



Book Policy Manual
Section 7000 Property
Title USE OF DISTRICT FACILITIES/AUDITORIUMS
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7510 - **USE OF DISTRICT FACILITIES/AUDITORIUMS**

The Board of Education shall permit the public to use school facilities for educational, recreational, cultural or civic activities provided such usage does not interfere with regular school instructional programs, extracurricular activities or maintenance functions of the schools.

Individuals and groups wanting to use school facilities shall make such requests, in writing, to the Board or the Board's designee. Private profit-making individuals and groups wanting to use school facilities for the above purposes must see to the availability of private facilities within the community before applying to use school facilities.

Individuals and groups wanting to use school facilities shall make such requests on-line at the MAPS website and must be submitted ten (10) working days prior to the event, in the interest of supporting the Merrill community to the Business Office or designee. Private profit-making individuals and groups wanting to use school facilities for the above purposes are encouraged to seek the availability of private facilities within the community before applying to use school facilities. Applications need to be submitted annually for recurring events. This approval shall be granted annually, expiring on July 1 of each year.

In all instances, the use of school facilities must conform with all applicable local, state and federal codes, laws and regulations and Board policies. Any violation of local, state or federal codes, laws or regulations or Board policies shall constitute sufficient reason for cancellation of all current use and refusal to grant further permission to use school facilities.

All Board regulations and fees for the use of school facilities are subject to change at the discretion of the Board. All fees to be charged shall be calculated at the time facility use is approved. Final invoice will be sent upon completion of the event by the Business Office.

The use of school facilities shall be under the supervision of the Superintendent of Schools or designee.

The Board shall make school facilities available on a continuing basis throughout the year to local educational, recreational, governmental agencies, businesses or industries.

Merrill Area Public Schools shall not discriminate in use of school facilities on the basis of sex, race, color, national origin, ancestry, creed, religion, pregnancy, marital or parental status, sexual orientation, handicap or physical, mental, emotional or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

Use of School Auditoriums

Merrill Area Public Schools encourage the use of the District's two (2) auditoriums for educational, cultural, civic and entertainment activities provided such usage does not interfere with the regular school instructional programs, extracurricular activities or maintenance functions.

Individuals and groups wanting to use a school auditorium shall make such requests, in writing, to the Board. Applications are available on-line at the MAPS website and must be submitted ten (10) working days prior to the event. Private profit-making individuals and groups wanting to use a school auditorium for the above purposes must see to the availability of private facilities within the community before applying to use school facilities. Applications need to be submitted annually for recurring events. This approval shall be granted annually, expiring on July 1 of each year.

The purpose of the schools' auditoriums is to provide for the needs of the students in the District. All other uses shall be deemed secondary. Scheduling of these facilities shall be done with this in mind.

