



### **1004.1 Community Use of Facilities**

1. The Associate Superintendent, Business Affairs, shall negotiate Joint Use Agreements between the Board and the City.
2. Community use of District facilities shall be in accordance with the current Joint Use Agreement with the City of Lethbridge. (Joint Use Agreement Handbook)
3. Lease or rental agreements for use of school space by businesses, groups or organizations that are outside the terms of the Joint Use Agreement shall be negotiated and approved by the Associate Superintendent, Business Affairs, in consultation with the school principal.
  - 3.1 Fees for use of school space shall cover the costs of hosting the program or activity.
  - 3.2 Rental or lease agreements will be reviewed annually.
  - 3.3 The Lessee shall agree to assume responsibility for the conduct and safety of those using the facility under the terms of the lease, and shall be responsible for damage to the building or contents caused by them. The Lessee shall agree to maintain the facility in good condition and to repair any damage at its own expense.
  - 3.4 The Lessee shall agree to abide by all building and fire regulations and to comply with the rules and regulations for the facility, whether posted or otherwise imposed by the District.
  - 3.5 School furniture and equipment will not be made available for use by these individuals or groups unless specific arrangements are included as part of the rental or lease agreement.
  - 3.6 The Lessee shall assume all responsibility for any goods or materials that may be placed in storage with the District before, during or after the term of this agreement.
  - 3.7 The Lessee shall agree to not post or allow to be posted any signs, cards, or posters except upon such display areas as the District may provide. All material is subject to approval by the District.
  - 3.8 The lease agreement shall specify the notice required for cancellation of the lease by either party.
  - 3.9 All monies generated from leases/rentals shall accrue to the District.

Mal Clewes  
Superintendent of Schools  
May 4, 2005

**Procedure**