

7510 USE OF SCHOOL FACILITIES

The Board of Education will permit community use of the school facilities under the conditions permitted by law (N.J.S.A. 18:20-34). Such usage will normally be approved when it does not interfere with the educational or maintenance programs of the district. Priority shall be given to those requests received within the deadlines set forth on the facilities application. Priority shall also be given to organizations with a majority of Point Pleasant residents participating.

The school facilities will be made available, without charge for the following programs and/or meetings:

1. After-school activities sponsored by the district or the individual schools, such as intramural sports, dances, etc.;
2. Meetings pursuant to any contractual agreement with the employee bargaining units;
3. Meetings related to the district's school business;
4. Meetings and fundraising activities of the various PTO's and Booster Clubs of the district;
5. Classes sponsored by the district under Adult/Community Education programs;
6. Point Pleasant local community and civic groups which are non-profit, including but not limited to Boy and Girl Scouts, township recreation groups, and community athletic groups whose primary purpose is to serve the youth of Point Pleasant and who have greater than fifty percent of their participants who are residents of Point Pleasant will not be charged any facilities usage fees, unless such group is charging admission to the event for which they have requested use of school district facilities.

Any group which qualifies under paragraph 6. above may be required to provide proof that they are non-profit, as determined by either the New Jersey Division of Taxation or the Internal Revenue Service. Detailed rosters must be submitted with application and shall include name, address, grade level and school of all participants; and

7. Appointed or elected groups of the municipal government.



All organizations shall be required to pay fees for personnel costs. These costs must be paid in advance, three days prior to the event.

Approved organizations, other than those stipulated in paragraph 1. through 7. above, shall pay the Board at the approved rates.

Rental fees shall be charged to any for-profit or private group including any local organization that will be using the facilities to host other teams outside of town for a tournament, or competition and/or where admission or participation fees will be charged.

Any group that will be charging a fee to attend a camp shall be charged all applicable fees including but not limited to rental and custodial fees.

A \$500.00 deposit for damages or additional assessments will be required as a condition of approval to use facilities to groups who are not exempt.

As a prerequisite for approval of any use of school facilities by any organization, that organization must designate a member as the person responsible for the conduct of the organization's activity while on school premises and insure that all requirements placed upon the organization are in compliance.

The district shall hold the individual signing the facilities application personally responsible as well as the organization for adherence to all the rules governing such use, including providing proper supervision as well as financially responsible for any and all fees and assessments related to any such related use of school facilities. The acknowledgment of this responsibility will be made part of the signed Facilities Use Application.

It is the responsibility of the outside organization requesting the use of school facilities to inspect the facilities prior to every use and report any noted damages immediately to the facility secretary at 732-701-1900, ext. 2227. In order to avoid any improper assessment, these damages must be reported prior to the organization's use of the facilities.

It is the Board's desire that the school building not be used on Sundays or holidays. Usage of facilities shall be contingent on availability of required staff. However, those organizations that have previously been granted Sunday usage will continue to be approved.

Also, the Board, being fully aware of the religious needs of a growing community in which the established churches do not necessarily represent all the denominations in the country, will consider applications from such groups on a temporary basis. The application must include realistic plans for the early acquisition of a religious facility outside of the schools. To insure that the Board of Education, as an agency of the State, does not subsidize any religious group, a fair-rental cost shall be assessed, such cost to be competitive with fair rental costs as might be obtained for similar facilities on the open market.



The School Business Administrator/Board Secretary shall establish a list of costs for the use of the facilities. These Board-approved costs shall constitute standard fees for the use of the facilities when charges are to be assessed. The School Business Administrator/Board Secretary shall annually review these costs to insure that any salary or other cost increases are reflected in these charges for the ensuing year, as it is the desire of the Board that these facilities be made available to the public in such a manner that the district neither makes a profit nor suffers a loss.

As a condition for using the facilities, the using organization shall be required to furnish liability insurance naming the Point Pleasant Board of Education as an additional insured in the amount required to cover the risks of the activity whenever the organization members are present in the facility. The Certificate of Insurance must accompany the application.

Unless otherwise proved by the Board of Education, all activities must terminate by 10:00 p.m. to allow the custodial staff to perform building maintenance and cleaning.

The School Business Administrator/Board Secretary shall monitor the use of the facilities. Any abuse of the privilege of using the facilities, including, but not limited to, damage done to the facilities or demonstration of lack of proper supervision, shall result in immediate termination of the use of school facilities.

The Superintendent of Schools or the School Business Administrator/Board Secretary is authorized to approve all such uses, reporting such approval to the Board at the next public meeting.

No outside organization using school facilities shall make direct payment to district personnel. All payments, including personnel costs, shall be made to the Board of Education.

If a group is invoiced for additional services or assessments (such as damages, lights, etc.), said group will not be approved for continued or future use until the amount owed is paid in full.

N.J.S.A. 18A:20-20; 18A:20-34

Adopted: October 27, 2008
 May 26, 2009

