

Proposed Revisions to Policy 5400

5400 – USE AND MAINTENANCE OF DISTRICT PROPERTY

5401 – RESPONSIBILITY FOR PROPERTY

The Superintendent of Schools or any district administrator designated by him/her shall be responsible for the general care and supervision of all district facilities. Such responsibility will include the maintenance, repair, cleanliness, safety, and functioning of all buildings, equipment, grounds and related facilities.

When school facilities are being used for a specific educational or other program, the person in charge of such program shall be charged with responsibility for the care of the facilities involved.

5402 – USE OF SCHOOL PROPERTY

When not in use for school purposes, the school buildings and the grounds connected therewith may be used for the following purposes, as prescribed by the Board:

- a) For the purpose of instruction in any branch of education, learning, or arts.
- b) For holding social, civic and recreational meeting and entertainment, and for other uses pertaining to the welfare of the community; but such meeting, entertainment and uses shall be non-exclusive and shall be open to the general public.
- c) For meetings, entertainment and occasions where admission fees are charged, when the proceeds thereof are to be expended for an educational or charitable purpose; but such use shall not be permitted if such meetings, entertainment and occasions are under the exclusive control, and the proceeds are to be applied for the benefit of a society, association or organization of a religious sect or denomination or of a fraternal, secret, or exclusive society or organization.

The district's school buildings and grounds are maintained primarily for the purpose of educating students within the district, and district uses take priority. Additionally, the Board of Education recognizes that the buildings and grounds are a potentially valuable revenue source and believes rental/usage fees should be charged to organizations that are not located in Island Park or do not have a majority of Island Park residents or students on its rolls and seek to use district facilities, e.g., auditorium, cafeteria, classroom, gymnasium, field, playground, conference center, etc. Public use of school facilities may take place during and after school hours on weekdays and on weekends only if, in the opinion of the Superintendent of Schools, the use will not be disruptive of normal school operations, extra-curricular activities, or recreation department programs and as long as custodians or other school personnel responsible for supervision, security, and/or clean-up are available.

The Superintendent of Schools shall establish procedures governing the use of district facilities, including the establishment of a fee schedule for outside organizations. Use of district facilities will be permitted only when the requesting organization completes the required forms with the Director of Recreation and provides the district timely evidence of adequate insurance coverage

(\$1,000,000 minimum) to save the district harmless from all liability, property damage, personal injury and medical claims, and expenses.

All approvals of the use of school buildings and grounds will be in accordance with procedures developed by the Superintendent of Schools.

5402.1 – Rules & Regulations for Parking Fields and Other Properties of the School District

1. Prohibitions:

- a) It shall be unlawful to park, let stand or to store any vehicle in a parking field of the Island Park School District other than while the owner or operator thereof is on official school or library business and only during the established hours of operation of the schools and/or libraries of the Island Park School District.
- b) It shall be unlawful to repair any vehicles or other items or equipment in or on any School District property, including the District's parking fields.
- c) It shall also be unlawful for the owner or operator of any vehicle to disobey any instructions, directions or time periods contained on any sign duly posted by the Island Park School District in any of its parking fields.

2. Exceptions:

Nothing herein contained shall be construed to prohibit the standing or parking of a vehicle in a District parking field by an owner or operator thereof who is:

- a) Engaging in authorized recreational activity at adjacent or nearby fields or playground areas, or
- b) Attending a meeting or function of an organization authorized to use a District facility during or after regular business hours of the District schools or libraries.

3. Penalties for Offenses:

Any person or persons, association or corporation committing an offense against these rules and regulations is guilty of a parking violation; any vehicle illegally parked is subject to being towed away at the owner's expense.

First Reading: May 21, 2012

Second Reading/Adoption: June 25, 2012