



AP 7-104 – COMMUNITY USE OF SCHOOLS – FACILITY FEE SCHEDULE

CLASS 1 USERS

School facilities may be used rent free for the School or Division, Community, or Organized Non-profit based groups as listed below:

1. School or School Division Based events

Evening / weekend use booked by Schools / Western School Division.

Must be:

- . organized within the schools or Division as part of curricular or extra-curricular activities,
- . School based function or group. (i.e. Parent Advisory Council)

2. Community Based / Organized Group – Non-Profit

Evening / weekend use booked by Western School Division.

Must be:

Organized groups of a recreational, social or educational nature where the organization or the majorities of participants are Western School Division residents. Priority is given to Youth based events.

Examples may include:

- . Youth/Adult Sports Groups
- . Educational Groups
- . Youth and Community Service Groups
- . Church Based Groups
- . Charitable Organizations

CLASS 2 USERS

School facilities may be used based on a rental fee according to the facility used, for the group listed below:

3. Other / Private Group

Evening / weekend use booked by Western School Division.

Private group or limited membership in nature not included above.

- . Commercial
- . Political
- . Private Use
- . for Profit User



FACILITY FEE SCHEDULE

| Rental | | MCI | EMMS | MLS | MINN |
|--|-----------------|---|--|-----|------|
| Gymnasium | <i>evening</i> | \$100 minimum charge for first 3 hrs., & \$50/hr. for each additional hour | | | n/a |
| | <i>Saturday</i> | \$100 minimum charge for first 3 hrs., & \$50/hr. for each additional hour | | n/a | n/a |
| Learning Resource Centres (require Principal authorization) and Classrooms | <i>evening</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | | | n/a |
| | <i>Saturday</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | | n/a | n/a |
| Multi-Purpose Rooms | <i>evening</i> | \$75 for first 3 hrs., & \$40/hr. thereafter | | | n/a |
| | <i>Saturday</i> | \$75 for first 3 hrs., & \$40/hr. thereafter | | n/a | n/a |
| Technology rooms | <i>evening</i> | \$50 for first 3 hrs., & \$25/hr. thereafter <ul style="list-style-type: none"> • Classroom room rental, plus \$1.00 per hour, per computer station used. • Require at least 2 weeks' notice and authorization of Technology Director. • There is a charge of \$40.00 flat rate, if Technology assistance is required for setup | | | n/a |
| | <i>Saturday</i> | same as above | | n/a | n/a |
| Home Ec. Room (MCI) | <i>evening</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a | n/a |
| | <i>Saturday</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a | n/a |
| Recreation Room (EMMS basement) | <i>evening</i> | n/a | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a |
| | <i>Saturday</i> | n/a | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a |
| Cafeteria (MCI basement; Room only, not kitchen) | <i>evening</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a | n/a |
| | <i>Saturday</i> | \$50 for first 3 hrs., & \$25/hr. thereafter | n/a | n/a | n/a |
| Sundays | <i>any room</i> | Subject to negotiation – <i>custodian not scheduled</i> Regular room rental fee, plus custodial costs, if available | | | |
| Custodial Costs | | \$30.00 /hour for a minimum of 3 hours (& setup & breakdown) | | | |
| Coffee – 100 cup coffee urn | | \$50.00 (includes cups & condiments) | | | |

Reviewed: August 26, 2013