

**CARROLL COUNTY PUBLIC SCHOOLS  
ADMINISTRATIVE REGULATIONS**

**BOARD POLICY KGF: COMMUNITY USE OF SCHOOL FACILITIES**

<b>FACILITIES</b>	<b>USE OF FACILITIES McDaniel College</b>	<b>NO. 3.19 DATE: 8/16/04</b>
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Contact: Director of Facilities

McDaniel College and Carroll County Public Schools have close professional and community ties. As such, a partnership with "Use of School Facilities" is mutually beneficial.

McDaniel College is considered a "for-profit" organization and, as such, is a Sixth Priority User for the purpose of Carroll County Public Schools facility use. Following the normal procedures for Sixth Priority Users, McDaniel College should be charged a space rental whenever a Carroll County Public Schools facility is utilized for McDaniel College business.

Since McDaniel College periodically offers use of its facilities to the Carroll County Public Schools at no charge, a reciprocal courtesy is appropriate.

Space rental charges for McDaniel College may be waived under certain conditions. The following activities may be deemed mutually beneficial to both Carroll County Public Schools and McDaniel College and thus eligible for a waiver of rental fees.

1. Special cooperative graduate level courses sponsored by Carroll County Public Schools and offered by McDaniel College.
2. Graduate level courses when the majority (50%) of class participants are Carroll County Public Schools employees.
3. Clinic graduate courses where McDaniel College students offer testing and instructional programming that includes Carroll County students.

NON-EXEMPT AREAS:

1. Undergraduate courses are not eligible for the waiver of space rental.
2. Charges are to be assessed per the *Schedule of Charges for Use of Facilities - Carroll County Public Schools* and include space rental plus custodial charges.
3. McDaniel College must have an appropriate Certificate of Liability Insurance on file with Carroll County Public Schools' Facilities Department and must complete an Application for Use of Facilities for each planned activity.
4. Carroll County Public School employees teaching McDaniel College classes are not exempt from the established guidelines.

Users agree to notify the Department of Facilities of the Carroll County Public Schools, in writing, within 24 hours, in the event that any officer, director, employee, or agent of the group/organization is reported to the Department of Social Services for child abuse or neglect, and further agree that the officer, director, employee, or agent shall not enter onto the property of the Carroll County Public Schools until permission is granted by the Carroll County Public Schools.