

COMMUNITY USE OF SCHOOL FACILITIES - REGULATIONS

1. Application for Use

- A. Applications for the use of RSU 9 facilities shall be obtained from Support Services.
- B. Application for the use of RSU 9 facilities must be made ten (10) days prior to the date of the proposed use of the building unless unusual circumstances exist.

2. Regulations

- A. Sunday activities held in RSU 9 facilities are discouraged.
- B. No alcoholic beverages shall be brought to or consumed in the buildings or on the grounds.
- C. Tobacco products, electronic nicotine devices, and other similar vaping devices are not allowed on school property;
- D. RSU 9 is not responsible for personal items which are lost or damaged during rental periods.
- E. Appropriate apparel shall be used, including gym shoes for indoor sports.
- F. Areas for the facilities to be used are limited to those areas defined in the application.
- G. Parking will be restricted to approved areas only.
- H. Additional rules may be imposed depending upon the nature of the activity.

3. Rental Fees

- A. Rental fees shall be reviewed and adjusted as appropriate.
 - i. Fee schedule will be reviewed annually.
 - ii. For a combination of facilities, special fees may be negotiated.
 - iii. Athletic field facilities fees will be based upon the estimated cost of care and utilities.
 - iv. The Bjorn Auditorium follows a fee schedule found in the Facilities Brochure.
- B. Other facilities to be determined at time of application.
 - i. Additional Rental Fees:
 - ii. Custodial fees may be charged for necessary custodial services (this will be defined at the time that the application is approved).
 - iii. Cafeteria staff fees may be charged for necessary cafeteria personnel services (this will be defined at the time that the application is approved).
- C. Additional charges may be assessed following the use of the building if it is necessary to do additional cleaning, maintenance or set-up.

Waiver and/or Reduction of Fees:

The above fees may be reduced if, in the opinion of RSU 9, the organization is educational in nature and/or is serving the interest of the youth of the various communities and/or is serving the cultural or civic interests of the citizens of the communities.

4. **Kitchen Cafeteria Use:**

- A. The School Nutrition Director shall be responsible to the Superintendent for the operation of the program, even though the facility functions under the responsibility of the Principal.
- B. When any outside group wishes to use a facilities kitchen the application shall be made to the RSU 9 Support Services office. This office is responsible for notifying the School Nutrition Director, and to coordinate the program request.
- C. The School Nutrition Director will work directly with the requesting party to assess the needs of the event and determine a fee for the kitchen use based on space and equipment needs. The cost of this staffing coverage will be billed to the person or group on a \$25.00 per hour basis with a minimum of 4 hours per event. Fees may be waived, adjusted up, or adjusted down at the discretion of the School Nutrition Director in consultation with the Operations Dept.

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