

EDWARDS-KNOX CENTRAL SCHOOL

Contingency Budget Building Use Fees

Edwards-Knox School's indoor and outdoor facilities are designed primarily for use by Edwards-Knox School programming. In the event that there is additional time(s) available, the facilities may be approved for rental following the facility fee schedule identified below:

	Adult Organizations and Out of District Groups	EKCS Staff-Sponsored Activities	EKCS Student Groups
Auditorium & Cafeteria	\$20 for the first hour. \$5 per hour after that.	No charge for EKCS students.	No charge
Swimming Pool	\$50 per hour which includes two life guards. (** See below bullets)	Cost of Life Guards	Cost of Life Guards
All other locations inside the building	\$15 for the first hour per location. \$3 per hour after that per location. All non-resident adults are charged \$2 per day.	No charge for EKCS students. All non-resident students are charged \$2 per day.	No charge
Outside playing fields	No Charge unless a special request is made for mowing, lining the field, etc. Fee for special request is \$50 per field.	No charge for EKCS students. All non-resident students are charged \$2 per day. Fee for special request is \$50 per field.	No charge Fee for special request is \$50 per field.

- Facilities may only be reserved during normal operating hours, as these may change with the season please call to check the schedule before completing the appropriate paperwork. Facility requests for times/days (i.e. weekends) outside of the normal hours will be considered when special circumstances arise for particular groups. These requests must have authorization and approval from the Superintendent of Schools and may require additional fees for building security and/or custodial needs.
- Insurance requirements for all facilities will be determined at the time of each request.
- ** Lifeguards must be provided by the district. Two lifeguards (minimum) are required per event. If any additional lifeguards are required due to the number of participants they will be paid at the Board approved hourly rate and the group will be charged the additional cost.
- Any damages caused by outside groups to the facility, equipment, etc., will be charged back to the group for appropriate damage or replacement fees. No future use will be allowed pending a review with the district's designee.
- Additional charges may apply if additional equipment is necessary, such as scoreboards, tables, chairs, or other equipment.
- Kitchens must be operated by District food service personnel; additional charges apply.

EDWARDS-KNOX CENTRAL SCHOOL

Contingency Budget Building Use Fees

Edwards-Knox School's indoor and outdoor facilities are designed primarily for use by Edwards-Knox School programming. In the event that there is additional time(s) available, the facilities may be approved for rental following the facility fee schedule identified below:

- All fees must be paid at the time of the submission of the Building Use Form to the Business Office.

The building use fees review committee has made the following suggestions regarding the fees that were adopted by the Board of Education previously:

1. All EKCS student groups should not be charged for any activities they are organizing and participating in, ie. Craft fair fund-raiser, dance, cancer volleyball tournament, etc.
2. All EKCS students who participate in activities that are primarily for EK students, sponsored by EKCS staff, should not be charged a fee but any non-resident students who also participate in these activities should be charged \$2 per day, ie. Open gym, summer sports camps, etc. Full rosters of students who are registered and the school district they attend would need to be submitted for documentation to the school prior to the event.
3. All other groups that choose to use the building, except in the auditorium and the swimming pool, should be charged \$15 per hour for the first hour and \$3 per hour after that. Any portion of an hour is charged the full price of that hour. (We did not discuss a group using multiple locations and how they should be charged, ie. Each gym at the same time, or the media center and the gym. Our conversations were always under the assumption they were in one space.)
4. The cost of using the auditorium is \$20 for the first hour and \$5 per hour after that.
5. The swimming pool would be \$50 per hour with two life guards included for that price. The rate does not decrease for additional hours.
6. There would be no charge for use of the athletic fields unless there was a request for additional mowing to be completed, which would be a \$50 fee for each field.