



**NORTH SLOPE BOROUGH SCHOOL DISTRICT**  
**MEMORANDUM**

**TO:** Nancy Rock, President  
Members of the School Board <sup>DS</sup>  
**THROUGH:** Rich Carlson, Superintendent <sup>DS</sup>  
**FROM:** Craig Jones, Director of Maintenance & Operations <sup>DS</sup>  
**DATE:** January 7, 2022  
**SUBJECT:** District Facility Use

**Memo No: SB22-124**  
(Discussion Item)

**NSBSD 2020-2025 Strategic Plan Goal:**

- 2.0 Community Engagement: Foster collective responsibility, commitment, and trust between the school and community.
- 2.1 Communication: Advance on-going 2-way communication, participation and interaction within the school and between the school and community, building the bridge of trust.
- 2.2 Community in the School: Include Elders, parents, and community members in school academics and activities and utilize community resources and expertise in learning.
- 4.0 Financial & Operational Stewardship: Effectively employ our operational and financial resources to support our strategic goals and long-term stability of the district.
- 4.1 Facilities: Establish safe, modern, and high-performing learning facilities.
- 4.2 Financial Stewardship: Ensure financial management based on what is best for our students.

**NSBSD Policy Manual Reference:**

- Board Policy 0430, Community School Program
- Board Policy 1330, Use of School Facilities
- Administrative Regulation 1330, Use of School Facilities

**Issue Summary:**

This is a work session discussion item to review the list of organizations exempt or charged for use of school facilities. The list provided below is currently used to determine which organization is provided free use of district facilities. This includes Celebrations of Life or funerals or Emergency Response facilities when no funding is available to reimburse the District the actual costs of providing the facility. If a requesting organization is not listed, staff work to determine which listed organization is most similar in structure and program to the one not listed to determine whether a charge should be levied or not. This list has been utilized and maintained for over twenty years.

As mentioned in BP 0430, the School Board recognizes the importance of extending the use of school facilities and equipment for purposes of providing educational, cultural, social, and recreational services to the community. Board Policy and Administrative Regulation 1330 establishes reasonable and impartial use these facilities.

**Background:**

Any use of District Facilities comes with an associated cost. The great majority of these costs are planned and budgeted in the District's budget that is adopted annually by the Board of Education. While the Board of Education is diligent and thorough in its review of the District's Budget the Board could never anticipate the extent of potential requests for free use of District Facilities. Therefore; it cannot budget the maintenance cost for free use of the facilities. Budgets being what they are, only those events that are scheduled and for which facility use is budgeted can be conducted without a facility use cost. The exception to this is when District facilities are provided in response to an emergency event or traditionally provided for a ceremony such as a funeral or celebration of life.

Most organizations could reasonably be expected to request use of District facilities at no charge especially because most organizations have a community betterment purpose; However, the fact is that there is a direct unbudgeted cost to the District for non-scheduled use of District facilities and staff needs guidance as to which organizations and types of organization are not to be charged.

<b>Non-District/School</b>		<b>Use Charge</b>	
<b>Organization</b>	<b>Usage Type</b>	<b>Yes</b>	<b>No</b>
ASRC	Annual Meetings	X	
UIC	Annual Meetings	X	
BEUCI	Annual Meetings	X	
ASCG	Meetings	X	
ASNA	Annual Meetings	X	
Rotary Club	Meetings	X	
NSB All Departments	Community Events & Meetings		X
IHLC	Community Events & Meetings		X
Iñisagvik College	Annual Meetings	X	
Native Village of Barrow	Community Events & Meetings	X	
Boynton's Printing	Meeting & Training	X	
City of Barrow	Little Dribblers Program		X
City of Barrow	Annual Meetings	X	
AEWC	Annual Meetings	X	
BRW Hockey & Curling Assoc.	Meetings	X	
Piquniq	Meeting & Training	X	
Booster Club	Meetings		X
Petroleum Industry	Meetings	X	
Church Groups	Meetings	X	
NSBSD Sponsored Events	Elder/Youth Conference, Etc...		X
School Fundraising Functions	Meetings, Fund Raising Activities		X
	Funerals or Celebrations of Life		X
	*Emergency Response Facility		X
*Emergency Response facilities when no funding is available to reimburse the District the actual costs of providing the facility.			