



NORTH SLOPE BOROUGH SCHOOL DISTRICT
M E M O R A N D U M

TO: Robyn Burke
Members of the School Board

THROUGH: David Vadiveloo, Superintendent DSV

FROM: Steve Cropsey, Director of Maintenance & Operations SC

DATE: October 9, 2023

SUBJECT: District Facility Use

Memo No: SB24-049
(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 organizations are 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.

Per 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 of these facilities.

However, the District is required to exercise sound fiscal oversight of its facilities and the reality of shrinking revenues and growing inflation means a balance needs to be found to ensure maintenance costs for operations do not exceed budgetary constraints.

Background:

The current administration is thankful for community activities that are particularly directed to the growth and development of our students, providing needed activities for their social, emotional and physical wellbeing. The administration is also grateful to those members of the community who volunteer their time to support, facilitate and oversee these events.

In addition, the 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.

While the District would like to provide free use to all organizations who have a community betterment purpose, the reality of shrinking revenues and inflation means that the direct unbudgeted cost to the District for non-scheduled use of District facilities and staff needs to be considered when determining which organizations are not to be charged.

The M&O Department has drawn attention to the following unbudgeted costs in relation to no-charge facility use:

- Labor costs per hour including security and maintenance: \$85/hour
- Any additional labor and equipment costs for use of the kitchen facilities
- Power and energy costs: approximately \$600/hour for the entire building.
- Associated costs of wear and tear on facilities

Our District is committed to accountability and transparency for the funding it receives. We also believe the public should be aware of the 'hidden costs' that the District carries when requests are made to utilize facilities outside school hours for unbudgeted activities that don't carry a charge.

Noting that these are costs the Administration carries, the Superintendent has nonetheless worked with M&O to expand the free usage list to include the following for FY24 with a further review to be conducted into costs for the FY25 school year:

Clubs or activities that are not the recipient of regular funding or revenues, whose purpose is directed solely to serving school age students, and who are facilitated and run by volunteers.

The Administration notes that the availability of facilities will not be guaranteed to these clubs or activities and will be contingent on the understanding that in order to be granted free usage the clubs or activities must comply with a number of requirements, including the following: a) adequate adult supervision of school age children on a ratio of 1 adult per 8 children b) cleaning as directed by the plant manager or M&O department c) no use of kitchen or kitchen facilities unless a separate agreement is entered into to pay for these services d) warranties and undertakings in relation to participant use and/or damage caused to the facility by participants during use.

Non-District/School		Use Charge	
Organization	Usage Type	Yes	No
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
I̱isagvik 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	
Piquiniq	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	Emergency Response facilities when no funding is available to reimburse the District the actual costs of providing the facility.		X
<i>*Unfunded, volunteer groups serving school age children only</i>	<i>Regularly scheduled activity or club for school age children only</i>		X

*this is a new usage category being proposed by the Administration

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