

MIDLAND INDEPENDENT SCHOOL DISTRICT
RULES GOVERNING THE USE OF SCHOOL PROPERTY

Midland ISD desires to permit and encourage the fullest possible use of all school facilities in a manner which will serve the needs of the community. The following rules are designed to insure equitable treatment of all individuals and groups desiring to use these facilities and to protect the community's investment.

1. School facilities are designed primarily for school purposes and may be used without charge for meetings of pupils, teachers, alumni associations, parent-teacher associations, and other organizations affiliated directly with the schools, and also for meetings and entertainment for the benefit of the schools. School meetings shall have precedence over all others and may be held by arrangement with the facility administrator, who shall assume responsibility therefore and either be present or be represented by responsible staff members.
2. The use of school facilities by the public is permitted for meetings of educational, civic, political, philanthropic, or social nature intended to promote the public welfare and not conflicting with school uses or local and state laws and regulations.
3. Application for public use of school facilities shall be made to the facility administrator. Before granting any application, the facility administrator shall require information as to the specific use to be made of the building to insure that such use is in accord with Board policies. He shall also obtain the signatures of a representative of the organization who shall agree to be personally responsible for any damage to school property, other than ordinary wear and tear, and for the strict observance of these rules and regulations. Proof of Liability Insurance, if applicable, shall be provided to the facility administrator at the time of finalization of the contract. Any application may be rejected and any permit previously issued may be canceled by the facility administrator if he deems such action to be in the best interest of the school district. In case of doubt, the facility administrator should confer with the superintendent before granting or rejecting an application.
4. Sufficient supervision, to include police attendance in compliance of city ordinance, if necessary, shall be provided as determined by the district.
5. Auditoriums, gymnasiums, and other rooms shall be used only by persons qualified to use and care for any equipment or apparatus contained therein.
6. No fixtures shall be moved except by permission of the facility administrator and under his/her supervision.
7. Tobacco use on school district property is prohibited.
8. Alcohol/drug possession or use on district property is prohibited.
9. No school facilities shall be used for any illegal purpose.
10. School furniture and equipment shall not be loaned to non-school groups for use outside the school facility.
11. A schedule of fees to be paid by non-school groups for the use of school facilities shall be approved by the Superintendent. The fees shall be set so that the full cost to the school is recovered. Fees shall be paid in advance to the facility administrator or his representative and a receipt obtained for same. The fees collected shall be transmitted by the facility administrator to the business office in accordance with procedures established by that office.
12. The use of school kitchens and Child Nutrition Services catering shall be limited to school clubs and school sponsored activities.
13. Please furnish the facility administrator a copy of any third party contract that you have made in connection with the event for which the facility is being used.