



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 Board Policy shall establish the guidelines to be followed related to community use of school facilities in the Washoe County School District (District).

POLICY

1. 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.
2. The District may permit, in its sole discretion, community use of school buildings and facilities provided that the safety and privacy of students, employees, and visitors is maintained and the use does not:
 - a. Interfere with Intra-curricular activities, extracurricular activities, District-recognized Athletics, and District-sanctioned Athletics;
 - b. Result in an excessive cost to the District, particularly regarding maintenance of school grounds and facilities; and/or
 - c. Interfere with the mission of the District.
3. 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.
4. Consideration and approval to use school buildings and facilities is subject to specific terms and conditions. These include, but are not limited to:
 - a. The use does not interfere with the school program;
 - b. The use is not for closed (as distinguished from open) political meetings;

- c. The use is not for any program or movement that advocates the overthrow of the government of the United States or any state government;
 - d. The use is not for an illegal purpose;
 - e. The use complies with District policies and regulations, to include any governing documents which implement this Board Policy;
 - f. The use does not interfere with undergoing maintenance or renovation;
 - g. 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);
 - h. 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;
 - i. 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);
 - i. Such unauthorized use may result in denial of a use of facilities application or an existing agreement being deemed null and void; and
 - ii. Organizations that are asked to cease use of the District logo, or a school name, logo, or mascot as of the date of this Board 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.
5. General
- a. 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 Board Policy and its accompanying regulation is required;

- b. 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; and
 - c. 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.
6. The Board hereby directs the Superintendent to adopt an Administrative Regulation to implement and maintain the purpose of this Board Policy. The Superintendent shall include in the Administrative Regulation the following provisions:
 - a. 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;
 - b. Rental rates, fees, and costs. Rental rates, fees, and costs shall be established to account for facility upkeep and maintenance concerns as well as the use of District employees such as custodians and groundskeepers;
 - c. 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; and
 - d. 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.
7. Violation of the Terms and Conditions covered by any Board Policy, Administrative Regulation, or the Facility Use Agreement may result in the Facility Use Agreement being voided by the District without notice or denied in the future.

LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS

1. This Board Policy reflects the goals of the District’s Strategic Plan and aligns/complies with the governing documents of the District, to include:
 - a. Board Policy 5300, Student Activities; and
 - b. Board Policy 5325, District-Recognized Activities.

2. This Board Policy complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. NRS Chapter 388, System of Public Instruction;
 - i. NRS 388.135, Bullying and Cyber-Bullying Prohibited; and
 - b. NRS Chapter 393, School Property, and specifically:
 - i. NRS 393.071 – 393.0719, Use of School Property for Public Purposes.

REVISION HISTORY

Date	Revision	Modification
11/11/1966	1.0	Adopted
05/28/1968 11/02/1976 06/14/1977 06/15/1982 01/14/1992 09/09/1997 12/18/2000 01/23/2001	2.0	Revisions
12/20/2011	3.0	Revised: Changed pursuant to the 2011 Legislative Session regarding use of facilities by youth sports organizations and organizations for disabled persons
05/7/2012	3.1	Revised: Changed from BOT-P085 to 7085, under the Office of Logistics and Operations
03/24/2015	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.

06/26/2018	6.0	Revised: Added language related to use of school names and logos; alcohol/weapons prohibited
07/26/2022	7.0	Revised: Update format, deletion of unnecessary language that is no longer relevant, clarify language related to NRS and NAC