

Facility Use Fee Schedule

Scheduling precedence shall be given to groups in order of their numbered classification (see Facility Use Classification Schedule) and date of receipt of written application by the Superintendent. Rental charges shall be levied on the following basis:

Group 1 – No fee

Group 2 – No fee when used on an admission-free basis on school nights. No fee when used outside of the regular school calendar or on weekends if agreed upon by group and athletic director in conjunction with set up, clean up and nominal supervision is provided by district staff.

Group 3 – See Table of Charges. Fee to cover lights, heat, etc. when used on an admission – free basis outside the normal school day hours.

Group 4 - See Table of Charges. Nominal fee to cover lights, heat, etc. when used on an admission – free basis outside the normal school day hours.

All charges shall exclude the charges for services of special school personnel such as custodians and supervisors who are required for the facilities used. These charges will be in addition to the rental/use fee. The need for such special personnel shall be determined at the time of written application. Use of the kitchens and/or cooking equipment is specifically prohibited without a regular school cook on duty unless approved by the Superintendent with concurrence of the food service department.

Appropriate school personnel must be present at all times facilities are in use, unless approved by the Superintendent. If such service is voluntary, no fee for that service will be assessed. Custodial fees (including supervision, if necessary) will be assessed at the current rate plus benefits and overtime pay, if applicable.

Table of Charges for Use of Facilities

*Based on each 3-hour increment on time.

Facility	Group 3 Use*	Group 4 Use* (Rental Fees Plus)
Individual Weight Room/Gym Access	\$50	N/A
Career Center	\$50	10% of gross/\$100 minimum
Multi-Purpose w/o Kitchen Use	\$50	10% of gross/\$150 minimum
Multi-Purpose with Kitchen Use	\$100	10% of gross/\$300 minimum
Main Gymnasium	\$50	10% of gross/\$200 minimum
Classroom	\$25	10% of gross/\$50 minimum
Sport Field	\$25	10% of gross/\$100 minimum
Commons Area	\$25	10% of gross/\$100 minimum
Kitchen	\$50	10% of gross/\$150 minimum

Facility Use Classification Schedule

Community groups within the Waterville School District shall be permitted to use all facilities for worthwhile purposes when such users will not interfere with the school program. In order to carry out this service to the best interest of the whole community, organizations seeking use of the Waterville School District Facilities have been divided in to categories as follows:

Group 1	Allied School Groups
	This includes Associated Student Body, curricular and extracurricular student groups, local non-profit organizations whose main purpose is to support educational programs and activities for students in our district. The group would include parent/teacher organizations, school booster groups and other school related groups.
Group 2	Youth Groups/ Local Adult Non-Profit Groups
	These are general, civic and non-profit in nature and their primary reason for existence is the betterment of children, the community, and the state. This group would include service clubs, church-related youth groups, Boy Scouts, Girl Scouts, Campfire Girls, local youth athletic team organizations and local adult non-profit athletic groups. For small groups events held during regular business hours, certain fees may be waived at district discretion. Local government agencies using district facilities during normal business hours are included in the group.
Group 3	Non-Commercial Groups
	Groups that have as their primary focus the needs of the youth and adults of the community. Includes adult organizations with a non-profit status; adult activities sponsored by governmental agencies; youth groups that cannot demonstrate a non-profit status; or youth groups which otherwise do not qualify under Class 1 or 2. Examples: City Parks and Recreation adult programs, community clubs, adult United Way programs, League of Women Voters, chamber of commerce, service clubs, political organizations, social gatherings, class reunions, senior citizen groups, religious organizations, homeowners associations, political groups, labor groups/organizations, and non-local education associations.
Group 4	Commercial Groups and Other Functions
	Groups which are not included in Class 1, Class 2, or Class 3 as defined above. Includes organizations that charge admission and/or participation fees and/or have as a purpose the generation of income for the host group or individual(s). Examples: commercial or private gain activities such as private tutoring, art classes, karate or fencing class, private sports clinics, psychic fairs, investment/financial services; for-profit presentations; insurance/TSA informational meetings; business corporations events; wedding receptions and private parties (except for class reunions – see Class 3).