



FACILITY USE PROCEDURES

Revised July 1, 2013

Classes of Facilities Users

Class 1: School organizations and activities, Community Services activities, St. Anthony-based civic organizations, St. Anthony-based non-profit organizations, youth organizations in which 80% of participants are District 282 residents or students, St. Anthony Sports Boosters, City of St. Anthony, government activities.

*Certain circumstances may require fees.

Class 2: Youth organizations in which 50% of participants are District 282 residents or students, out of season St. Anthony Sports Boosters teams

Class 3: District 282 resident rentals, youth organizations with less than 50% District 282 residents or students, businesses and commercial groups located in District 282, churches and religious organizations located in District 282

Class 4: Non-District 282 resident rentals, businesses and commercial groups not located in District 282, churches and religious organizations not located in District 282, and all other rentals.

Rental Fees (Hourly Rates)

<u>Space</u>	<u>Class 1</u>	<u>Class 2</u>	<u>Class 3</u>	<u>Class 4</u>
Auditorium	Free	\$25	\$50	\$100
Cafeteria (WP)	Free	\$10	\$20	\$40
Classrooms	Free	\$10	\$25	\$50
Commons (HS/MS)	Free	\$15	\$30	\$60
Gymnasium				
HS/MS	Free	\$20	\$40	\$80
WP/CS	Free	\$10	\$20	\$40
Kitchen (<i>District cook(s) required, additional personnel charges will be assessed</i>)				
WP	Free	\$10	\$20	\$40
HS/MS	Free	\$15	\$30	\$60
Multipurpose Room				
WP	Free	\$10	\$20	\$40
CS	Free	\$15	\$30	\$60
<i>(CS Multipurpose Room includes use of sink & refrigerator)</i>				
Pool				
Class 1: Lifeguard charges only				
Class 2, 3, 4:	25 people or less	\$100/hr		
	26-50 people	\$125/hr		
	51-75 people	\$150/hr		
	76-100 people	\$175/hr		

INSURANCE REQUIREMENTS

2012 State Statute 466.03 Subd. 23: **“Recreational use of school property and facilities.”**

(a) Any claim for a loss or injury arising from the use of school property or a school facility made available for public recreational activity.

(b) Nothing in this subdivision:

(1) limits the liability of a school district for conduct that would entitle a trespasser to damages against a private person; or

(2) reduces any existing duty owed by the school district.

Policy:

Any individual or group using a school district facility will be required to furnish proof of liability insurance.

Private Rentals: A copy of homeowners or renters insurance will be collected with the minimum amount of personal liability coverage totaling \$500,000.

Organizations/Groups: A Certificate of Liability Insurance stating St. Anthony-New Brighton School District as a certificate holder will be collected with the minimum amount of general liability coverage totaling \$1,000,000.

DAMAGE DEPOSIT

Policy:

Class 2, 3, and 4 users renting district facilities will be required to provide a \$200 damage deposit when a building supervisor is not necessary. The deposit is fully refundable upon inspection of facility after use.

OTHER FEES

Policy:

Additional fees may be incurred depending on the type of use as well as group needs.

Additional fees may include, but are not limited to the following: equipment (recreational, electronic, A/V), personnel, air conditioning, field maintenance, etc.

A/V Equipment: \$30

Gym Equipment: \$10