

Description of Groups Renting School Facilities

Web Site Quick Reference for Facility Rental Fees 7510a

School Groups

To be considered a school group, all fees charged for participation or attendance shall run through the school treasurer. The use of school facilities by organizations and groups within the school is encouraged. When these groups are using school facilities for approved activities, no rental or service charges need be made and no contractual agreement is necessary. If the school group engages in special activities requiring food service, kitchen staff charges will be billed to the group using the facility.

Certain groups are excluded from running their financials through the school treasurer. These groups are excluded because their sole purpose is to provide financial support to the school(s). school groups running through the school schools shall be made available to organizations such as P.T.O., L.P.O., Music Boosters, Athletic Boosters, and The Plymouth Alumni Association for regular meetings without charge. As long as the school principal or a designated member of his/her staff is in attendance, no custodial service is required. If the exclusion groups engage in special activities requiring food service, the normal service charges may be made.

School Related Groups

The use of school facilities by groups closely related to the schools in objectives, goals, and programs is encouraged. When these groups, such as 4-H, Campfire, Boy Scouts, Girl Scouts, use school facilities, the rental fee may be waived, depending on the activity. If custodial or food services are needed, the charges must be assessed. Groups renting outdoor fields must be charged a fee for grounds maintenance. Groups renting indoor facilities must be charged a utility fee. The determination of a school-related group shall be made by the principal using these guidelines.

To determine if the status exists for school coordinated youth feeder athletic teams to have their fees waived shall be made by the principal using the Administrative Guidelines and the following test. If the group fits into the Administrative Guidelines, and if the principal can answer "yes" to the question below, then the fees can be waived.

1. Does the PHS head coach of the sport in question coordinate the team(s) and assist in the assignment of the the coaches for the team(s)?

Certain groups are exempt from facility rental fees and other costs through Federal Legislation. Such designations must be verified by the Superintendent of Schools.

Non-school Related Groups

The use of school facilities by non-school related groups will require appropriate rental fees and all other appropriate costs designated in the Administrative Guideline's Schedule of Fees.

When rental by these groups is for the purpose of providing local or State public service information rental fees may be waived. ***An example would be the if the FOP were sponsoring a political debate for the public to attend.***

The use of school facilities by **religious organizations** will require appropriate rental fees, personnel fees, maintenance fees, and utility fees.

Special Status Groups

There exist within the school community several non-school related groups which qualify for "special" status and may have all or some fees waived. These "special" status are the result of negotiated services which exchanged between the rental group and the Corporation. This "special" status will be determined by the Superintendent after input from the school staff. The Superintendent's office will maintain a list of the organizations which have attained "special" status. ***Examples of Special Status Groups would include but are not limited to the following:***

Law Enforcement Agencies, Emergency Agencies, Special Olympics, LifePLex, Plymouth Youth Orchestra, The Boys and Girls Club, The Plymouth Parks Department, and Adult Basic Education.

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