

# APPENDIX B

## USE OF ATHLETIC FIELDS/OUTSIDE FACILITIES

### **A. General Conditions.**

- a. Under normal circumstances, outdoor facilities such as tennis, outdoor basketball and volleyball courts cannot be reserved. Contracts may be issued to groups for organized activities during specific recreational seasons. Separate Intergovernmental Agreements (IGA) with Park Districts and/or contracts with community organizations may be in force for the scheduled priority or exclusive use of certain outdoor facilities. Priority scheduling of outdoor facilities shall be given to SD308 programs, programs with IGA's in force, and/or community organizations with contracts in place. All organizations using school fields or outside facilities shall be subject to the terms and conditions set forth in Appendix C and staff and/or rental fees as determined by their classification.

### **B. Commercial Use of Grounds. When commercial enterprises request to use school grounds**

- a. Other than facilities listed in previous rate schedule to film advertisements, or for other business or promotional purposes, a contract must be written and normal procedures followed, including insurance liability certificates. The flat-rate fee for such use is \$500.00 for each three (3) hour period in addition to any personnel or equipment uses that may apply.

### **C. Terms and Conditions-Outside Facilities**

- a. The Renter shall properly prepare and maintain playing fields and related facilities during the period of their use.
- b. The Renter shall return the fields and facilities to the same condition as found at the end of the rental period.
- c. It shall be the judgment of the Site Administrator and/or the Director of Buildings and Grounds as to whether damages or maintenance was not completed by the renter.
- d. Any work required to restore damage to outdoor athletic fields/facilities caused by the renter shall be performed by the District and costs associated with those repairs billed back to the renter.
- e. The Renter shall supervise both its own persons and all other persons in attendance at rental activities, and provide adequate adult leadership for children and adults in the areas used, including but not limited to parking lots and immediately surrounding areas.
- f. The Renter shall police the premises during and following usage periods, and all rented areas shall be cleaned up by the organization, or fees paid for District personnel to do so.

- g. Preparation of fields for renters program shall be the responsibility of the renter unless an IGA or contract exists. In those cases, the terms of the agreement will be followed.
- h. Renter programs shall not interfere in any way with any SD308 program at the site.
- i. No modification shall be made of the school premises without the approval of the Superintendent. All modifications are subject to the terms of Board of Education Policy 8:150, Improvement to School Sites or School Facilities. Any approved permanent modifications shall become the property of the District.
- j. The Renter shall have no authority or jurisdiction over District property, or improvements, except to police these premises during the time of renter's activities.
- k. All activities shall terminate at or before 10 p.m., and field lights, if in use, shall be turned off not later than 10 p.m. No inning of a baseball game shall be started after 9:30 p.m.
- l. Only authorized adults shall be allowed in press boxes or on photography platforms.
- m. Public address systems, when used, shall be operated at a volume low enough to avoid disturbance of households in areas adjacent to the premises used.
- n. Concessions stands shall not be opened for operation other than at times and dates when games are played. Concession stand and equipment use is subject to fees in accordance with the organizations Classification. No glass containers or other breakable articles shall be dispensed at concessions stands.
- o. The District reserves the right to re-schedule any or all facilities rentals. If re-scheduling is required, a building representative will contact the renter via email and/or phone call.
- p. The District reserves the right to terminate a rental contract upon notice if the renter has violated any of the terms and conditions contained herein, or has in any way abused the privilege granted in using school facilities.
- q. Building administration and grounds/custodial staff members of the rented site have sole discretion to cancel and/or postpone field events due to weather concerns or field conditions. Participant safety and facility preservation are at the forefront of these decisions.
- r. All other rules and regulations of the District pertaining to rental contracts for the use of school facilities as set forth in the Rules, Regulations and Fees for Rental of School Property shall apply to a contract for outside facilities, and are binding on the renter.

**D. Tournaments**

- a. All fields: Weekend Tournament Fees (1-4 hour blocks)
- b. Friday           \$90.00
- c. Saturday       \$190.00
- d. Sunday          \$190.00