

Class A: SCHOOL DISTRICT AND SCHOOL DISTRICT RELATED ORGANIZATIONS

- Regular classroom and extracurricular activities sponsored by the school
- School board approved support organizations activities
- School/district sponsored staff activities
- Board approved community education activities
- Community, social, civic or service organizations sponsoring money making activities with all proceeds directly benefiting the schools
- Monticello or Jones County government units or committees
- Requests for National, State and Local elections

Class B: NON-PROFIT / YOUTH / CIVIC ORGANIZATIONS

- Community, social, civic or service organizations for purposes that have educational, recreational or cultural purposes
- Local nonprofit organizations/community groups conducting money making activities for their organizations or for charitable purposes
- Parents wishing to use the facility for a small number of students
- Organizations such as Boy Scouts, Girl Scouts, 4-H

Class C: IN-DISTRICT ORGANIZATIONS / PRIVATE INTEREST GROUPS

- Organizations, businesses, or other Private Interest Groups located within and paying property taxes to the Monticello Community School District

Class D: OUT OF DISTRICT ORGANIZATIONS / PRIVATE INTEREST GROUPS

- Organizations, businesses, or other Private Interest Groups located outside the Monticello Community School District
- Out of school district youth or adult groups with less than 75% Monticello residents as participants

NOTES:

- The superintendent and/or board may, by discretion, approve other uses of school facilities and set fees accordingly
- Each entity must make arrangements with the school district activities director to have adequate custodial and supervisory services. A custodian may be required for all facilities usage (Determined by the Activities Director)
- Facilities will not be available unless a Facility Request Form and a Hold Harmless agreement is signed by the entity and the school district well in advance of scheduled usage
- All groups are responsible for their own liability insurance coverage with the minimum amount of \$1,000,000 combined single limit of bodily injury and property damage liability
- The district may require a proof of insurance certificate
- Fractions of hours will be rounded up to the next hour
- All facility rentals subject to availability
- Food Service Supervisor required for all kitchen use in any building
- Superintendent / Board may waive fees for any group at the discretion of the Superintendent or Board

ROOM	CLASS A or B	CLASS C	CLASS D
Any School Cafeteria w/o Kitchen	Charge may apply	\$25 / hr.	\$50 / hr.
Any School Cafeteria with Kitchen	Charge may apply	\$50 / hr.	\$100 / hr.
Any School Gym	Charge may apply	\$50 / hr.	\$100 / hr.
Any Auditorium	Charge may apply	\$50 / hr.	\$100 / hr.
Any Classroom / Other Rooms	Charge may apply	\$25 / hr.	\$50 / hr.
Any Hallway / Commons	Charge may apply	\$25 / hr.	\$50 / hr.
Any Media Center	Charge may apply	\$50 / hr.	\$100 / hr.
Baseball or Softball Field	Charge may apply	\$25 / hr.	\$50 / hr.
Football Field / Stadium	Charge may apply	\$100 / hr.	\$200 / hr.
Stadium Scoreboard	Charge may apply	\$25 / hr.	\$50 / hr.
Track / Field	Charge may apply	\$100 / hr.	\$200 / hr.
Any music room / facility used for rehearsals	Charge may apply	\$50 / hr.	\$100 / hr.
Personnel Fees			
Auditorium Stage Technician (4 hr. min)	Charge Actual Cost	\$25 / hr.	\$25 / hr.
Event Supervisor (4 hr. min)	Charge Actual Cost	\$25 / hr.	\$25 / hr.
Custodian (4 hr. min.)	Charge Actual Cost	\$25 / hr.	\$25 / hr.
Food Service Supervisor (4 hr. min)	Charge Actual Cost	\$25 / hr.	\$25 / hr.
Sound / Light Staff (4 hr. min)	Charge Actual Cost	\$25 / hr.	\$25 / hr.

Entities that use the school district facilities must leave the facilities in the same condition it was in prior to use, or additional fees may apply.

Reviewed and Amended: 7/27/20; 6/22/26