

Dubuque Community School District
Facility Rental Fee Schedule for 2019 – 2020

Approved by the Board of Education on March 11, 2019

1. A permit fee will be charged for each Facilities Contract issued to Classes II and III.
 - a. 1 event fee will be \$25.00
 - b. 2-10 event fee will be \$50.00
 - c. 11-20 event fee will be \$100.00
 - d. 20 + event fee will be \$200.00
2. In addition to rental fees listed in the following schedules, the District will assess additional costs for custodial, food and nutrition, refuse disposal, and/or repair and maintenance services, etc.

	Class II	Class III	Change from 2018-2019
Classrooms	NC	\$20.00	Same
Computer Labs Will require staff supervision; costs assessed	NC	\$60.00 Per hour, plus staff costs	Same
Gymnasiums – High Schools			
Hempstead – Moody	NC	\$125.00	Same
Hempstead – North Gym	NC	\$125.00	Same
Senior – Lower Gym	NC	\$125.00	Same
Senior – Nora Gym		\$125.00 Per hour	Same
Gymnasiums – Middle Schools			
Roosevelt	NC	\$125.00	Same
Jefferson	NC	\$75.00	Same
Washington	NC	\$75.00 Per hour	Same
Gymnasiums – Elementary Schools			
<u>Large Gyms</u>			
Carver	NC	\$125.00	Same
Kennedy	NC	\$125.00	Same
Prescott	NC	\$125.00	Same
Table Mound	NC	\$125.00 Per hour	Same
<u>Small Gyms</u>			
Audubon	NC	\$75.00	Same
Kennedy	NC	\$75.00	Same
Sageville	NC	\$75.00	Same
Table Mound	NC	\$75.00 Per hour	Same
Bryant, Eisenhower, Fulton, Hoover, Irving, Lincoln, and Marshall	NC	\$50.00 Per hour	Same
Auditoriums			
Hempstead/Senior/Jefferson/Roosevelt/Washington Rehearsal	NC	\$120.00 for 2 hours 2 hour minimum rental	Same
Event/Performance	NC	\$385.00 for 2 hours 2 hour minimum rental \$75.00 for each additional hour	Same
Grand Piano	NC	\$100.00 Per event	Same

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Fee schedule, continued

	Class II	Class III	Change from 2018-2019
Hempstead Pool	NC	\$150.00 Per hour	+ \$35.00
Hempstead Pool Timing System	NC	\$125.00 per day 1 day minimum rental	+ \$10.00
Commons/Cafeteria Hempstead/Senior	NC	\$35.00 Per hour	Same
Wrestling Room Hempstead/Senior	NC	\$35.00 Per hour	Same
Fitness Center Hempstead/Senior	NC	\$35.00 Per hour	Same
Tennis Courts Hempstead/Senior	NC	\$35.00 Per hour	Same
Outdoor Field Areas Hempstead/Senior (Baseball/Football/Softball/Soccer) (Does not include Dalzell Field)	NC	\$35.00 Per hour	Same
Outdoor Field Areas Middle Schools (Baseball/Football/Softball/Soccer)	NC	\$35.00 Per hour	Same
Outdoor Field Areas Elementary Schools (Baseball/Football/Softball/Soccer)	NC	\$35.00 Per hour	Same
Parking Lots Hempstead/Senior	NC	\$115.00 Per 8 hours	Same
Parking Lots Middle Schools	NC	\$115.00 Per 8 hours	Same
Parking Lots Elementary Schools	NC	\$115.00 Per 8 hours	Same
Dalzell Field			
Football Field/Track	\$330.00 for 4 hours 4 hour minimum rental \$75.00 for each additional hour	\$550.00 for 4 hours 4 hour minimum rental \$100.00 for each additional hour	Same
Lights	\$60.00 Per hour	\$65.00 Per hour	+ \$ 5.00
Scoreboard	\$30.00 Per hour	\$40.00 Per hour	+ \$10.00
Team Room/Officials Side 1	\$225.00	\$225.00	Same
Team Room/Officials Side 2	\$225.00	\$225.00	Same
Hempstead			
Football Field/Track	\$275.00 for 4 hours 4 hour minimum rental \$75.00 for each additional hour	\$440.00 for 4 hours 4 hour minimum rental \$100.00 for each additional hour	Same

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Activity Classifications

Persons or groups using the facilities will be classified as I, II, or III with Class I having the highest priority for use. The District Facilities Scheduler will determine the classification of each request for use of a facility based upon criteria outlined below.

The classification of the person or group will be determined by the person's or group's non-profit status, and/or the purpose for the rental, and/or the nature of the activity. The following classification criteria, listed in priority order, should be followed for the use of all District facilities.

Class I – School District and District-Sponsored Activities

- Facilities Contract not required; no rental fee
- Regular classroom activities
- School-sponsored activities for students (clubs, athletics, intramurals)
- School-sponsored activities for parents (plays, open houses)
- School-related groups and organizations (booster clubs, parent-teacher or employee meetings)
- School- and District-sponsored activities for District staff (training sessions and wellness)

Class II – Governmental Agencies, Educational Institutions, Non-profit Organizations, Civic and Service Groups (no admission fee charged)

- Facilities Contract and application fee required; rental fee (based on Facility Rental Fee Schedule); additional costs i.e. custodial, supervision, etc. assessed
- For purposes of determining eligibility, verification of an individual's affiliation with non-profit organization must be provided. Verification will be valid through June 30. The non-profit organization is responsible for all unpaid fees incurred by individuals affiliated with the non-profit organization.
- No fund-raising activities allowed

Class III – Governmental Agencies, Educational Institutions, Non-profit Organizations, Civic and Service Groups (admission fee charged), and all others

- Facilities Contract and application fee required; rental fee (based on Facility Rental Fee Schedule); additional costs i.e. custodial, supervision, etc. assessed