

Non-Profit Facilities Rates

There will be a 5% surcharge per Board approval 4/7/92 to all facilities use charges.

Capacity	Facility Type	First Hour Week Day	First hour Weekend	Each Hour Additionally
131	Community Room	\$76.25	\$89.92	\$38.69
208	Cajon HS Theatre	\$75.87	\$89.92	\$38.69
1,000	San Bernardino HS Auditorium	\$115.00	\$134.31	\$38.69
999	Pacific HS Auditorium	\$115.00	\$134.31	\$38.69
454	San Gorgonio HS Theatre	\$94.47	\$108.13	\$38.69
373	Arroyo Valley HS Theatre	\$106.98	\$122.92	\$38.69
320	High School Cafeterias	\$75.87	\$105.84	\$19.35
300	Middle College MU Room	\$75.87	\$105.84	\$19.35
Varies	Multi-Use Rooms, Middle/Elementary	\$42.11	\$48.94	\$19.35
30	Classrooms	\$31.86	\$45.53	\$19.35
1,700	Chavez MU Room	\$105.84	\$113.82	\$38.69
Varies	High School Gymnasium, (Entire Gym)	\$105.84	\$113.82	\$38.69
Varies	Football Field, per game	\$211.71	\$318.69	\$211.71
Varies	Swimming Pool	\$25.04	\$42.11	\$21.59
Varies	Football Field, per game (includes shower and locker rooms) Excludes San Gorgonio Stadium			
		Without Lights	\$211.71	\$211.71
		With Lights	\$318.69	\$318.69
		San Gorgonio HS Stadium		
		Without Lights	\$308.97	\$308.97
		With Lights	\$464.99	\$464.99

Commercial Facilities Rates

Two-hour minimum on all facilities listed below. There will be a 5% surcharge per Board approval 4/7/92 to all facilities use charges.

Facility Type	Rate Per Hour
Community Room	\$194.96
Cajon HS Theatre	\$203.72
San Bernardino HS Auditorium	\$305.03
Pacific HS Auditorium	\$305.03
San Gorgonio HS Theatre	\$203.72
Arroyo Valley HS Theatre	\$211.70
High School Cafeterias	\$101.30
Middle College MU Room	\$101.30
Multi-Use Rooms, Middle/Elementary	\$89.92
Chavez MU Room	\$262.83
Classroom	\$34.14
Additional Classroom (same location)	\$34.14
High School Gymnasium, entire gym	\$262.83
Football Field, per game	\$152.51
Tennis Court	\$39.84
Swimming Pool	\$48.94
Football Field, per game (includes shower and locker rooms, lights) Excludes San Gorgonio Stadium	\$152.51
San Gorgonio HS Stadium	\$267.37



Rodriguez PREP

Additional Charges

For custodial cost to open, clean and close the facility the charges shall be determined by the actual hours clocked times a \$34.28 per hour rate (2-hour minimum).

As appropriate, you may be charged additional costs for security, AV technicians, lifeguards and athletic equipment attendants. Call (909) 388-6100 for current rates.

SMOKING IS NOT PERMITTED ON ANY SCHOOL SITE AT ANY TIME

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Indian Springs High School



USE OF FACILITIES

POLICY, REGULATIONS, AND FEES





Roosevelt ES



Brown ES

San Bernardino City Unified School District Civic Center Policy

The Board of Education recognizes that district facilities and grounds are a community resource and authorizes their use by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

All schools within the San Bernardino City Unified School District, while in regular session, are available weekdays until 5:00 p.m. providing that facilities use would not disrupt the normal instructional program at each site. Use beyond 5:00 p.m. may incur a charge. All school-related activities shall be given priority in the use of facilities and grounds under the Civic Center Act. Thereafter, the use shall be on a first-come, first-served basis.

Free use shall apply to school groups or those organizations that qualify under the provisions of the Civic Center Act and which are organized for general character building and welfare purposes. All meetings qualifying under these provisions shall be non-exclusive, open to the public, and free of charge and limited to the designated Civic Center schools Monday through Friday until 11:00 p.m. Organizations granted the use of school facilities or grounds under free use will be charged for cost if date is on a Saturday, Sunday, or holiday, or if extra custodial or cafeteria employee duties occur.

