

**USE OF SCHOOL FACILITIES**

While Oklahoma City Public Schools primary purpose is educating students within the district, the Board of Education recognizes that the buildings and its equipment, grounds, and transportation are a valuable community resource and believes that this resource should be available to the community for specific uses that do not interfere with educational activities. Therefore, school facilities may be made available for use by individuals, groups of individuals or responsible organizations; such use shall not interfere with the regular program of the schools.

The Oklahoma City Public School Board authorizes the Superintendent or designee to establish an administrative process for the use of district facilities, property and transportation. Such procedures may include, but is not limited to the following:

- A. Schedule of fees to be determined by costs incurred as a result of using a district facility, equipment and fair market value. Schedule fees shall be reviewed annually.
- B. Fees pertaining to additional manpower, including security staff and custodians.
- C. Requirements for general liability insurance and providing proof of insurance.
- D. Use of school equipment requested in conjunction with facility use.
- E. Financial liability for and damage to facilities and/or equipment used.
- F. Security and safety plans including proper supervision during use.
- G. Before and after school activities.