

K-1650 © KF
COMMUNITY USE OF
SCHOOL FACILITIES

Leasing (renting)

The mission of the District is to provide comprehensive, success-oriented learning activities for young people in our schools.

These opportunities must be designed to develop the person's potential in the areas of academic ability and vocational awareness, cultural appreciation, physical well-being, social development, and community contribution.

The District may lease school facilities and property ~~may be leased~~ to a group or organization for any lawful purpose in the interest of the community. All requests for the use of District facilities shall be submitted to the District Office using the District-approved Facility Use Agreement and any lessee must comply with the terms of such Facility Use Agreement and other terms as the District may require. Approval of the use of any District facilities lies within the sole and absolute discretion of the District, which is under no obligation to approve any application, even if properly submitted. The District Office shall coordinate review with the appropriate school administrator, Operations Department, and other District departments as necessary before approval or denial is issued. The purposes include, but are not limited to, success-oriented activities, designed to develop a student's potential, but may include other purposes such as:

D	recreational,	D	scientific,
D	educational,	D	social,
D	political,	D	religious,
D	economic,	D	other civic,
D	artistic,	D	or governmental.
D	moral,		

When multiple requests exist for the same facility, priority shall be given in the following order:

1. District instructional and extracurricular activities
2. School-sponsored organizations and activities
3. District-approved support organizations
4. Government agencies
5. Nonprofit community organizations
6. Commercial organizations

A reasonable use fee shall be charged for the lease of school facilities and property for all of those that meet the above criterion and this fee may be offset by goods contributed or services rendered by the lessee. "Reasonable use fee" means an amount that is at least equal to the cost for utilities, services, supplies or personnel provided to the lessee pursuant to the terms of the lease and wear and tear on the facilities.

Uncompensated Use

The Superintendent may permit the uncompensated use of facilities and property by any school related group, including student political organizations, or by any organization whose membership is open to the public and whose activities promote the educational function of the District. "Education function" means uses that are directly related to the educational mission of the District as adopted by the Board and includes the educational mission related uses of parent - teacher organizations, youth organizations and school employee organizations. Use of facilities or property by organizations indicated above that will require a substantial District cost for utilities, services, supplies and/or personnel may be permitted only if goods contributed, services rendered or payments are made to reimburse these costs to the District.

The Superintendent shall require the person requesting the use of school property for a nonscholastic youth activity to sign a certification that the nonscholastic youth athletic activity will follow the brain injury protocols established pursuant to 22-13-31.1 NMSA 1978 in practice or preparation for an organized athletic game or competition against another team, club or entity before approval of use of the school property.

The mission statement found at the beginning of this policy and the group's or organization's promotion of the educational function through the activity, as interpreted by the Superintendent in good faith, will be the basis upon which uncompensated use of District facilities and property shall be approved or denied.

Generally

The Superintendent shall recommend a fee schedule to the Board for the lease of school property and such schedule shall include a procedure for determining the value of goods and services being provided as compensation for the use of school property. The schedule shall include a designation of those groups whose activities promote the educational function of the School District as determined in good faith by the Superintendent and presented for Board review.

Property not associated with the use of facilities is covered in section E of the policy manual (see cross referenced policies below). The District will use its best efforts to avoid conflicts with approved use of the facilities and property but no lease or use provision shall be effective if the administrator of the facility finds that it would cause delay, cancellation, or rescheduling of a school-sponsored activity.

The Superintendent shall establish such rules and regulations as are needed to implement this policy as well as to assure the preservation of District property.

Adopted: August 17, 2017

LEGAL REF.: [22-5-4\(D\) NMSA \(1978\)](#) [22-13-31.1 NMSA \(1978\)](#)
6.50.17 NMAC

CROSS REF.: [A - Board Member Qualifications](#) [AC - Non - Discrimination / Equal Opportunity](#)
EDC - Authorized Use of School - Owned Materials and Equipment

