

Policy

USE OF SCHOOL FACILITIES

The district facilities belong to the community, which paid for them for the primary purpose of offering a full educational program for its children. Prudent use and management of school facilities outside of the regular operating schedules--providing that such use does not interfere with the orderly conduct of a thorough and efficient system of education--allows the community to benefit more broadly from the use of its own property.

The board will permit the use of school facilities when such permission has been requested in writing and has been approved by the chief school administrator for:

- A. Uses and groups directly related to the school and the operations of the school;
- B. Uses and organizations indirectly related to the school;
- C. Departments or agencies of the municipal government;
- D. Other governmental agencies;
- E. Community organizations formed for religious, charitable, civic or educational purposes; and
- F. Individuals for purposes that are consistent with the board's educational mission.

The use of school facilities shall not be granted for the advantage of any commercial or profit-making organization unless the board determines, in its sole discretion, that the organization's activities directly benefit the members of the district. Additionally, the use of school facilities shall not be granted for any purpose which is prohibited by law.

In the event the chief school administrator deems it advisable, any application may be submitted to the board of education for action.

The chief school administrator or board of education may refuse to grant the use of a school building, however such refusal may not be arbitrary, capricious, or unreasonable.

Smoking is prohibited at all times in/on any district building or on school grounds. Smoking means ingesting the smoke or vapor of a cigar, cigarette, pipe, electronic smoking device or any other matter or substance which contains tobacco or any prohibited substance. Use of chewing tobacco is also specifically prohibited by this policy. The chief school administrator shall prepare and the board shall adopt regulations prohibiting smoking in all district buildings and on school grounds and vehicles. Additionally, no one may bring alcoholic beverages onto any school property. Students and district employees who violate the provisions of this policy shall be subject to appropriate disciplinary and criminal measures. All facilities use shall comply with state and local fire, health, safety and police regulations.

The buildings shall not be available for community use during holidays, vacation periods, or times that school is not in session.

Use of school equipment in conjunction with the use of school facilities must be specifically requested in writing and may be granted by the procedure by which permission to use facilities is granted. The user of school equipment must accept liability for any damage to or loss of such equipment that occurs while it is in use.

The board reserves to itself the power to approve or deny the use of school facilities by non-school

Use Of School Facilities (continued)

organizations for whose activities an admission charge is made.

All facility use shall comply with state and local fire, health, safety and police regulations. The principal of each school building is authorized to report violations, in accordance with law, to the West Long Branch Board of Health.

Non-school groups who wish to use the school facilities must make formal application to the chief school administrator's office.

Use of district equipment on the premises by non-school personnel is limited to the equipment that is an integral part of the facility being used, i.e., the stage lights and piano in the auditorium, the basketball baskets in the gym. Non-school groups must accept liability for any damage to or loss of such equipment that occurs while it is in use. Where rules so specify, no item of equipment may be used except by a qualified operator. No district equipment shall be removed from the premises.

A responsible employee of the board, as designated by the chief school administrator, is required to be on the premises while school buildings are in use. Non-school groups will be required to reimburse the board for the cost of any additional custodial services incurred by the board as a result of such use. Payment of school employee will be physically made by the district and the user will be invoiced by the district.

Any use of school facilities that requires entry into the kitchen area of the cafeteria will require the presence of a member of the food service staff. Arrangements for scheduling and payment should be made by contacting the cafeteria manager.

The board shall require that all users of school facilities comply with policies of this board and the rules and regulations of this district. Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by such rules.

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity, person, group or organization nor the purposes they represent.

Political Activity

Candidates for elective public office, holders of elected public office or their agent or representative are prohibited from soliciting campaign contributions on school property. No person shall make contributions, directly or indirectly, to or on behalf of any candidate for elective public office, or the candidate committee or joint candidates committee of any such candidate, while on school property.

This shall not apply to persons or groups reserving or renting school property for a nongovernmental purpose as a meeting location.

Any person in violation of this policy may be reported to the Election Law Enforcement Commission and liable to a penalty of not less than \$5000, for each violation.

Adopted: November 19, 1963

Amended: March 21, 1972

Amended: October 27, 1977

Amended: August 18, 1987

Amended: January 17, 1995

Amended: October 20, 1997

Amended: May 15, 2001

Use Of School Facilities (continued)

Amended: March 18, 2003
 Reviewed: June 15, 2005
 Revised: November 27, 2007
 Reviewed: June 8, 2009
 Revised: March 22, 2011
 Revised: May 29, 2012
 Revised: , 2013
 NJSBA Review/Update: November 2014
 Readopted:

Key Words

Use of School Facilities, Use of School Equipment, District Facilities, Facilities Equipment

Legal References: N.J.S.A. 2C:33-16 Alcoholic beverages; bringing or possession on school property by person of legal age; penalty
N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:20-34 Use of schoolhouse and grounds for various purposes
N.J.S.A. 19:44A-19.1 Solicitation on state owned property prohibited; certain circumstances
N.J.S.A. 26:3D-55 et seq. New Jersey Smoke-Free Air Act
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.A.C. 6A:26-12.2(a)4 Policies and procedures for school facility operation
 20 U.S.C.A. 4071 – 4074 – Equal Access Act
 GOALS 2000: Educate America Act (Pro Children Act of 1994), Pub. L. 103-227
No Child Left Behind Act of 2001, Pub. L. 107-110, 20 U.S.C.A. 6301 et seq.
Resnick v. East Brunswick Twp. Bd. of Ed., 77 N.J. 88 (1978)
Boy Scouts of America v. Dale, 120 S.Ct. 2446 (2000)
Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001)

Possible

Cross References: *1230 School-connected organizations
 *3514 Equipment
 *3515 Smoking prohibition
 *5131.1 Harassment, intimidation and bullying
 *6145 Extracurricular activities

*Indicates policy is included in the Critical Policy Reference Manual.