

administrative guidelines

BOARD OF EDUCATION
PORT WASHINGTON-SAUKVILLE PUBLIC SCHOOLS

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FACILITY RENTAL FEES

- I. Fees listed below are for a period of time up to 4 hours usage (unless otherwise noted), including time for pre- and post-setup for the event. Everything over 4 hours shall be prorated at an hourly rate, rounded off to the nearest whole hour with a minimum of 1 hour. Equipment fees are additional.
- II. This fee schedule will be reviewed by the Board of Education prior to April 15. Implementation of approved fees will be scheduled for June 1 of each year.

A. High School

1. Auditorium
 - a. performance (includes music rooms) \$180.00
 - b. rehearsal – auditorium only \$ 22.00
(auditorium only, per hour)
 - c. rehearsal with air conditioning – \$ 36.00
auditorium only (per hour)
 - d. meeting \$ 95.00
2. Gymnasium
 - a. single \$ 95.00
 - b. double \$151.00
 - c. triple \$213.00
 - d. shower/locker facilities (additional) \$ 73.00
 - e. wrestling gym \$ 30.00
 - f. gymnastics room \$ 40.00
 - g. batting cage \$ 40.00
 - h. concession stand \$ 49.00
3. Cafeteria
 - a. single (south) \$ 79.00
 - b. entire \$107.00
 - c. kitchen \$152.00
(requires, in addition to rental fee,
assignment and overtime wages for one
supervising District food service
employee)
4. Other
 - a. music room (per hour) \$ 22.00
 - b. Little Theater \$ 58.00
 - c. classroom \$ 37.00

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	d.	library	\$ 58.00
B.		Middle School	
	1.	Stage and Cafeteria (for use as auditorium)	
	a.	performance	\$ 80.00
	b.	rehearsal (per hour)	\$ 22.00
	c.	meeting	\$ 58.00
	2.	Gymnasium	
	a.	gym only	\$ 93.00
	b.	shower/locker facilities (additional)	\$ 67.00
	3.	Cafeteria	
	a.	dining area only	\$ 58.00
	b.	kitchen	\$100.00
		(requires, in addition to rental fee, assignment and overtime wages for one supervising District food service employee)	
	4.	Other	
	a.	classroom	\$ 37.00
	b.	library	\$ 58.00
C.		Other	
	1.	Elementary schools	
	a.	classroom	\$ 37.00
	b.	library	\$ 58.00
	c.	all-purpose room	\$ 58.00
	2.	Outdoor athletic areas	
	a.	concession stand	\$ 49.00
	b.	tennis court	\$ 10.00
	c.	athletic field/track	\$213.00
		(includes restrooms and pressbox)	
	d.	baseball/softball field, ungroomed, no lights	\$ 50.00
		(restroom facilities additional)	
	e.	baseball/softball field, ungroomed, lights	\$ 80.00
		(restroom facilities additional)	
	f.	baseball/softball field, groomed, lights,	\$121.00
		NOT AVAILABLE ON WEEKENDS	

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	(restroom facilities additional)	
g.	restroom facilities	\$ 20.00
3.	Equipment (does not include labor charges)	
a.	light and sound equipment - auditorium (per hour)	\$ 20.00*
b.	spotlight - auditorium	\$ 10.00*
c.	microphone (per hour)	\$ 10.00*
d.	podium	\$ 5.00**
e.	piano (if not already in room)	\$ 10.00**
f.	music stands (set of 10)	\$ 5.00**
g.	TV / VCR / DVD unit	\$ 10.00**
h.	AV cart (no equipment)	\$ 5.00**
i.	digital projector	\$ 20.00**
j.	overhead projector	\$ 5.00**
k.	screen (if not already in room)	\$ 5.00**
l.	copiers	\$ 10.00**
m.	extension cords	\$ 5.00**
n.	table (each)	\$ 5.00***
o.	chairs (additional over 50)	\$ 20.00***
p.	coat racks	\$ 5.00**
q.	scoreboard	\$ 10.00**
r.	scorers' table	\$ 10.00**
s.	basketball setup (includes scoreboard, scorers' table, and team chairs)	\$ 25.00**
t.	gym floor coverings	\$ 35.00*
u.	wrestling mats	\$ 25.00***
v.	volleyball court equipment	\$ 10.00***
w.	pool toys and lifejackets	\$ 10.00**
*	Group A – no charge	
**	Groups A and B – no charge	
***	Groups A, B, and C – no charge	

