

### Administrative Regulation

#### Religious Organization Use of School Facilities

A facility use permit may be issued to religious groups or associations to temporarily use school facilities for the purpose of conducting religious services or other related religious activities. Any facility use permit issued for this purpose shall not exceed one calendar year from the date of issue, with the option to renew for one additional calendar year period. Any renewal request beyond the second year of use shall be reviewed and acted upon by the Board of Education.

The superintendent or the designated representative shall be responsible for classifying the eligibility of a religious group or organization to be issued a facility use permit. Any applicant may be classified eligible on the basis of the following criteria:

1. The religious organization has declared they have no other immediate facilities available.
2. The religious organization declares or demonstrates their intent to provide their own facilities.
3. The religious organization demonstrates an ability to secure and use their own facility within the allowable period of school facility use established by district regulations.

The following regulations and conditions are applicable to any religious group or organization issued a facility use permit:

1. The Board of Education, or its designated representative, shall be the sole judge of what constitutes temporary use of a district facility.
2. The applicant must demonstrate that this use is intended to be on a temporary basis.
3. The applicant must complete all application procedures and fulfill all requirements and conditions as outlined in Administrative Regulation 3135.1.
4. All general facility use policies, regulations, and prohibitions enumerated in Administrative Regulation 3135.3 shall also govern use of any district facility by a religious group or organization, unless specifically waived by the superintendent.

5. The applicant shall pay the school district a rental fee and that fee shall be sufficient to cover any and all costs incurred by the district as a result of such use. Rental fees established shall reflect assigned employees' salaries and benefits, supplies, utilities, fixed charges, and any other costs incurred by the district.
6. Facilities and/or premises requested beyond occasional use for religious purposes shall be negotiated and a written lease agreement, including fees for such use, acted upon by the applicant and the Board of Education prior to the issuance of any facility use permit.
7. The permit holder shall be financially responsible for repair or replacement costs resulting from the damage, theft, or loss at district property, facilities, or equipment which occurs during any authorized use.
8. The time of use may be on Saturdays, Sundays, or weekday evenings not earlier than one hour following the end of the regular school day established for the requested school site. No Saturday or Sunday use can start prior to 9:00 a.m., nor extend beyond 11:00 p.m. on any Saturday, and 10:00 p.m. on any Sunday, unless prior written approval has been granted by the superintendent or designated representative.
9. Any person making an application for a facilities use permit on behalf of a religious group or organization shall be an officer or clerical leader of the organization or present written authorization to complete such application on its behalf.
10. The Board of Education reserves the to terminate any facility use permit issued to a religious organization or group at any time upon written notification to the person or organization whose name appears on the facility use permit.

Re: EC Sections 10902, 10912, 38130-38138

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