

USE OF SCHOOL FACILITIES

The annual school appropriation includes a budget associated with building maintenance. These costs are charged directly to the minimum requirement for instructional spending in support of schools. The School Committee is not at liberty to incur costs related to recreational use or community use of facilities unless funds have been earmarked for that purpose in the Civic Activities Account.

The Committee strongly supports school building use, especially for youth recreational activities, senior citizen activities, and adult education. In order to provide low cost facilities use to the community, the Committee will annually review the Use of Facility Fee Schedule to make such building use as economical as possible without transferring any costs to the instructional school budget. The Committee's goals in assessing such fees are: to pay actual energy costs for heat and lights; to pay for personnel assigned to security, custodial, or maintenance details; to pay actual costs for grounds maintenance related to field use and/or building use; and to support the costs related to athletics and student activities.

The fee schedule reflects the fact that the Committee does not seek to generate new revenues through use of facilities by youth league or Town group usage. The Committee's only goal is to reimburse the instructional budget for ordinary operating expenses incurred from building/grounds use for non-instructional purposes. The Committee also expects organizations will promptly pay all billable charges and reserves the right not to approve applications of organizations that do not make timely payments.

Use of Facilities Charges

	Per Hour Use	Season or Series Flat Rate Fee Per Building
Cafeteria/Classrooms	\$20.00	\$130.00
Auditorium	\$25.00	\$200.00/day*
Gymnasium	\$35.00	\$200.00/day
Field Use**	\$25.00	\$100.00/day**

½ with application; ½ mid season

*Additional cost for the use of school equipment and having staff to operate it

Additional Custodial or Security Services will be at contract rate.

NOTE: Specifically authorized extra-curricular student activities and parent teacher organizations are exempted from the building use fee.

The School Committee expects that all organizations or groups that utilize school buildings will abide by all relevant federal, state, and local laws, regulations, and/or by-laws. Specific concern is the Massachusetts State Law prohibiting smoking and/or tobacco products on school grounds.

AHERA NOTIFICATION

A copy of the AHERA Management Plan for the schools is maintained at the central administrative office located at 17 Main Road and at each of the school's administrative offices. The management plan is available, during normal business hours, without cost or restriction, for inspection by representatives of the EPA, the State, the public, including teachers, other school personnel and their representatives, parents, employees and sub-contractors. The Westport Community Schools shall charge a fee to make copies of the management plan.

Arcadis was contracted by the Westport Community Schools to conduct the AHERA mandated three-year reinspection of the Alice A. Macomber School, Westport Elementary School and the Westport High School in January, 2015. A 2-hour asbestos awareness-training seminar was held in February 2018, to train all the school system's maintenance and custodial personnel. Periodic surveillance activities in each school are conducted at least once every 6 months, in accordance with the AHERA regulation.

Asbestos-abatement response actions were conducted at the Alice A. Macomber School and the Westport Middle School during the summer of 1988/89. In addition, a major asbestos abatement response action was conducted at the Westport High School during the summer of 1992 and 2003, and also at the Macomber School during the summer of 2002 and 2003. In 2004, there was one small scale short duration action completed at the Macomber School. In 2007, there was one small scale short duration action completed at the Elementary, Middle, and High School. In 2014, there was one small scale short duration action completed at the Elementary School. In 2016, there were three small scale short duration actions completed at the High School.

As Head of Maintenance & Facilities, I have been appointed as the *Designated Person* for the Westport Community Schools, in compliance with the AHERA regulation. My responsibilities include the management and proper implementation of the Management Plan(s) for the Westport Community Schools. Questions in regards to the status of the Management Plan document(s) should be forwarded to me at my office at the above address.

TOBACCO-FREE SCHOOLS

All school buildings and grounds remain smoke-free at all times, the following regulations will apply to all staff, students, vendors, guests, as well as organizations and groups who utilize school facilities.

The use of school buildings and grounds by non-school groups will be permitted to the extent that such individuals or organizations are willing to respect this no-smoking policy.

Regulation:

1. The use of tobacco and tobacco products is strictly prohibited in all school buildings and grounds in compliance with Massachusetts General Laws, Chapter 71 of the Acts of 1993, as well as local Board of Health regulations.
2. Smoking is prohibited in all school buses and in all official school vehicles.
3. Smoking is prohibited by all staff and students at off-campus school-sponsored events.
4. The Head of Maintenance and Facilities will post no-smoking signs at appropriate interior and exterior locations to remind staff, students, and guests of the no-smoking policy.

Consequences:

1. Individuals and organizations whose members or guests violate the no-smoking policy following two written warnings will have their building/grounds authorization withdrawn for violation of the policy.
2. Staff who violate the no-smoking policy subsequent to two written warning letters may be subject to additional disciplinary action up to and including dismissal.
3. Students who violate the no-smoking policy may be subject to short or long-term suspension from school. Students under the age of 18 are subject to short or long-term suspension from school for the possession of tobacco products in addition to other sanctions for use of tobacco products.
4. The principal reserves the right to substitute voluntary smoking cessation education or fines imposed by the Town of Westport as substitutes for detention or suspension for student violations of this policy.

For further information regarding the hazards of smoking or for information on no-cost and low-cost smoking cessation programs, contact Human Resource. Westport Community Schools, 17 Main Road, Westport, MA, at 508-636-1140, or by fax at 508-636-1145.

NONDISCRIMINATION

Public schools have the responsibility to overcome, insofar as possible, any barriers that prevent children from achieving their potential. The public school system will do its part. This commitment to the community is affirmed by the following statements that the School Committee intends to:

1. Promote the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encourage positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Work toward a more integrated society and to enlist the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Use all appropriate communication and action techniques to air and reduce the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school system, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
6. Initiate a process of reviewing policies and practices of the school system in order to achieve to the greatest extent possible the objectives of this statement.

The Committee's policies of nondiscrimination cross reference below will extend to students, staff, the general public, and individuals with whom it does business; No person shall be excluded from or discriminated against in admission to a public school of any town or in obtaining the advantages, privileges, and courses of study of such public school on account of race, color, sex, gender identity, religion, national origin, sexual orientation, disability, pregnancy or pregnancy related condition. If someone has a complaint or feels that they have been discriminated against because of their race, color, sex, gender identity, religion, national origin, sexual orientation, disability, pregnancy or pregnancy related condition, their complaint should be registered with the Title IX compliance officer.