

CIVIC CENTER AND OTHER FACILITIES USE

A. Authorization and Conditions

1. Designated facilities at Crafton Hills College, San Bernardino Valley College and the District Office are authorized for civic use by the California Education Code. Civic organizations formed for recreational, educational, political, economic, artistic or moral activities may meet and discuss any subjects and questions which, in their judgment appertain to the education, political, economic, artistic, and moral interests of the citizens of the communities in which they reside. Such use is subject to the limitations, requirement, and restrictions set forth in this policy and in the Education Code.
2. No use shall be granted in a manner that constitutes a monopoly for the benefit of any person or organization.
3. The use of any college facility or grounds shall not interfere with the use and occupancy of the facility for any college purpose.

B. Charges for Use

1. Certain nonprofit organizations, clubs and associations organized for general character building or welfare purposes shall be granted use of designated facilities or grounds without charge, except for direct costs as described in B.2 of this policy, when an alternative location is not available. Examples of such organizations are student clubs and organizations; fund-raising entertainments or meetings where admission fees charged or contributions solicited are expended for the welfare of the students of the district; parent-teachers associations; school-community advisory councils, boys or girls clubs or groups; senior citizen's organizations; other public agencies; organizations, clubs or associations organized for cultural activities and general character building or welfare purposes; disaster relief organizations.

2. Direct Costs

Groups identified in B.1. above shall be charged an amount not to exceed direct costs.

Direct costs are defined as those costs of supplies, utilities, janitorial services, services of any other district employees, and salaries paid community college district employees necessitated by the organization's use of the college facilities and grounds of the district. Examples of direct costs include:

- a. the cost of opening and closing the facilities if no college employees would otherwise be available to perform that function as part of their normal duties;
- b. the cost of a college employee's presence during the organization's use of the facilities if the governing board determines that the supervision is needed, and if that employee would not otherwise be present as part of his or her normal duties.

- c. the cost of janitorial services if the services are necessary, and would not have otherwise been performed as part of the janitor's normal duties;
- d. the cost of utilities directly attributable to the organization's use of the facilities.

3. Fair Rental Value

Groups other than those identified in B.1 above shall be charged the "fair rental value" of college facilities and grounds. Fair rental values are specified in the Schedule of Direct Costs and Fair Rental Values.

Fair rental value means the direct costs to the district, plus the amortized costs of the college facilities or grounds used for the duration of the activity authorized.

4. Churches/Religious Organizations

Churches and religious organizations may use college facilities or grounds for the conduct of religious services for temporary periods where the church or organization has no suitable meeting place for the conduct of services. The charge for such use shall be an amount at least equal to the fair rental value of the facilities or grounds.

5. Admission Fees

In the case of entertainments or meetings where admission fees are charged or contributions are solicited and the net receipts of the admission fees or contributions are not expended for the welfare of the students of the district or for charitable purposes, a charge shall be made for the use of the college facilities, property, and grounds. The charge shall not be less than the fair rental value for the use of the college facilities, property and grounds.

6. Disaster Relief

The American Red Cross or other disaster relief agency may be granted the use of college facilities, grounds, and equipment for mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare, and may cooperate with those agencies in furnishing and maintaining services necessary to meet the needs of the community.

C. Athletic Activities/Insurance

Any person, group, or organization granted the use of district property for the purpose of athletic activities shall furnish a certificate of insurance from a liability insurance carrier to the district for approval prior to using any district property. The certificate shall evidence a minimum coverage of three hundred thousand dollars (\$300,000) for any liability for injury or damage to property that may arise out of such use.

D. Schedule of Direct Costs and Fair Rental Values

Those facilities/grounds listed in the Schedule of Direct Costs and Fair Rental Values are available for civic center use.