D. District Aquatic Center

1.	Group rental (per 1 ½ hour)	
a.	District resident, 1 - 60 patrons	\$117.00
b.	District resident, 61 – 136 patrons	\$156.00
c.	District resident, 137 – 236 patrons	\$195.00
d.	non-District resident, 1 - 60 patrons	\$168.00
e.	non-District resident, 61 – 136 patrons	\$200.00
f.	non-District resident, 137 – 236 patrons	\$257.00

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- g. Rates will be prorated based on lanes used if the pool is open to the public when rented. The swimming pool is divided into 8 lanes, the diving well is considered 2 lanes, for a total of 10 lanes.
 - i. District resident per lane/per hour \$ 7.90
 - ii. non-District resident per lane/per hour \$13.10
- 2. Commercial group rental (per hour)
 - a. District resident \$ 7.90
 - b. non-District resident \$13.10
 - c. Rates will be prorated based on lanes used if the pool is open to the public when rented. The swimming pool is divided into 8 lanes, the diving well is considered 2 lanes, for a total of 10 lanes.
 - i. District resident per lane/per hour \$ 7.90
 - ii. non-District resident per lane/per hour \$13.10
 - d. Supervision and overtime costs will be charged when class extends beyond the normal pool hours.
- 3. Competitive swim meet rental (per day)
 - a. District resident sponsored \$200.00
 - b. non-District resident sponsored \$450.00
- 4. Daily fees
 - a. District resident adult lap swim \$ 3.00
 - b. District resident open swim, all ages \$ 3.00
 - c. non-District resident adult lap swim \$ 5.00
 - d. non-District resident open swim, all ages \$ 5.00
 - e. Senior citizens are defined as 60 years and older.
- 5. Pass fees – school year
 - a. District resident student \$ 26.00
 - b. District resident adult \$ 44.00
 - c. District resident family \$ 95.00
 - d. District resident senior citizen \$ 26.00
 - e. non-District resident student \$ 60.00
 - f. non-District resident adult \$100.00
 - g. non-District resident family \$200.00
 - h. non-District resident senior citizen \$ 60.00
 - i. Senior citizens are defined as 60 years and older.
- 6. Pass fees – summer only
 - a. District resident student \$ 18.00

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- b. District resident adult \$ 37.00
 - c. District resident family \$ 44.00
 - d. District resident senior citizen \$ 20.00
 - e. non-District resident student \$ 60.00
 - f. non-District resident adult \$ 79.00
 - g. non-District resident family \$148.00
 - h. non-District resident senior citizen \$ 60.00
 - i. Senior citizens are defined as 60 years and older.
7. Pass fees – calendar year
- a. District resident student \$ 40.00
 - b. District resident adult \$ 75.00
 - c. District resident family \$120.00
 - d. District resident senior citizen \$ 40.00
 - e. non-District resident student \$100.00
 - f. non-District resident adult \$150.00
 - g. non-District resident family \$300.00
 - h. non-District resident senior citizen \$ 75.00
 - i. Senior citizens are defined as 60 years and older.
8. Swimming lessons
- a. District resident group – Saturday am, school year \$ 35.00
 - b. District resident group – summer session \$ 35.00
 - c. non-District resident group – Saturday am, school year \$ 60.00
 - d. non-District resident group – summer session \$ 60.00
 - e. private – 1 staff member (per ½ hour) \$ 22.00

Approved: 4/14/08