



SCHERTZ-CIBOLO-UNIVERSAL CITY ISD
ADMINISTRATIVE REGULATION

COMMUNITY RELATIONS – Non-school Use of School Facilities
Public Use of Unlocked, Outdoor Recreational Facilities

[GKD](#)

Policy GKD (LOCAL) – COMMUNITY RELATIONS, NONSCHOOL USE OF SCHOOL FACILITIES states... Exception: “No approval shall be required for non-school-related recreational use of the District’s unlocked, outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled non-school purpose.”

Process for non-school-related recreational use of the District’s unlocked, outdoor recreational facilities:

General Public Use:

All unlocked, outdoor recreational facilities as designated in Policy GKD (LOCAL) shall be available during daylight hours for general public use when not in use by the District or for a scheduled non-school purpose. Nighttime use of these facilities by the general public is prohibited with the following exceptions:

- **Lehnhoff District Stadium – track only**
- **Clemens High School Tennis Courts – located at the Clarence Shelton Athletic Complex (lights available on timer until 11:00 p.m.)**
- **Steele High School Tennis Courts – located at Steele High School (lights available on timer until 11:00 p.m.)**
- **Dobie and Corbett Jr. High School tracks**

Public complaints concerning general public use of unlocked, outdoor recreational facilities shall be directed to the campus principal.

Large Groups and Organized Team Use:

Large groups and organized teams shall request use of all unlocked, outdoor recreational facilities during daylight hours through the campus principal. In the event the requested recreational facility is subject to a usage fee, the group or organized team will be directed to the appropriate district office to complete the required paperwork.

Public complaints concerning large group or organized team use of unlocked, outdoor recreational facilities not subject to a usage fee shall be directed to the campus principal.

Authority to Temporarily Close and Open Unlocked, Outdoor Recreational Facilities for Public Use:

The campus principal shall have the authority to temporarily close for public use all unlocked, outdoor recreational facilities on their



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campus due to inappropriate use and/or damage. The reopening of the facility is also at the discretion of the campus principal.

Policy GKD (LOCAL) – COMMUNITY RELATIONS, NONSCHOOL USE OF SCHOOL FACILITIES states...

Nonprofit Fundraising

The District may permit nonprofit organizations not affiliated with the District to conduct fund-raising events on District property when these activities do not conflict with school use or with this policy.

For-Profit Use

In accordance with and as aligned with Administrative Regulation GKD, the District may permit individuals or for-profit organizations to use its facilities for financial gain.

Process for: Individuals or for-profit organizations wishing to use district facilities for financial gain shall meet the following requirements.

1. Requests from commercial organizations seeking to use district facilities for financial gain shall be submitted to the campus senior leader.
2. Campus approved requests shall be submitted to the campus' senior leader supervisor.
3. District **senior leaders** shall evaluate the request based on the following criteria:
 - a. Does the organization/event provide added value for SCUCISD students?
 - b. Does the organization/event provide added value for SCUCISD staff?
 - c. Does the organization/event impact campus safety and security?
 - d. Does the organization/event negatively impact district facilities?
 - e. Does the organization/event stand in competition with the district?
4. Approved rentals will then need to meet the below rental requirements:
 - a. Complete the online facility rental application.
 - b. Pay the applicable rental fees.
 - c. Meet all facility rental requirements.
 - d. Adults that may have contact with our students must pass a background check through the district Raptor system.