



Responsible Office: Office of Operations, Department of Facilities Management

BOARD POLICY 7120

COMMUNITY USE OF SCHOOL BUILDINGS AND FACILITIES

PURPOSE

The Board of Trustees ("Board") encourages community use of school buildings and facilities and grounds for educational, recreational, civic and cultural activities. Such use shall be permitted so long as it does not conflict with the school's use of the school buildings and/or grounds for school purposes and activities, with state and federal laws, local ordinances, or with the proper care and maintenance of school buildings and facilities. This policy, and any associated governing documents, shall establish the guidelines to be followed related to community use of school facilities in the Washoe County School District ("District").

POLICY

1. Governing Principles

- a. The primary function of District facilities is to support instructional programming, to include student intra- and extra-curricular activities, District-recognized Athletics, and District-sanctioned Athletics.
- b. The District may permit, in its sole discretion, community use of school buildings and facilities provided that the safety and privacy of students, staff, and visitors is maintained and the use does not:
 - i. Interfere with Intra-curricular activities, extracurricular activities, District-recognized Athletics, and District-sanctioned Athletics;
 - ii. Result in an excessive cost to the District, particularly with regard to maintenance of school grounds and facilities;
 - iii. Interfere with the mission of the District.
- c. Authorization for use of school buildings and facilities by an external organization shall not be considered an endorsement or approval of the activity or organization nor for the purposes represented by the activity or organization.

2. Guiding Practices

- a. Consideration and approval to use school buildings and facilities is subject to specific terms and conditions. These include, but are not limited to:
 - i. The use does not interfere with the school program.
 - ii. The use is not for closed (as distinguished from open) political meetings.
 - iii. The use is not for any program or movement that advocates the overthrow of the government of the United States or any state government.
 - iv. The use is not for an illegal purpose.
 - v. The use complies with District policies and regulations, to include any governing documents which implement this policy.
 - vi. The use does not interfere with undergoing maintenance or renovation.
 - vii. The possession or use of alcohol or controlled substances on District property is prohibited. This includes events on District property that would typically include alcohol (e.g. wine tasting or "tailgate" activities).
 - viii. The use does not violate the District's bullying, harassment or discrimination policies. This includes providing access to facilities to individuals protected under District policies.
 - ix. A team of an external entity, which is neither District-sanctioned nor District-recognized, may not use a school's full name, logo, and mascot when such use would cause a reasonable person to infer District sponsorship of the team/activity/event, particularly when the participants of the external team/entity are like-aged as the students attending the school being used for the activity (i.e. a team of an external entity contains high school aged participants and such entity is using the full name, logo, mascot, and facility of a District high school).
 1. Such unauthorized use may result in denial of a use of facilities application or an existing agreement being deemed null and void.
 2. Organizations that are asked to cease use of the District logo, or a school name, logo, or mascot as of the date of

this policy may, upon request, be provided time to replace current or existing clothing/uniforms, equipment, informational materials, etc. without losing access to the use of District facilities.

- b. General
 - i. A non-profit organization which serves adults and children with disabilities or which provides programs for youth sports shall be granted the use of any athletic field at an elementary or middle school in the District, subject to field availability. Compliance with all other provisions of this policy and its accompanying regulation is required.
 - ii. Traveling youth groups may be permitted to use school facilities for dormitory purposes, provided that these groups are from a responsible, recognized school, service organization or recreational group that is non-profit and non-sectarian.
 - iii. The District reserves the right and authority to prohibit the use of its facilities for any approved applicant and its members, without prior notice and for any period of time in the event circumstances arise that may impact the health, safety or welfare of individuals in using the District's facilities. Such circumstances include, but are not limited to, infectious disease outbreaks, fire, flooding, severe weather conditions, poor air quality, hazardous materials spills, and/or building/facility integrity. The preceding list of possible circumstances is illustrative only and is not intended to be exhaustive.
- c. The Superintendent may create implementing regulation(s), and any other associated documents to establish the procedures related to requests for use of District/school buildings and facilities. This includes, but is not limited to:
 - i. Use of Facilities Application and Terms and Conditions. All applications for use of a District/school building or facility must acknowledge the terms and conditions of use and be submitted to the school principal who shall forward the application to the District's Housekeeping Division of the Department of Facilities Management.
 - ii. Rental rates, fees and costs. Rental rates, fees, and costs shall be established to take into account facility upkeep and maintenance

concerns, as well as the use of District staff such as custodians and groundskeepers.

- iii. Priority of Use. Intra-curricular activities, extracurricular activities, District-recognized Athletics, and/or District-sanctioned Activities shall have first right to use of facilities. A tiered system shall be maintained to clearly define priority of use.
- iv. Insurance requirements. All approved applicants shall, at the applicants' own cost, procure and maintain insurance against claims for injuries to persons or damages to property that may arise from or in connection with the applicants' operation and use of the facilities.

- d. Violation of the Terms and Conditions covered by any Board policy or administrative regulation of the District may result in the Facility Use Agreement being denied or deemed null and void.

DESIRED OUTCOMES

1. Through this policy, the Board recognizes:
 - a. Schools are often the center of local communities;
 - b. Schools should support youth educational opportunities outside of school hours; and
 - c. All educational programs shall have equitable facilities that are provided and maintained in a timely and cost efficient manner.

IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS

1. This policy reflects the goals of the District's Strategic Plan and the governing documents of the District, to include:
 - a. Administrative Regulation 7120, Community Use of School Facilities.
 - b. Board Policy 5300, Student Activities
 - c. Board Policy 5325, District-Recognized Activities
2. This policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. Chapter 388, System of Public Instruction
 - i. NRS 388.135, Bullying and Cyber-Bullying Prohibited

b. Chapter 393, School Property, and specifically:

i. NRS 393.071 – 393.0719, Use of School Property for Public Purposes

REVIEW AND REPORTING

1. This document shall be reviewed as part of the bi-annual review and reporting process, following each regular session of the Nevada Legislature. The Board of Trustees shall receive notification of any required changes to the policy as well as an audit of the accompanying governing documents.
2. Administrative regulations, and/or other associated documents, will be developed as necessary to implement this policy.

REVISION HISTORY

Date	Revision	Modification
11/11/1966	1.0	Adopted
5/28/1968 11/2/1976 6/14/1977 6/15/1982 1/14/1992 9/9/1997 12/18/2000 01/23/2001	2.0	Revisions
12/20/2011	3.0	Changed pursuant to the 2011 Legislative Session regarding use of facilities by youth sports organizations and organizations for disabled persons
5/7/2012	3.1	Changed from BOT-P085 to 7085, under the Office of Logistics and Operations
3/24/2015	4.0	Revised: Merged with Board Policy 1331.1; Formerly Board Policy 7087
10/11/2016	5.0	Revised: Added language related to violations of District policy, non-discrimination statement, and circumstances that would result in cancellation by the District.
6/26/2018	6.0	Revised: added language related to use of school names and logos; alcohol/weapons prohibited