

Use of School Facilities – Rental Fees/For Normal Use

An online building use form must be completed at the time a request is made.

1. Building Principal will review activity, date and time and will approve/disapprove request.
2. Rates stated are daily rates.
3. Any direct costs to the district will be charged to the requester (custodial, security, technology, cafeteria, game manager, clock, announcers, etc.).
4. Custodians must be present for all activities.
5. Overtime or additional time must be paid by the renter.
6. Use of all supplies or equipment must be authorized.
7. Use of technology must be operated by district authorized staff.
8. With the exception of the pool, use of any other facilities for private or personal events is prohibited.

ROOM	SCHOOL	PROFIT	COMMUNITY NON-PROFIT	SCHOOL-RELATED NON-PROFIT	
AUDITORIUM	High School	\$ 75.00	-0-	-0-	
	Middle School	\$ 75.00	-0-	-0-	
A technician acceptable to the administration must be present and paid by the renter if the stage lighting and/or sound system is to be used.					
MULTIPURPOSE ROOM	Elementary School	\$75.00	-0- -0-	-0-	
GYMNASIUM	High School	\$75.00	-0-	-0-	
	Middle School	\$ 75.00	-0-	-0-	
STADIUM COMPLEX STADIUM LIGHTS	High School	\$ 150.00	-0-	-0-	
		\$ 100.00	\$ 100.00	\$ 100.00	
Press box use will require KASD personnel or technician acceptable to administration be present and paid by renter if the sound system and/or scoreboard is to be used. Stadium complex use requires KASD approved Game Manager at all events and paid by renter.					
CAFETERIAS	High School	\$ 30.00	-0-	-0-	
	Middle School	\$ 30.00	-0-	-0-	
One cook or former cook who is familiar with the equipment as well as a custodian must be present. You will be billed by the KASD.					
MUSIC ROOM	High School	\$ 10.00 for the first hour			
	Middle School	\$ 5.00 for each additional hour.			
CLASSROOMS	All Schools	\$ 10.00 for the first hour and \$ 5.00 for each additional hour.			
SWIMMING POOL	High School	\$ 75.00 2 hour maximum	-0-	-0-	
Lifeguards (from approved list in High School Office) must be hired by renter and listed on request form.					

Fees– All fees shall be remitted to the Kane Area School District. Individual employees may not be paid directly by the user of the facility. Per hour fees estimated until final bill. Per game fees as stated below.

Custodial/Cafeteria Employee	\$20.00 per hour	Clock Operator	\$40 per game (if multiple games, multiple fee)
Event Staff for Security	\$12.00 per hour	Announcer	\$40 per game (if multiple games, multiple fee)
Lighting/Sound System Inside	\$25.00 per hour		

Stadium Complex Use has mandatory 2 Event Staff for Security and will be charged for 2 Custodians.

Stadium Complex Light Fee will be charged for all groups who need use of lights except for KASD run events.

All Cafeteria, Event Staff for Security, Clock Operator, and Announcer must be contacted by renter and listed on Use of Facility. Custodial assigned by KASD. Gym Sound System, and Auditorium Lights/Sound will be assigned by KASD unless prior arrangements are made and training is completed by renter.

Lists are available for above KASD approved personnel.