

Community Relations

USE OF FACILITIES

SP 1330.00

The County Superintendent wishes to make the County Office facility available to outside agencies provided that such use does not interfere with the regular business of the County Office. This includes community organizations whose meetings are for the discussion of matters of general public interest and groups whose focus is civic, charitable, literary, scientific, recreational, educational or public interest.

The County Superintendent assigns responsibility for developing and implementing procedures regarding the use of County Office facilities to the Associate and/or Assistant Superintendent.

The County Office may charge fees for facility use as authorized by the Education Code.

Facilities **may not** be used for any of the following activities:

1. Activities promulgating any theory or doctrine subversive to the laws of the United States, or any political subdivision thereof, advocating governmental change by violence.
2. Any activity that may violate the canons of good moral, manners or taste.
3. Any activity that may be injurious to the buildings, groups or equipment.
4. Any purpose in conflict with school activities.
5. Any activities which are discriminatory in the legal sense.
6. Commercial advertising, or fund-raising campaigns, except as permitted by County Board of Education policy or special action of the County Board of Education.
7. Any use by an individual or group for the commission of any crime or any act prohibited by law.
8. Any use which involves the possession, consumption, or sale of alcoholic beverages or any restricted substances on school property.

The County Superintendent or designee shall maintain application procedures and regulations of the use of school facilities which:

1. Encourage and assist groups desiring to use school facilities for approved activities.
2. Preserve order in school buildings and on school grounds, and protect school facilities. If necessary, a person may be designated to supervise this task.
3. Ensure that the use of facilities or grounds is consistent with the use of the school facilities or grounds for school purposes and does not interfere with the regular conduct of school work.

Elections

The County Superintendent authorizes the use of available County Office facilities for

polling places when specifically requested by the city or county clerk.

Civic Center Use

Subject to County Office policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes:

1. Public, literary, scientific, recreational, educational, or public agency meetings.
2. The discussion of matters of general or public interest.
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization which has no suitable meeting place for the conduct of the services.
4. Child care programs to provide supervision and activities for children of preschool and elementary school age.
5. The administration of examinations for the selection of personnel or the instruction of precinct Board members by public agencies.
6. Supervised recreational activities.
7. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.
8. Other purposes deemed appropriate by the Board.

Fair Rental Value

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meeting where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the districts students.

The County Office shall charge fair rental value for the temporary use of school facilities for conducting religious services when no other suitable facility exists.

Damage and Liability

Groups or persons using school facilities under the provisions of Board policy shall be liable for any property damages caused by the activity. The Board shall charge the amount necessary to repair the damages and may deny the group further use of school facilities.

Any group using school facilities shall be liable for any injuries resulting from its negligence during such use. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk.

Groups other than those that promote youth and school activities shall be required to include the district as additional insured on their liability policies.

The County Superintendent or designee may require a hold harmless agreement when warranted by the type of activity or the specific facility being used.

Application for Use of Facilities

All school-related activities (clubs, class events etc.) shall be given priority in the use of facilities under the Civic Center Act. Thereafter, the use of facilities shall be on a first-come, first-served basis.

Any persons, applying for the use of school property on behalf of any society, group, or organization shall present written authorization from the group to make the application.

Persons or organizations applying for the use of school facilities shall submit a statement of information indicating that the organization upholds the state and federal constitutions and does not intend to use school premises to commit unlawful acts.

Legal References:

Education Code, 40040, 40041, 40043

Civic Center Act

MENDOCINO COUNTY OFFICE OF EDUCATION

Date Adopted: 03/01/2003

Date Revised: