

**BEMIDJI AREA SCHOOLS  
BEMIDJI, MINNESOTA**

**DATE: FEBRUARY 26, 2024**

**TO: BOARD OF EDUCATION, ISD #31**

**FROM: ASHLEY EASTRIDGE, CPA, DIRECTOR OF BUSINESS SERVICES**

**SUBJECT: SECOND READING AND ADOPTION OF REVISED POLICY SBR  
600-30-1: FACILITY AND EQUIPMENT USE POLICY**

**COMMENTS:**

In June of 2021 the facilities use policy was revised in its entirety to reflect the District's current practices at that time, better define the different tier groups, address personnel fees and slightly increase the facilities and equipment fees to be more in line with our peer districts. Now that the policy has been in place for a couple of years, we revised policy 600-30-1: Facility and Equipment Use to make minor changes to address or clarify certain areas that have experienced confusion and some general cleanup.

We received input from several different staff members across the District including, principals, secretaries, athletic directors, broadcast & auditorium technician, plant operations and our safety manager.

This policy was reviewed by the policy committee and is recommended for approval.