

The following rules and regulations are effective until such time as they are changed in accordance with Board Policy:

- ~~1. The principal is responsible for scheduling use of school facilities. A school function shall take priority over any other event.~~
- ~~2. A Facility Use Application (KG-E) must be completed and signed by a representative of the using organization and the principal. One copy of the form is for the user and one copy is for school files.~~
- ~~3. Checks for payment of fees are to be made payable to the school.~~
- ~~4. The user will be responsible for leaving the facility clean and in good order. If facilities are not clean and in good order, the user may be charged a clean-up fee.~~
- ~~5. Use of tobacco shall not be permitted in any school facility.~~
- ~~6. There shall be no alcoholic or intoxicating beverages or drugs, including narcotic drugs or any controlled substance as defined by the North Carolina Controlled Substance Act, brought to or consumed on Transylvania County Schools educational property.~~
- ~~7. The principal or his designee must approve any changes to facilities and/or equipment, including decorations and scenery.~~
- ~~8. Neither the school nor the Board of Education shall be held responsible for property stored in school facilities.~~
- ~~9. The applicant is held responsible for maintaining order and may be required to furnish security (such as personnel approved by the Transylvania County Sheriff's Department or the Brevard Police Department).~~
- ~~10. Electrical connections must be approved by the principal/designee.~~
- ~~11. Applicants for use of school facilities shall hold the Transylvania County Board of Education and its employees free and without harm from any loss or damage liability or expense that may arise during or be caused in any way by such use or occupancy of school facilities.~~
- ~~12. Any facility used by the applicant will be examined after use. Any loss or damage will be the responsibility of the user.~~
- ~~13. The principal may rescind the contract for reasonable cause.~~

- ~~—14. All reservations should be made at least two weeks in advance.~~
- ~~—15. One or more cafeteria staff members shall be present when a school kitchen is used and shall be compensated at a rate of at least \$8.00 per hour.~~
- ~~—16. The applicant shall be provided a list of approved site supervisors. It will be the responsibility of the applicant, prior to completing the application, to arrange for a site supervisor. The site supervisor shall be named and agreed upon when the application is approved. The site supervisor shall be compensated at a rate of at least \$8.00 per hour.~~
- ~~—17. The site supervisor shall be responsible for opening the facility, supervising the activity, checking the area for cleanliness and possible damage, and securing the facility at the conclusion of the activity.~~

AGREEMENT

~~The Transylvania County Department of Parks and Recreation will not be charged a fee to use the Transylvania County School facilities unless levels of use significantly increase beyond the existing agreement. The Director of Parks and Recreation and the Director of Business Services for Transylvania County Schools will meet annually to review this reciprocal agreement and the services provided by each agency.~~

FEE SCHEDULE

~~Schedule I — Non profit groups for educational, cultural, civic, social, recreational and community service functions (non fund raising).~~

~~Schedule II — Profit making organizations and non profit groups for fund raising purposes. (The use of facilities by profit making organizations shall be limited to community service activities, as determined by the Superintendent.)~~

~~All fees are per day except gymnasium fees. A deposit may be required by the principal for certain events.~~

Facility	Schedule I	Schedule II
Auditorium	\$50.00	\$100.00
Gymnasium	\$7.50 per hour	\$15.00 per hour (Minimum — 4 hours)
Cafeteria	\$40.00*	\$75.00*
Cafeteria and Kitchen	\$50.00*	\$75.00*
Stadium	Daytime — \$50.00 Nighttime — Negotiable	Daytime — \$100.00 Nighttime — Negotiable
Playing Field, Parking Lot	No Charge	\$50.00
Other Room (Classroom size)	\$20.00	\$35.00
Special Area	Negotiable	Negotiable

~~*1/2 to School Food Service~~

~~APPROVED BY BOARD
AND EFFECTIVE 8/7/79
REVISED 11/20/95~~