Milton Town School District
Policy

E20: COMMUNITY USE OF SCHOOL FACILITIES

It is the policy of the Milton Town School District (MTSD) to support the community use of school facilities in ways that complement regular school activities. MTSD’s Board of School Trustees believe that school facilities can and should serve as centers for educational, civic, cultural, recreational and other community events provided there is a general understanding throughout the community that:

1. School and school-sanctioned activities will always be given priority for use of school buildings and grounds; and
2. MTSD will not subsidize the use of facilities for events and activities not directly related to its primary educational mission.
3. Authorization to use school facilities does not imply endorsement or approval of any group or activity.
4. The Superintendent shall be responsible for establishing criteria for the use of school facilities by community members. Whenever community members use school facilities pursuant to this policy they shall comply with the accompanying guidelines.

Based on such understanding, the public use of buildings and grounds by the community is highly encouraged.

Individuals and groups may use school facilities for the following purposes:

A. Meetings by parent-teacher organizations and school booster organizations whose purpose is to support the operations of the Schools and the School District;
B. Meetings by employees’ professional organizations comprised of School District employees;
C. Instruction in any branch of education, learning, and the arts;
D. Social, civic and recreational, and entertainment events provided the events are open to the public;
E. Child care programs;

The Superintendent may deny an application for use of facilities or terminate an individual or group’s use for:

A. Uses that are likely to cause a material and substantial disruption to school operations, facilities and equipment;
B. Events and meetings promoting or sponsored by a political party;
C. Political campaign events by someone running for office;
D. Events where alcoholic beverages or unlawful drugs are sold, distributed, consumed, promoted or possessed; and
E. Uses prohibited by law.

The Superintendent, or their designee, shall set a fee structure, review it annually and administer said fee schedule in a manner that does not discriminate based on viewpoint.
All users shall be required to demonstrate adequate insurance coverage and shall agree to hold the District harmless from any and all liability resulting from their use of the facilities and/or equipment. All users shall be required to make clear in all announcements and publicly that their events and activities are not sponsored by the School District.

The Superintendent may allow individuals and groups to use special equipment, such as audiovisual equipment, provided that the group uses an operator of the equipment who is approved by the Superintendent or his/her designee.

Priority of Use

First Priority: Group 1
MTSD’s educational and co-curricular activities targeted to its own students and staff shall have first priority for use of that particular school building, grounds, and other facilities.

Second Priority: Group 2
School-related activities have second priority for use of school facilities and/or grounds. Such activities largely involve occasional scheduled facility use by a parent group or support group, each of which provides some type of direct support for students and/or the school’s educational mission.

Third Priority: Group 3
Milton’s Recreation Department shall have third priority for scheduling purposes for the use of school facilities and/or grounds. The Agreement for Facilities Use between the Town of Milton and MTSD sets fees for school facilities use by the town.

Fourth Priority: Group 4
Youth and Adult Organizations which primarily serve the community of Milton shall have fourth priority for scheduling purposes for use of school facilities and/or grounds.

Last Priority: Group 5
With the exception of the groups described above, all other groups, organizations and individuals will have last priority for scheduling purposes for use of school facilities and/or grounds.

The MTSD Board of School Trustees authorizes the Superintendent, or his/her designee, the responsibility to:

- Approve or deny use of school facilities and grounds;
- Develop and charge facility use fees, services, penalties and restrictions for such fairly and in strict accordance with the Board-approved guidelines provided in this policy;
- Rescind previously approved requests for use of buildings and/or grounds, in his/her judgment to protect the best interests of the District provided he/she promptly informs the organizations/individuals of the action;
- Develop expectations for leaving facilities in a neat and orderly manner.
- Require security with any groups over 200.

Group Determination
The Board shall authorize the Superintendent or his/her designee to determine which priority group an organization falls within. The School District may request membership information, residency status, nation/state/local affiliations, or other information related to their organization’s purpose and connection to the community.

The MTSD reserves the right to deny access to District facilities and/or grounds when the safety and well-being of its students and/or staff will be at risk of harm.

Date Warned: 7/4/19
Date Adopted: 7/22/19

Legal Reference(s): Title 9 VSA § 4501, Title 9 VSA § 4502