

## Extended Community Use of District Facilities

1. The District may exercise its discretion to allow more extended and frequent uses of its facilities at a special reduced fee for the categories of users set forth in procedure 4260.1P (Community Use of District Facilities). For these users, the District may allow extended use of District facilities. The District, in its sole discretion, shall determine whether such extended uses under this procedure will be allowed at all, will be continued, and/or will be terminated at any time for any reason or no reason.
2. For the purpose of this procedure, an extended use of District facilities is generally defined as: *the pre-scheduled use of six or more classrooms or other in-building spaces in a single District school or facility at least once each week throughout at least a six-calendar-month period.* Such use is not allowed during periods when District-sponsored programs need the space nor during the school day.
3. Extended community users of District facilities may be granted a reduction in the fee amounts established in Procedure 4260.1P for casual use of District facilities, provided that the users agree to conform to the provisions of District Policy 4260 and the non-fee provisions of District Procedure 4260.1P and agree to enter into special extended-use agreements of no more than a twelve-month duration.
4. All components of the fees schedule for extended use of District facilities apply to those extended uses of District facilities which meet the requirements of paragraphs 1 through 3 above. The total fee price for extended uses of District facilities will include all of the following subtotals:
  - 4.1 Hourly Site-Supervision-and-Cleanup Fees =  $[(dollars\ per\ hour) \times (hour\ used\ per\ year)]$
  - 4.2 Hourly Room Fees =  $[(dollars\ per\ hour) \times (rooms\ per\ day) \times (days\ used\ per\ year)]$  (on a sliding scale with first hours at higher rate)
  - 4.3 Annual Room Fees =  $[(dollars\ per\ room) \times (room\ used\ per\ year)]$
5. The above fee components and rates to be charged will be reviewed annually for possible adjustment using estimates of prior year-end operating information as well as information related to overall District program needs. In all cases the District reserves the right to annually adjust fee rates for extended users of District facilities.

Year-end operating information to be considered in the annual review of fee components and rates will include but not be limited to the following:

- expenditures for utilities and property insurance,
- an assumed operating year of 365 days,
- the latest Districtwide useable floor area, and
- the latest count of useable school-site rooms.

6. The requirements contained in this Procedure are in addition to those contained in Procedure 4260.1P, which continue to apply.

**Adoption Date: 01 September 1999**  
**Bellevue School District**  
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