

**SCHOOL DISTRICT OF WAUZEKA-STEUBEN**  
**USE OF SCHOOL FACILITIES AND GROUNDS**

The Board of Education of the School District of Wauzeka-Steuben recognizes that the building and grounds are a District resource. Our intent is to make our facilities available for District residents to use subject to administrative approval and the following guidelines:

1. Any keys are to be picked up between 8:00 a.m. and 4:00 p.m. in the main office by one of the adults in charge of the portion of the building rented.
2. Security Deposit: \$100.00 for the Doll Gym; \$50.00 for other rooms. These are subject to the rules printed by the District.
3. Dinner and Reception (5 hours or less) - \$75.00
4. Private party or organization meeting in any room will be charged at a rate of: \$10.00 first hour, \$5.00 for each succeeding hour, with \$20.00 minimum. Starting and ending time must be furnished.
5. Church and organization dinners if admission is charged - \$25.00.
6. Church and organization dinners for membership only - \$10.00.
7. School connected organizations (FFA, FCCLA, etc.) – no charge.
8. Non-school connected youth organizations for students of the school district (Girl Scouts, 4-H, Cub Scouts, etc.) will not be charged. If extra cleanup required, there will be a \$10 minimum charge.
9. Event in gym charged at an hourly rate: \$10.00 for first hour; \$5.00 for each succeeding hour. Starting and ending time must be furnished. The school accepts no responsibility for unsupervised spectators at these events.
10. An organized adult team from the District may use the gym one night per week at the same rate charged for other gym events when the gym is available. Usual charges will prevail when admission is charged.
11. Open gym use is based upon availability and shall not be charged provided it is open to any District resident.

Note: All building usage requests need to be completed, submitted, and approved by administration.

**Adoption Date:** pre 1976

**Date Revised:** 10/17/1983; 10/17/1989/ 3/17/1992; 10/19/1992; 4/20/1998; 3/17/2014

**Date Reviewed:**