



**LAKE BLUFF
SCHOOLS**
DISTRICT 65

TO: Board of Education
Dr. Lisa Leali, Superintendent

FROM: Jay Kahn, Director of Finance and Operations/CSBO

DATE: January 21, 2025

RE: 2025-26 Facility Usage Fees

Background

As a way to promote the philosophy that the buildings are community resources, administration recommends the Board keep the facility usage fees the same as the prior year, as outlined below.

Current recommendation

Building rental fees are not a significant source of District revenue. The building is primarily used by community groups which fall into categories A, B & C (below).

Administration recommends maintaining the rate of \$75/hr for Group D and the pass-through cost of custodian overtime of \$47/hr.

Depending on the type of organization that is submitting an application, a rental fee may be charged for the use of a District facility. Charges for use of the buildings are based on the following four (4) categories:

- A) School district affiliated groups (approved student organizations, PTOs, Alliance, etc.)
- B) Community groups, youth groups, organizations serving our students (scouts, little league, etc.)
- C) Non-profit organizations including churches, government entities, and 501(c)(3) organizations serving the local community
- D) For profit groups that do not meet the criteria for Category B, and any event by a non-school affiliated group which charges admission or has a fundraising purpose.

Rental Fee

Group A, B & C – no charge

Group D – \$75 per hour

Pass-through of incremental costs

Groups B, C & D

Use which requires custodian overtime will be charged a rate which approximates the actual costs to the District for the additional personnel - \$42/hr per custodian.

The hourly cost of the custodian will be calculated from the time the custodian arrives to prepare the location until the cleanup is complete.

Alignment with Board Policy

This recommendation supports Board policy 8:20 – Community Use of District Facilities.