

APPENDIX A

RENTER CLASSIFICATIONS AND FEE SCHEDULES

*All renters are responsible for custodial charges, when applicable, regardless of classification.

- A. Classification of Rental Users The renter of a District school or facility shall be subject to a rental fee depending on the classification of the renter. **Fees for each classification are shown in the tables in Appendix D.** The five (5) classifications and categories of fee rentals are as follows:

CLASS I

School affiliated organizations, school sponsored programs, and organizations whose primary purpose is to provide financial assistance to the school are all considered, for the purpose of these Procedures, to be school related. This category of user is exempt from facility rental fees, but subject to all staff and other out-of-pocket costs incurred by the District. This Class includes [the following](#):

1. Organizations directly associated with the District, and conducting activities for District school-age children. Examples include staff and student groups or clubs and school teams [associated with the District.](#)
2. Park District activities that directly serve District school-age students and benefiting the residents of the School District.
3. Volunteer Groups conducting activities for District school-age children would include Boy Scouts of America, Girl Scouts of America, Camp Fire, Parent Council, PTA/[Home and School Organizations](#), booster clubs, etc. (when conducting regular meetings).
4. Units, or elected officials, of Federal, State and local government, when conducting community or official business within the District.
5. [Organizations \(such as public universities and colleges\) conducting](#) staff development programs, [joint school district cooperative ventures](#), in-service or other job-related training classes primarily for District staff. If the class was designed for District staff, [and](#) outside parties attend because of limited available openings, the function will not be subject to rental fees **if more than ninety percent (90%) of the participants are District staff.**

CLASS II

This category of user is for non-profit organizations whose academic or recreational activities **directly serve District** school-age students. This category must pay facility use fees and is also subject to all staff and other out-of-pocket costs incurred by the District. Included in this Class are:

1. Youth organizations such as Boys/Girls Clubs, Y.M.C.A., community sports leagues and National or State athletic organizations.
2. Non-profit performing arts groups, if located within the District and **directly** serving District students.

Note If the activities of the above groups do **not directly serve** District school-age students, Class III, non-profit rental rates apply.

CLASS III

This category of user is for all non-profit organizations where the use of facilities does not meet the conditions for the lower, Class II rental rates above. Included in this Class are:

1. Community organizations such as Rotary, Kiwanis, Jaycees, [Optimists](#), [Lions](#), etc.
2. Units of Federal, State and local government, when their use of the facility is not community or official business (i.e.: fundraisers, fee activities, sponsoring another group where that group would be subject to a rental fee schedule, etc.)
3. Non-profit groups (other than public community colleges or universities) conducting any in-service or job training classes to the general public and the classes are not solely for District staff.
4. Political organizations or elected officials, when their activities are not exclusively for community information purposes.
5. Churches and religious groups
6. National or State educational or employee organizations. If activity is to be hosted by District, and approved by the Site Administrator or the Assistant Superintendent for Planning, Technology and Operations, no rental fee will be charged.
7. Local civic and homeowner groups.
8. Non-profit groups providing services to the community and to District students, community sports leagues, and National or State athletic organizations (if less than 90% of participants are District 308 residents)
9. Non-public non-profit colleges or universities.

CLASS IV

This category of user is for all commercial, profit making individuals and organizations, regardless of the purpose for their use of facilities.

Any activity of a profit-making organization for the purpose of donating profits or proceeds to the District, or a public charity, does not change the rental fee rate from their Class IV schedule.

CLASS V

This category of user is for public community colleges and universities (non-public non-profit colleges are subject to fees as Class III, non-profit organizations). If using equipment in a specialized classroom such as computer labs, vocational, science, or art rooms, etc., equipment charges listed in Section III.D shall apply.

If the public community college/university is providing classes at the written request of the District, where a minimum of 90% of students attending are Oswego Community Unit School District employees, this would be considered a reciprocal agreement and they would be subject to Class 1.4 rates.