

Community Use of NWBOCES Facilities

The NWBOCES facilities are provided by the member district in order that the youth of the NWBOCES may receive the best and most sound educational program. NWBOCES facilities should not be used for personal or commercial activities, but instead the use of the facilities should demonstrate a benefit to the organization.

To accomplish this objective, when possible, use of the facilities should be for student-related activities which are educational, recreational, and/or cultural.

Community-based programs may be assessed appropriate use of a facility and shall also pay the full hourly rate of an employee required to be in attendance or to clean up after utilizing the facilities. Any requests for use of facilities on a continuing basis will be periodically reviewed. No application shall be valid for more than one (1) year. In the case of a request for an activity or performance where more than one performance or presentation will be presented within a period of one week, the request for use of the facilities should specify that more than one performance or presentation will be held, the times of the performance and meetings, and the days during the week when it will be held.

Usage of NWBOCES facilities may be restricted to groups within the NWBOCES catchment area. The Board of Trustees of NWBOCES reserves the right to make final decisions concerning the use of facilities.

The Board may require the renting organization to assume liability for injury or damage to individuals or property and indemnify and hold harmless the Board, the employees of the NWBOCES organization from any loss or damage. The Board may

request proof of liability insurance. The person, organization requesting use of NWBOCES facilities shall comply with fire and safety regulations. In addition, groups or persons using NWBOCES facilities shall comply with all NWBOCES regulations specifically including, but not limited to, NWBOCES regulations preventing use or possession of tobacco, alcohol, drugs, and weapons while on NWBOCES premises.

Permission for use of NWBOCES facilities does not constitute NWBOCES endorsement of any organization, the beliefs of any organization or group, nor the expression of any opinion regarding nomination, retention, election or defeat of any candidate, or the expression of any opinion as to the passage or defeat of any measure.

The Administrative Director or his/her designee shall be responsible for approving or disapproving requests for use of NWBOCES facilities under their supervision. A "Request for Use of NWBOCES Facilities" form must be filled out by the authorized representative of the organization requesting use of the building and approved by the Administrative Director or his/her designee as part of each request.

Individual groups and organizations using NWBOCES facilities shall be responsible to clean up and leave the facility in the same condition that it was prior to use. Supervisors or their designee will be responsible for the condition of the facility both before and after its use. Failure to clean up after use may result in denial of further use.

Consumable supplies and materials are not available for general use. School lunch commodities may not be donated or sold to the public.

Video, computer, electronic, sound or other technical equipment shall not be utilized outside of the NWBOCES facilities without written authorization from the Administrative Director. Such equipment shall be utilized only on school premises when operated by knowledgeable and trained personnel. All such use shall be specifically approved by the Administrative Director prior to use.

3009a

Revised 8-28-02
Revised 7-25-12
Revised 7-27-16

and an additional charge may be assessed for the use of such when deemed appropriate by the Administrative Director designee.

Because the facilities are funded by taxpayer dollars for-profit businesses, corporations, organizations or persons be permitted to utilize the NWBOCES facilities for business

Permission to utilize facilities on school holidays employees are not available to open up buildings, etc. may In the event it is necessary to pay any employee overtime or due to holidays, weekend use, or after normal work hours additional fee may be charged.

The Board reserves the right to refuse approval or to and all permits issued for the use of NWBOCES buildings facilities when it is deemed that such action is necessary best interests of NWBOCES.

3009b

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Community Use of NW BOCES Facilities

RESPONSIBILITY FOR FACILITY CARE

All persons and groups using or renting NWBOCES premises shall assume responsibility for all damage that occurs to property or premises are being used or rented. The user shall pay the costs that may be incurred by NWBOCES in making needed repairs and replacements. The user shall indemnify and hold the NWBOCES harmless from any injury or property damage resulting from or arising out of the use of NWBOCES facilities by persons or organizations.

SCHEDULE OF RENTAL CHARGES FOR USE OF NWBOCES FACILITIES

Class I:

Student organizations, classes, clubs, teacher organizations, affiliated parent organizations, such as PTA and other organizations, the community college and/or community district or similar organizations having a direct connection to education. When these groups are sponsoring activities for which admission is charged, as well as any NWBOCES sponsored activities (elections, council meetings, etc.).

No rental fee.

Charges may be assessed for custodial and/or staff services upon the nature and time of the event.

Class II:

Civic clubs, charitable and character-building organizations, organized non-profit groups, which are conducting meetings devoted to community education and/or child education for which admission is charged but not including religious or organizations desiring to use the facilities for church services, with religious education.

Rental rate:

See attached fee schedule (Policy 3009-R2).

3009-R

All rental charges set forth in Policy 3009-R2 are for facility and payment of utilities only. Costs for custodi and/or other special personnel shall be charged at the necessary to compensate those individuals at their regular in addition to the rental fee.

ALL NWBOCES ACTIVITIES SHALL HAVE PRECEDENCE OVER ANY OTHE THE SCHEDULED USE OF FACILITIES.

ALL RENTALS WILL BE SUBJECT TO PRIOR APPROVAL OF THE ADM DIRECTOR OR HIS/HER DESIGNEE.

3009-R1

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Facility Use Fees

Team Meeting Area/ Conference Room	\$50.00 per day
Gym	\$50.00 per day
Cottage A, B, or C	Deposit \$500.00 \$500.00 per month rent - day use \$300.00 per month utilities; plus
Cottage A, B, or C	Deposit \$500.00 \$1,200.00 per month - total use \$300.00 per month utilities; plus
Apartment	\$650.00 per month (utilities incl
Commons Building	\$450.00 per month (utilities incl

3009-R2

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