

POLICY

2010

3281

Community Relations

SUBJECT: USE OF SCHOOL-OWNED MATERIALS AND EQUIPMENT

Use of Equipment

Use of school-owned, movable equipment is prohibited. This prohibition is extended to musical instruments, business equipment, audiovisual equipment, athletic equipment, as well as school buses and other district-owned vehicles.

Liability

Because it's in the public interest for the Board of Education to protect the school district against substantial financial loss, liability insurance will be required for individuals or groups who use school facilities or school district sites. Individuals and organizations shall attach a certificate of insurance to the application requesting the use of a school district-owned facility or an outdoor site. The face amount of the insurance certificate will be equal to \$1,000,000 or higher if required by the school district when the application is made.

Exemptions from this policy are Board of Education authorized for school district-sponsored events or for events sponsored by school-related organizations such as student groups and parent organizations. A further modification of this policy is authorized to be made by the Superintendent of Schools for certain community organizations such as civic associations or incorporated groups. In these instances, the Superintendent of Schools may waive the liability insurance. No exemption, however, will be granted to any organization which intends to use school facilities for recreational, athletic, physical fitness, or similar activities. Organizations whose meetings are of a nature which require the participants to be sedentary are those to be considered for a waiver of liability insurance. Should such an organization wish to depart from its usual business meeting activity to sponsor a recreational, athletic, or physical fitness activity, the minimum insurance will be required and written evidence of same must be filed, in advance, pursuant to the established building use application procedure.

Exceptions

Exceptions to any aspect of this policy will be made only upon application to the Assistant Superintendent for Business and subsequent approval by the Board of Education.

Education Law §414

Adopted: 6/16/99
Amended: 2/24/2010