director of Athletics (Managerial person required to open, monitor, provide lights where available & secure site.)	\$ 20.00

ELEMENTARY SCHOOLS	FEE
Cafetorium - minimum four hours. Additional time per hour or any fraction of an hour.	\$350.00 \$100.00
Kitchen - minimum four hours. Additional time per hour or any fraction of an hour.	\$300.00 \$100.00
Kitchen (for making and serving coffee) - minimum two hrs. Additional time per hour or any fraction of an hour.	\$ 80.00 \$ 40.00
Classroom - minimum four hours. Additional time per hour or any fraction of an hour.	\$160.00 \$ 40.00
Physical Education Building - minimum four hours. Additional time per hour or any fraction of an hour.	\$300.00 \$ 70.00
Personnel Requirements - per hour or any fraction of an hour. Personnel requirements are administrative and/or site based decisions.	\$ 30.00

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Parking Facilities - (Rental of Parking Lots only)

High School Lots -	\$60.00 per hour /not to exceed (per day)	\$360.00
Junior High School Lots -	\$50.00 per hour /not to exceed (per day)	\$300.00
Elementary School Lots -	\$50.00 per hour /not to exceed (per day)	\$300.00
Turning Point High School -	\$50.00 per hour /not to exceed (per day)	\$300.00
Turning Point Jr. High School -	\$50.00 per hour /not to exceed (per day)	\$300.00
Turning Point Elementary -	\$50.00 per hour /not to exceed (per day)	\$300.00
Administration Building -	\$50.00 per hour /not to exceed (per day)	\$300.00
All AISD Annex Buildings -	\$50.00 per hour /not to exceed (per day)	\$300.00