

**COMMUNITY USE OF
SCHOOL FACILITIES**

FACILITY USE RENTAL AND FEE SCHEDULE

Class I Fees No charge for district Mission related use.

Organizations directly associated with the District, and conducting activities for District school-age children. Examples include: staff and student groups or clubs, school teams, parent council/advisory.

Groups or District departments conducting staff development, in-service or other job-related training classes primarily for District personnel, and at the request of a District administrator.

1. **Additional Requirements for Agua Fria Union High School District Groups:**
2. **Employees (Coaches and Club Sponsors)**
 - a. **All funds collected by any school employee must be deposited in the bookstore**
 - b. **Coaches cannot be paid for the event**
 - c. **All funds (100%) must benefit the program, students or pay for costs incurred**
3. **Weight Room Coverage (off-season)**
 - a. **Must be paid by Athletics**
 - b. **Employee may be paid District established \$10 per hour duty fee**
 - c. **Timesheets must be completed for pay**

Class II Fees

Non-school sponsored non-profit service organizations whose academic or recreational activities involve District school-age children. Examples include: non-profit youth sports organizations, feeder schools, Boy Scouts, Girl Scouts, Intergovernmental Agreements.

Additional Requirements for Agua Fria Union High School District Groups:

1. **Employees (Coaches and Club Sponsors)**
 - a. **All funds collected by any school employee must be deposited in the bookstore**
 - b. **Funds may be used to pay coaches via AFUHSD payroll**
 - c. **Maximum of \$25 per hour per coach for activities associated with the fundraiser/event (direct contact with students for the actual event)**
 - d. **Timesheets must be completed for pay**
2. **Agua Fria Union High School District Booster Clubs**
 - a. **If sponsored, organized and run by the Booster Club**
 - b. **All funds must be collected and handled by the Booster Club**
 - c. **If students are used to work at a fundraiser, an agreed upon pre-specified percentage of the proceeds will be deposited into the school student activity account.**

Class III **Fees** See below

Examples include: religious organizations, civic organizations, educational organizations, governmental organizations, service organizations, extended day resource programs, home owners associations, other nonprofit organizations.

Class IV **Fees** See below

Examples include: commercial, profit-making individuals and organizations not qualifying for Class I, II, III.

Note: All fees must be paid in full prior to the day of the event. Any unpaid balance after the day of the event will incur a *late payment penalty fee* of ten percent (10%).

The District understands that unforeseen events can happen that may delay payment by lessee to Agua Fria Union High School District No.216, therefore under special circumstances, the lessee may arrange to be given a ten (10) business day grace period in order to pay the full amount. Any unpaid balance after the grace period will incur a late payment penalty fee of ten percent (10%).

Security Deposit

A security deposit in the amount of two hundred fifty dollars (\$250) must be paid in advance to the AFUHSD Operations and Safety Department in the form of a money order or personal check. Money Order or check must be made out to: Agua Fria Union High School District No. 216. (No other method of security deposit payment will be accepted.) The security deposit will be used to partially or fully cover any damages incurred by the lessee and/or participants during the event. In addition, this amount may be used to recover any unpaid balance due to the District by the lessee. This amount is one hundred percent (100%) refundable minus damages, if applicable.)

Eliseo Felix District Office	Class II	Class III per hour	Class IV per hour
		Minimum (4) hours use	
Conference Room	\$6.50	\$16.50	\$33.00
Teaching and Learning Center	\$8.50	\$50.00	\$100.00
Board Room	\$8.50	\$50.00	\$100.00
Break Room	\$6.50	\$16.50	\$100.00
IT Training Room	\$8.50	\$50.00	\$100.00

