

The Atlanta Board of Education provides for school and administrative facilities for the primary purpose of educating the students of the Atlanta Public Schools (APS). To this end, the first priority for the use of school facilities and grounds shall be reserved for the curricular and extracurricular needs of students and the official business of the Atlanta Public Schools.

Use of APS Facilities by Outside Groups

When APS facilities are not in use for programs operated by APS, the board encourages the use of Atlanta Public Schools' facilities and grounds for educational, civic, cultural, recreational, artistic and charitable activities and programs to benefit the community, so long as they do not interfere with the instructional program. To the extent practical, APS facilities and grounds may be made available for the use of non-school groups with the following priorities.

1. Approved vendors providing services to APS students
2. School-related groups such as Parent-Teacher Associations (PTA), booster clubs, employee organizations, and other student support organizations
3. Official community and business partners of the school or school district
4. Governmental agencies serving residents of the city of Atlanta
5. Non-profit organizations located in or serving residents of the city of Atlanta
6. Businesses located in the city of Atlanta

Individuals are not eligible to apply to lease school facilities and grounds for personal use.

The board authorizes the superintendent or his/her designee to execute leases with terms of up to one (1) year (12 consecutive months). The board must approve leases for a term longer than one (1) year.

When not in use by the school or an approved lease/permit-holder, the board welcomes the general public to use generally accessible APS outdoor facilities for non-commercial recreational purposes in accordance with administrative regulations issued by the superintendent.

Fees and Conditions for Use of APS Facilities

In accordance with state law, the superintendent or his/her designee shall establish a fee structure that enables APS to recoup the costs incurred in the use of facilities by non-school or school-related groups. The fee structure may also allow for fee waivers under circumstances approved by the superintendent or his/her designee.

The leasing organization assumes responsibility for the proper use and protection of school property. Damage to a building or to equipment resulting from improper use shall be the responsibility of the organization renting the facility. The cost of repairs or replacements shall be paid by the renting organization. Atlanta Public Schools shall not be held liable as a consequence of permitting access to its facilities.

Use of APS facilities shall not be denied on the basis of an organization's religious, political or philosophical views or expressive activity. Organizations granted permission to use school facilities shall not unlawfully restrict participation in the activity or event because of an individual's race, national origin, religion, creed, sex, gender, sexual orientation, or disability.

The board authorizes the superintendent to issue administrative regulations to implement this policy.

~~Community groups are permitted and encouraged to use school facilities for worthwhile purposes, provided such use does not interfere with the regular school program.~~

~~1. School facilities shall not be rented to individuals. Officers of recognized community institutions or organizations may execute a rental contract, but only in accordance with the administrative regulations established to implement this policy.~~

~~2. The use of school facilities by other than school or school-related groups for programs involving an admission charge shall be permitted only when:~~

- ~~• A worthy educational, civic, or charitable purpose will be served.~~
- ~~• A substantial group in the community will be benefited.~~
- ~~• Alternate facilities are unavailable or available only at undue cost or inconvenience.~~
- ~~• The contracting organization is primarily interested in presenting a program of educational value rather than making a profit, even though the proceeds might be intended for a worthy cause. "Profit" shall be considered an organization's major purpose if tickets are sold through a general telephone solicitation.~~

~~3. Organizations other than school or school-related groups that contract for use of school facilities shall be charged a rental fee based upon minimum costs to the Board for supervision, custodial services, and fuel and lights, plus a reasonable amount for normal depreciation. An additional charge shall be made for the use of special equipment such as public address systems, spotlights, projectors, etc. All fees are payable at the time contracts are signed.~~

~~4. The approval of rental contracts shall be the responsibility of the Superintendent or his/her designated representative.~~

~~5. Requests for the use of school facilities for a period longer than one week shall be referred to the Board of Education for approval. The amount of the fee to be paid in such cases shall also be decided by the Board.~~

~~6. Equipment may be rented for use outside a school building to responsible community groups for worthy educational, civic, or charitable purposes under the following conditions:~~

- ~~• The rental of equipment for use in connection with a scheduled performance or for use outside a school building shall be subject to the approval of the principal of the school where the equipment is located.~~
- ~~• The contracting group must agree to accept responsibility for repairing or replacing any items or equipment damaged or lost while in its possession.~~
- ~~• Mechanical and electrical equipment may be rented only if operated by a school employee or other person approved by the principal of the school where the equipment is located.~~
- ~~• A fee to cover handling and operating costs, plus a reasonable amount for depreciation, shall be charged for equipment rented to outside organizations.~~
- ~~• All requests for the use of school equipment outside a school building shall be in writing and shall be approved by the Superintendent or his/her designated representative.~~

~~7. Only in rare instances will classrooms be rented to outside groups during the school year. Requests for such rental shall be considered only if a worthy educational purpose is involved and there is no interference with the regular school program. Classrooms may be rented during the summer months after supplies, equipment, etc., have been stored or removed.~~

~~8. In executing a rental contract, the organization involved assumes responsibility for the proper use and protection of school property. Damage to a building or to equipment resulting from improper use shall be the responsibility of the organization renting the facility. The cost of repairs or replacements shall be paid by the renting organization.~~

Last Revised: XX/XX/2013

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Legal citations:

O.C.G.A. 20-02-2068.2 Facilities fund for charter schools; purposes for which funds may be used; upkeep of charter school property; receipt of surplus from b.o.e.

O.C.G.A. 51-01-0052 Federal law payor guidelines and criteria not a legal basis for negligence or standard of care for medical malpractice or product liability

O.C.G.A. 20-02-0520 Acquiring/disposing of school sites; building, repairing, renting, and furnishing school houses

Rule 160-4-9-.05 Charter Schools Petition Process

20 USC 7905 Equal Access to Public School Facilities

20 USC 4071 Equal Access Act

Keywords:

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