

Southfield Public Schools  
Regular Board Meeting

**REPORT NAME:** Community Use of Schools Fee Schedule for FY 2022-2023

**FOR:** Action

**APPLICABLE LAW AND/OR POLICY:**

**STRATEGIC GOAL ALIGNMENT:**

**STRATEGIC OBJECTIVE ALIGNMENT:** Through collective responsibility, establish a physical and operational environment of safety, cleanliness, innovative spaces and high expectations, partnering with parents, families, community and industry to ensure the highest level of performance by all stakeholders.

**FISCAL FUND IMPACT:** N/A

**IMPACT AMOUNT:** N/A

**MEETING TYPE:** Special School Board Meeting

**EXECUTIVE SUMMARY/BACKGROUND:** Prior to 2020 and the pandemic, there was demand for community use of its school buildings and grounds. Traditional examples of community use included schools serving as polling locations on Election Day, schools allowing local sports leagues to use courts or fields, nonprofit organizations providing before/after-school programming, and schools opening the athletic fields on weekends for informal use. Schools receive a wide range of requests from private-sector entities to rent school spaces for uses that do often not involve children or youth, such as the use of parking lots for event parking, fundraisers by outside groups, and for-profit events such as professional seminars.

One of the primary obstacles limiting joint use is the lack of sufficient operating and capital funding to cover such use. The costs of more intensive use of public-school facilities include: additional custodial materials and staff time; increased security costs and equipment; additional utility costs; and in some cases, extended hours for principals or other supervisory personnel. Again, not unlike many school districts intensifying the use of facilities also has capital-funding implications, and school districts typically face severe capital-funding shortfalls and have long lists of unfunded maintenance needs.

Therefore, the proposed fee schedule for community use of schools’ fees for external users is to help defray some of the extended operating costs for district schools and will cover the cost of contracted personnel to help facilitate use of the facilities by the community.

Historically, Southfield Public Schools (SPS), like many districts, allows for use of its classrooms, gymnasiums, and outdoor facilities to external groups, but similar to other districts, SPS has struggled to apply use fees consistently, fairly and equitably; the fee schedule consisted of limited rates for district amenities:

Football Fields/Stadium/Track	\$150.00 per hour
Classrooms HS	\$ 35.00 per hour
Gymnasium	\$150.00 per hour
Auditorium	\$150.00 per hour
Swimming Pool	\$150.00 per hour
Cafeteria	\$ 75.00 per hour (SHSAT) and \$35.00 per hour (SL)

The proposed fee schedule will address more of the district’s amenities that are rented and provide for an increase in rates that will account for increase costs for supplies and personnel that are obligations of the district regardless of the end user.

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**COST BENEFIT ANALYSIS:** To increase consistency and transparency, the district proposes the following fee schedule. SPS recognizes that some permits produce educational or civic outcomes while others create profit for an individual or groups. This fee schedule accounts for such instances.

**Proposed Fee Schedule FY 2022-2023**

Elementary School Buildings			Description
Rooms/Outdoor Fields	External Non-District User	Hourly/Flat Rate	
Classroom	\$50.00	Per Hour	Seating less than 30 seats
Gym Elem.	\$55.00	Per Hour	
Cafeteria Elem.	\$20.00	Per Hour	Excludes Kitchen
Media Center Elem.	\$25.00	Per Hour	Excludes Computer Lab
Kitchen Elem.	\$50.00	Per Hour	Additional cost for Kitchen Personnel
Baseball Field Elem.	\$25.00	Per Hour	Excludes Equipment
Parking Lot Elem.	\$100.00	Flat Rate	

Middle School Buildings			Description
Rooms/Outdoor Fields	External Non-District User	Hourly/Flat Rate	
Classroom	\$50.00	Per Hour	Seating less than 30 seats
Gym M.S.	\$75.00	Per Hour	Excludes Locker Rooms
Cafeteria M.S.	\$40.00	Per Hour	Excludes Kitchen
Media Center M.S.	\$25.00	Per Hour	Excludes Computer Lab
Kitchen M.S.	\$50.00	Per Hour	Additional cost for Kitchen Personnel
Soccer/Football Field M.S.	\$50.00	Per Hour	Excludes equipment
Baseball Field	\$40.00	Per Hour	Excludes Equipment
Parking Lot M.S.	\$150.00	Flat Rate	

High School Buildings			Description
Rooms/Outdoor Fields	External Non-District User	Hourly/Flat Rate	
Classroom	\$50.00	Per Hour	Seating less than 30 seats
Main Gym H.S.	\$150.00	Per Hour	Excludes Locker Rooms
Aux Gym H.S.	\$75.00	Per Hour	Excludes Locker Rooms
Cafeteria H.S.	\$50.00	Per Hour	Excludes Kitchen
Media Center H.S.	\$25.00	Per Hour	Excludes Computer Lab
Kitchen H.S.	\$50.00	Per Hour	Additional Cost for Kitchen Personnel
Large Conference Room	\$75.00	Per Hour	Seating is less than 50 includes projector and screen
Auditorium H.S.	\$130.00	Per Hour	Seating Capacity SHSAT (897)/SL (654)
Baseball Field H.S.	\$50.00	Per Hour	Excludes Equipment
Tennis Courts	\$25.00	Per Hour	
Soccer/Football Field H.S.	\$150.00	Per Hour	Additional Cost for Custodial Personnel
Track H.S.	\$150.00	Per Hour	
Parking Lot H.S.	\$200.00	Flat Rate	

Other Applicable Fees		
Other Costs	External Non-District User	Hourly/Flat Rate
Security Officer	\$35.00	Per Hour/Per Person
Custodian	\$40.00	Per Hour/Per Person
Kitchen Manager	\$25.00	Per Hour/Per Person
<i>Minimum of 3 hour rental rate</i>		

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**RECOMMENDATION:** The Superintendent recommends that the School Board approve the recommended Fee Schedule for Community Use of Schools for FY 2022-2023.

**IMPACT IF NOT APPROVED:** If the School Board does not approve the District to assess the recommended fees for FY 2022-2023, it will continue to assess the prior fees for use and limited rentals to the amenities aligned to the fees.

**NEXT STEPS IF APPROVED:** If the School Board approves the district's proposed fee schedule, it will publish this fee schedule on its website for public awareness and assess the fees accordingly.