Facility	Class II Fee per hour	Class III Fee per hour	Class IV Fee per hour
		Minimum (4) hours use	
Classroom –Standard (900 sq ft)	\$5.50	\$15.00	\$30.00
Classroom- Small Conference	\$6.50	\$16.50	\$33.00
Specialized Classroom	\$7.00	\$17.00	\$34.00
Innovation Room	\$7.00	\$17.00	\$34.00
Maker Space	\$7.00	\$17.00	\$34.00
Band, Library	\$12.50	\$55.50	\$110.00
Auditorium Pod (AFHS)	\$8.50	\$50.00	\$100.00
Auditorium	\$30.00	\$85.00	\$170.00
Accelerator (CVHS)	\$15.00	\$50.00	\$100.00
Gymnasium-Primary	\$26.00	\$85.00	\$170.00
Gymnasium-Auxiliary	\$16.00	\$75.00	\$150.00
Dance-Auxiliary	\$10.00	\$50.00	\$100.00
Wrestling Room	\$10.00	\$50.00	\$100.00
Black Box- Auxiliary	\$8.00	\$40.00	\$80.00
Cafeteria Dining Room	\$16.50	\$70.00	\$140.00
Football Stadium	\$40.00	\$80.00	\$160.00
Add Track to Stadium	\$20.00	\$40.00	\$80.00
Add Lights to Stadium	\$35.00	\$35.00	\$70.00
Add Field Striping to Stadium	\$390.00	\$390.00	\$780.00
Soccer-Add Field Striping to Stadium	\$195.00	\$195.00	\$195.00
Track Surface Only	\$20.00	\$40.00	\$80.00
Baseball Field –Varsity	\$15.00	\$35.00	\$70.00
Add Lights to Varsity Field	\$40.00	\$40.00	\$80.00
Add Field Striping to Var Field	\$45.00	\$45.00	\$90.00
Softball Field – Varsity	\$15.00	\$35.00	\$70.00
Add Lights to Varsity Field	\$15.00	\$20.00	\$40.00
Add Field Striping to Var Field	\$45.00	\$45.00	\$90.00
Football, Soccer Practice Field	\$15.00	\$35.00	\$70.00
Baseball, Softball Practice Field	\$15.00	\$35.00	\$70.00
Tennis Court – Per Court	\$5.00	\$9.00	\$18.00
Add Lights to Court	\$5.00	\$5.00	\$10.00
Sand Volleyball Court	\$5.00	\$9.00	\$18.00
Parking Lot Events	NA	\$45.00	\$90.00
Interior Storage per Square Foot	NA	\$7.50	\$15.00
Elections (Flat Rate)	TBA	TBA	TBA
Cancellation Fee (48 hours notice)	NA	\$35.00	\$35.00

Notes for Facility Fees:

- Fees noted on this exhibit may be adjusted by the Superintendent or the Superintendent’s designee.
- Fees do not reflect additional charges for personnel (police, security, custodian, house manager, etc.)
- Fees for “other” facilities may be determined by the Superintendent or the Superintendent’s designee.
- Should an event exceed the number of participants indicated on the application, requiring additional personnel (such as the need for an additional custodian for clean-up), the event person, group or organization will be charged for additional services rendered.

Personnel	Fee Per hour
Electrician	\$25.00
Custodian	\$20.00
Grounds Person	\$21.25
House Manager	\$30.00
Stage Manager	\$21.25
Lighting Technician	\$25.00
Sound Technician	\$25.00
Lighting/Sound Technician (Student)	Student Worker Rate
Police and Security must be contracted by the lessee and proof provided to the AFUHSD Operations and Safety Department	

Special Equipment	Fee
LCD Projector	\$5.00 per hour
Piano (only if available- piano will not be moved from its existing location)	\$25.00 per performance
Portable PA System	\$10.00 per day
Overhead Projector	\$2.00 per hour
VCR/DVD Player	\$10.00 per day
Podium with Microphone	\$10.00 per day
Heating/Cooling/Lighting <ul style="list-style-type: none"> • Supervisory or custodial staff level will be determined by the District • Item cost will be determined at the time of rental 	Per District Cost

Transportation	Fee per mile
Mileage (total number of miles)	\$1.25 per mile
Bus Driver	\$18.00 per hour
Bus Aide	\$13.85 per hour
Van/Car (van approved employee only)	\$.60 per mile

Goods and Services Contributed

A person, group or organization may contribute goods or render services as full or partial payment of the user fee. The value of the goods will be determined by the District Executive Director of Finance based upon established market price, trade in value, posted prices or where these methods prove impractical, appraisal or barter may be employed so long as the procedure is advantageous to the District. The value of services rendered shall be based upon the hourly wages of a beginning employee of this or another Arizona School District performing similar functions as determined by the District Executive Director of Finance. Should disagreement between the contributor and the District occur as to the value of the goods or services offered, the District reserves the right to refuse to accept the offer.