

SCHOOL DISTRICT OF THE MENOMONIE AREA

830

USE OF SCHOOL BUILDINGS

[Reference 830-Exhibit(2)]

1. Each Priority Group (per Policy 830-Exhibit(1)) shall be required to supply, at no cost to the district, a responsible school district employee as supervisor responsible for well-being of facility and equipment and safety of its occupants, except that such groups may use elementary gymnasiums under the supervision of a responsible adult not an employee of the district. In the absence of such person, or if in the estimation of the building administrator additional supervision is necessary, an additional charge of \$35 per hour shall be made for each employee assigned as supervisor.
2. A minimum of two district-employed lifeguards shall be on duty in the swimming pool for use by all groups except district instructional, district athletic, and city instructional programs and except that a minimum of one district-employed lifeguard shall be on duty for city recreation competitive swim programs. If, in the estimation of the building administrator, additional guards are needed for an activity, the sponsoring groups shall be charged an additional \$10 per hour per guard.
3. If, in the estimation of the building administrator, additional supervision or cleaning is needed, the sponsoring group shall be charged an additional \$35 for each hour of supervision or custodian services provided.
4. Groups may be double-assigned at the discretion of the building administrator to maximize use of facility. If double-assigned, the facility charge shall be shared.
5. Use of alcoholic beverages or other controlled substances is prohibited on district property. Use of food and nonalcoholic drink is prohibited in pool, fieldhouse, high school gymnasiums, auditorium and all secondary classrooms, subject to the following exceptions: (a) family and consumer education food laboratories; (b) day-long swim meets and all-night lock-ins; (c) use of nonalcoholic beverages dispensed from the pool/fieldhouse vending machine shall be permitted in a designated area of the pool/fieldhouse; and (d) prohibition may be specifically lifted by the principal.
6. A minimum of one trained supervisor shall be on duty in the weight-training room for use by all groups.
7. Use of school facilities by other agencies for educational purposes may be determined by separate contract.
8. Any private group or business, which benefits financially through use of district facilities, no matter by whom sponsored, shall be charged as a Priority 3 Group.
9. Any group using or renting school property will be responsible for proper control and liable for any damage. School-sponsored organizations are under the direct supervision of the district and are covered by the district's regular insurance policies. Non-school-sponsored organizations operate independent of the district. The Board of Education reserves the right, through the district

administrator or designee, to require a certificate of insurance to verify coverage due to the nature of a proposed use. When requested, a certificate of insurance must be attached to the rental agreement upon signing. The minimum acceptable policy limit is \$1,000,000.00 and the district must be named as an additional insured covered by the policy.

The applicant shall assume responsibility for and compensate for any damage done to buildings, sites, or equipment during the period of usage; to indemnify and to forever hold harmless the Board of Education and its officers, agents, and employees from any and all claims of whatsoever kind, nature, or description arising out of the use of any of the school facilities controlled by said board, pursuant to the foregoing application of any modification thereof, except as may result from the sole negligence or willful misconduct of the School District of the Menomonie Area Board of Education and its officers, agents, and employees.

10. Building administrators are responsible for the building of which they are in charge and for its appropriate use. When the building administrator is not present for building supervision, he/she must clearly establish through a written contract with whom responsibility is definitely placed.
11. Children under eight years of age must be accompanied by a parent or guardian during public use of the pool/fieldhouse. Children under grade seven must be accompanied by a parent or guardian in the weight room during open public use.
12. The School District of the Menomonie Area, in the interest of the wellness of its employees, encourages the use of district facilities for wellness activities. The use of such areas, including the pool/fieldhouse, gymnasium, and fitness center, shall be open to all employees (including substitute employees who worked at least 30 days in the current or prior school year) and their immediate families at no fee during open rec hours. All children of employees past the age of high school graduation will be charged at the appropriate rates.
13. Wage rates will be reviewed and revised as necessary relative to prevailing wage/fringe benefit rates.

REF: 830-Exhibit(1), Building Use Application/Contract (available online only)
830-Exhibit(2), Schedule Priority Use and Charges

ADOPTED: April 6, 1999

REVISED: November 11, 2002
May 9, 2005
September 12, 2005
May 14, 2007
March 7, 2011
November 14, 2016
June 10, 2019

/s/James Swanson
Clerk