MANZANITA ELEMENTARY SCHOOL DISTRICT

627 E. Evans Reimer Road, Gridley, CA 95948 (530) 846-5594 FAX#: (530) 846-4084

APPLICATION FOR USE OF SCHOOL FACILITIES

Organization				
Person in Charge at Event	Da	Day Telephone		
		Cell Phone Fax		
Facility Requested				
Date(s) Requested		Time(s)		
Nature of activity or meeting				
Equipment needed				
Special Setup Required				
Certificate of Insurance Attached				
Additional Comments				
Enforcement of rules is the responsibility of the Tobacco smoking, chewing and/or alcoholic bethe The serving of food or drinks indoors is restricted. Use is confined to the area(s) named and approving School equipment will not be used unless specification. The using group assumes financial responsibility. The using group will return the facility to its original to the serving group will return the facility to its original to the serving marks on gym floor are not confident. Shoes leaving marks on gym floor are not confident to the serving marks on gym floor are not confident to the	adult in charge, for all activitiverages are not permitted on called to the cafeteria and only if a yed on this application with applically requested and approved y for all damages and any cust ginal arrangement and condition to considered "clean". It is not permitted and is a liable in trash can. The considered in the custodial closet. The considered in the custodial closet. The custodian is on duty, in the custodian is on duty, in the custodian is on duty.	es inside and outside of ampus. approved in advance. propriate lavatory facil on this application. odial and/or cafeteria son before leaving.	of the building. lities. services required.	
0	OFFICE USE ONLY			
N 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	ng for Equipment Needed	: Yes No		
ustodian Needed: Yes No Cafete	eria Worker Needed: Y	es No		

(OVER)

STATEMENT OF AUTHORIZED REPRESENTATIVE

The undersigned agrees that the rules and regulations will be complied with in full; failure to abide by them will be sufficient cause to revoke the permission to use school facilities.

The undersigned states that, to the best of his knowledge, the requested school property which this application refers to will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the Government of the United States by force of violence or other unlawful means.

To the best of his knowledge, the undersigned further states that the organization or individual(s) using the school facility does not advocate the overthrow of the State of California by force, advocate the overthrow of the Government of the United States or of the State of California by force, violence, or other unlawful means, and it is not a communist-action or communist-front organization required by law to be registered with the Attorney General of the United States. This statement is made under the penalties of perjury.

The undersigned who is to be in charge of the activity is twenty-one years of age or over. He agrees that he will be responsible to the Board of Education for the use and care of school property. He further agrees that the character of entertainment will conform with that stated in the Facilities Use Handout. He agrees to indemnify and save harmless the Manzanita School District, its officers, agents, and employees against any and all loss, damage, and/or liability that may suffered or incurred by the School District, its officers, agents, and employees, and against any and all claims, demands, and causes of action that may be made or brought against the School District, its officers, agents, and employees, caused by, arising out of, or in any way connected with the use of the undersigned of the Elementary School District facility or the exercise of the privilege herein granted.

Signature of Authorized Group Representative		Position or Office	
Address		·	
Day Telephone	Night Telephone	Cell Phone	
		in a transition of the large late to the second of the sec	
**********	*********	************	
APPLICATION HAS BEEN			
Superintendent		Date	
Fees to be Charged			
invoice mailed	Payment Received	d	
Copies: Applicant Custodian	Business Manager Cafeteria	Athletic Director Room Supervisor	
Manzanita School District Regulation	Revised: April 8, 2004		

MANZANITA ELEMENTARY SCHOOL DISTRICT

USE OF FACILITIES INFORMATION SHFFT

The Governing Board recognizes that district facilities are a community resource whose primary purpose is to be used for school programs and activities. The Board authorizes the use of school facilities by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities (cf. 6145.5).

All Manzanita Elementary School-related activities (clubs, class events etc.) shall be given priority in the use of facilities. Thereafter, the use of facilities shall be on a first-come, first-served basis.

The Board authorizes the use of school facilities without charge by nonprofit organizations, and clubs or associations organized to promote youth and school activities. These groups include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire, Inc., 4H, parent-teacher associations, and school-community advisory councils.

Other groups requesting the use of school facilities shall be charged at least direct costs. Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students (EC 38134).

TYPES OF ACTIVITIES PROHIBITED

Manzanita Elementary School facilities shall not be used for any of the following activities:

- 1. Any use by an individual or group for the commission of any crime or act prohibited by law.
- 2. Any use which involves the possession, consumption or sales of alcoholic beverages, or any restricted substances on school property, including the use of tobacco (cf. 3513.3).
- 3. Any activity that may violate the cannons of good morals, manners, or taste, or be injurious to the buildings, grounds, or equipment.
- Activities professing any theory or doctrine subversive to the laws of the United States of America or any political group advocating governmental change by violence.
- 5. Commercial advertising.
- 6. Any use of school facilities or grounds which is inconsistent with their use for school purposes or which interferes with the regular conduct of school or school work.
- 7. Any use which is discriminatory in the legal sense (cf 0410).
- 8. Fund-raising campaigns, except as permitted by governing Board policy or special action of the governing Board.

CIVIC CENTER USE

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes (EC 38131, 38132):

- 1. Public, literary, scientific, recreational, educational or public agency meetings.
- 2. The discussion of matters of general or public interest.
- 3. The conduct of religious services for temporary periods, on a on-time or renewable basis, by any church or religious organization.
- 4. Child care programs to provide supervision and activities for children of preschool and elementary school age.
- 5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies.
- 6. Supervised recreational activities including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youths may participate regardless of religious belief or denomination.
- 7. A community youth center.
- 8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare.
- 9. Other purposes deemed appropriate by the Governing Board.

DUTIES OF SUPERINTENDENT

The Superintendent (or designee) shall maintain application procedures and regulations for the use of school facilities which (EC 38133):

- 1. Encourage and assist groups desiring to use school facilities for approved activities.
- 2. Preserve order in school buildings and on school grounds, and protect school facilities.
- 3. Ensure that the use of facilities or grounds is not inconsistent with school purposes and does not interfere with the regular conduct of school work.