

 <b>Tucson, Arizona</b>  <b>GOVERNING BOARD POLICY</b>	POLICY TITLE: Community Use of School Facilities
	POLICY CODE: KF

### **Leasing (renting)**

School facilities and property may be leased to any person group or organization for any lawful purpose in the interest of the community. A reasonable use fee shall be charged for the lease of school facilities and property and this fee may be offset by goods contributed or services rendered by the lessee. “Reasonable use fee” means an amount that is at least equal to the cost for utilities, services, supplies or personnel provided to the lessee pursuant to the terms of the lease.

Arizona Revised Statute §15-1105 allows a school district to lease buildings and grounds to individuals, groups, or organizations for any lawful purpose, except as provided in section §15-511 Use of School District Resources or Employees to Influence Election; Prohibition.

The District reserves the right to review and deny use of facilities for events that may not be in accordance with restrictions listed in Governing Board Policy KFA, Public Conduct on School Property and KI, Visitors to Schools, or when facilities may not be in full compliance for public use or when the renter has special requirements the District cannot reasonably accommodate. The District does not discriminate on the basis of race, color, national origin, sex, religion, disability or age in how it responds to requests from groups or individuals to hold events on District Property or in any of the restrictions it imposes on such events.

### **Generally**

The Superintendent may permit the uncompensated use of facilities and property by any school related group, including student political organizations, or by any organization whose membership is open to the public and whose activities promote the educational function of the District. “Educational function” means uses that are directly related to the educational mission of the District as adopted by the Board and includes the educational mission of the District as adopted by the Board and includes the educational mission related uses of parent-teacher organizations, youth organizations and school employee organizations. Use of facilities or property by organizations indicated above that will require a substantial District cost for utilities, services, supplies and/or personnel may be permitted only if goods contributed, services rendered or payments are made to reimburse these costs to the District.

The Superintendent shall recommend a fee schedule to the Board for the lease of school property. Such schedule shall include a procedure for determining the value of goods and services being provided as compensation for the use of school property. The schedule shall include a designation of those groups whose activities promote the educational function of the School District as determined in good faith by the Superintendent.

The Governing Board has designated the Rentals Office to negotiate and ensure that appropriate documentation is prepared including the following:

1. The lessee of District facilities must sign a Rental Agreement and furnish the Rentals Office with a duly signed original Certificate of Insurance reflecting adequate liability coverage naming the District as an additional insured.
2. The lessee of school facilities must affirm knowledge of and enforce the requirements and restrictions set out in Chapter 28.1 of A.R.S. Title 36 related to medical marijuana.
3. The lessee of school facilities to be used for athletic activities must confirm knowledge of and compliance with the requirements and restrictions for such use as set out in Board Policy JJIB.

These documents should be on file at least one week in advance of the rental and no District facility will be made available until these forms are properly executed and delivered.

Adopted: August 16, 1960  
Revised: December 17, 1963  
Revised: February 16, 1971  
Revised: February 21, 1995  
Revised: May 13, 2003 (To new policy format 5-21-04; Lead Dept. corrected 10-6-04)  
Reviewed: June 27, 2006  
Reviewed: September 11, 2007 (Lead Dept. corrected 7/3/2006)  
Reviewed: June 10, 2008  
Reviewed: December 9, 2008 [Corrected review date only 3-28-12]  
Revised: December 11, 2012

**Legal Ref:** A.R.S. 15-511, 15-1105, 15-1141 to 15-1143, 16-411  
36-2801 *et seq.*, Arizona Medical Marijuana Act

**Cross Ref:** A – District Mission, Vision, Strategic Priorities and Values  
AC - Nondiscrimination  
EDC - Authorized Use of School-Owned Materials and Equipment  
KFA – Public Conduct on School Property