

SUBJECT: Use of School Facilities: Fee Schedule

Organizations not exempted by the Superintendent will be charged the following fees for the use of Lansing Central Schools. Any Organization that charges a fee is not exempt from building use fees except for organizations deemed "Community Partners" by the Superintendent of Schools. All Town of Lansing Recreation Programs are considered "Community Partners", but are not exempt from waste disposal fees or hours outside custodial hours.

Notes

- A day of operation is considered to be for more than four hours
- A half-day is considered four hours or less

	Facility	Fee
1	Auditorium	\$200 per day \$100 for half-day Qualified Audio-Visual Technician required (\$20 per hour with a \$30.00 minimum, if supplied by District) Qualification approval required from Lucas Hibbard, if Technician supplied by group
2	Baseball/Softball Field Soccer Field Sobus Field (Track Field)	\$10 per day Paint, materials, and supplies additional
3	Gymnasiums	\$30 per day \$15 half-day
4	Pool	\$30 day plus lifeguard fees \$15 half-day plus lifeguard (\$20 per hour) Day = > 4 hrs, Half-Day = < 4 hrs
5	Track and Field	\$10 per day plus \$40 per hour with full lights
6	Cafeteria Kitchen use requires food service staff	\$100 day with kitchen \$50 day w/o kitchen Additional \$25 per hour for each food service staff needed
7	Libraries, Classrooms, Computer Rooms	\$20 per day \$10 half-day
8	Weight Room	\$20 per day \$10 half-day No charge for prolonged intermittent use in conjunction with use of other spaces Qualified supervisor required at all times Qualification approval needed from Athletic Director with name listed on Building Use Form
9	Wrestling Room	\$20 per day \$10 half-day No charge for prolonged intermittent use in conjunction with use of other spaces

Other Considerations

1. All of the above areas include access to locker rooms or restrooms
2. If the use of the above facilities is during a time when a custodian is not on duty, there will be an additional hourly charge of \$30 per hour on Saturday and \$40 per hour on Sunday. This rate may be changed at any time.
3. Groups may not chaperone their own events if more than 50 people in attendance. Chaperones supplied by District are charged at \$30 per hour per person.
4. Groups using the pool may provide their own chaperone/lifeguard (district employees); however, names of chaperone/lifeguard must be indicated on the Building Use Form and proof of lifeguarding qualification must be submitted.
5. If the event is all day, the group must remove garbage or pay a \$50 disposal fee. All groups or organizations must pay \$5.00 per garbage bag fee.
6. Any time a group charges a fee for the use of the building we must charge a minimum hourly room fee.
7. Certificate of insurance is required before events and must be updated annually.
8. Outside organizations must pay chaperone or custodial fees plus room fees for all events.
9. All rehearsals or practices are exempt from custodial and chaperone fees, if they occur during custodial hours; however, they are not exempt from room fees.
10. Custodial hours end when the area of the building that was used is cleaned and ready for the next day, not when the group leaves the building.
11. Any vandalism or damage to school property will be repaired by school employees and be billed separately to the group for time and materials. The cost of contracted repair services and materials will also be borne by the group.