Schedule of Rules and Regulations

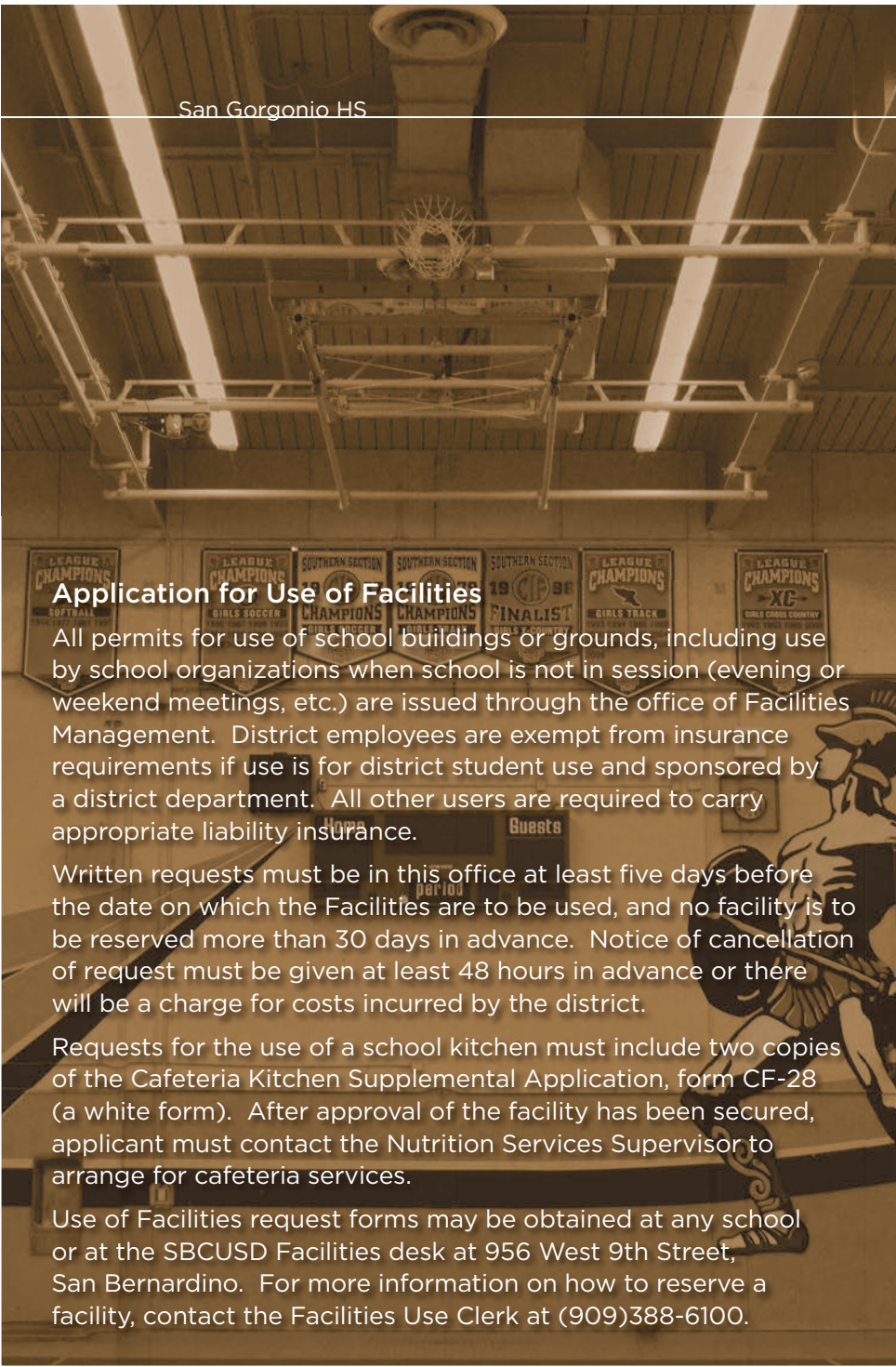
- Arrangements for the use of school equipment must be made with the individual school principal. It is the responsibility of the user to ensure facility equipment is operable.
- School furniture or equipment may not be removed or displaced without permission from the school employee in charge.
- Permits will not be granted for personal or individual use of school property and equipment. School property may not be used for public dances, parties, receptions, or to conduct games of chance.
- All permits shall be issued for specific hours. No permit will be issued to extend later than 11:00 p.m.
- Permits may be revoked without previous notice when conflicting dates result or when the need of the property for public school purposes has subsequently developed. For other cause, permits may be revoked at any time upon reasonable notice.
- It shall be the duty of the custodian to see that the rules and regulations are enforced, and to report any violations to the principal.
- Facilities are available during vacation periods only if the use does not conflict with cleaning and renovating activities.
- All persons using school facilities shall assume full responsibility for any damage or abuse and shall ensure the same degree of maintenance and cleanliness found upon arrival at the facility.
- No keys shall be issued for any facility.
- Charges for use of district facilities, where applicable, are payable in advance at least five days prior to use. Charges may be determined from schedule of rates. Facilities will not be opened unless payment has been made. Payment of charges should be made to the Business Office.
- Facility users' vehicles must be parked in designated parking areas only.

Damage and Liability

Groups, organizations or persons using school facilities or grounds shall be liable for any property damages caused by the activity. The Board may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds.

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from the risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of liability insurance in the amount of \$1,000,000.00 or more, per occurrence. Groups or Organizations are to name San Bernardino City Unified School District, Board, Officers, Employees and Southern California Schools Risk Management (SCSRM) as additionally insured.



San Gorgonio HS

Application for Use of Facilities

All permits for use of school buildings or grounds, including use by school organizations when school is not in session (evening or weekend meetings, etc.) are issued through the office of Facilities Management. District employees are exempt from insurance requirements if use is for district student use and sponsored by a district department. All other users are required to carry appropriate liability insurance.

Written requests must be in this office at least five days before the date on which the Facilities are to be used, and no facility is to be reserved more than 30 days in advance. Notice of cancellation of request must be given at least 48 hours in advance or there will be a charge for costs incurred by the district.

Requests for the use of a school kitchen must include two copies of the Cafeteria Kitchen Supplemental Application, form CF-28 (a white form). After approval of the facility has been secured, applicant must contact the Nutrition Services Supervisor to arrange for cafeteria services.

Use of Facilities request forms may be obtained at any school or at the SBCUSD Facilities desk at 956 West 9th Street, San Bernardino. For more information on how to reserve a facility, contact the Facilities Use Clerk at (909)388-6100.



San Bernardino HS