



Kari Gorr
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You are receiving this notification because either you or a group you represent received a permit to use a Hastings Public Schools facility in 2017-18.

Every two years, the Community Education Advisory Council appoints a subcommittee to examine facilities policies and procedures, as well as the fee structure for rentals. The Community Use of School Facilities Policy is developed to encourage the use of school facilities by citizens living in the district. The implementation of this policy requires both individual and community cooperation. Certain rules and regulations are necessary in order to ensure that all community members have equal access to district facilities; to effectively administer this policy and to support ongoing care and maintenance of facilities used. The use of facilities involves added costs such as utilities, cleaning, use of consumable supplies, and additional wear and tear.

This past spring, the subcommittee reviewed the Facilities Policies and Procedures and recommended changes to the way organizations are categorized as well as the fee structure. Part of the subcommittee's work was revising the language in the policy to help clarify the original intent of its definitions of classifications and fees per use. These updates can be seen in the classification section as well as in the fee schedule. The most significant change is in the fee schedule language from "per permit" to "per occurrence". The Community Education Advisory Council realizes that this may have an impact on some user groups. Therefore, a yearly fee cap has been applied to help reduce the financial impact a group may incur.

Attached to this email are the updated policies. Please use this as your organization plans for facility use **beginning January 1, 2019.**

Thank you.

Kari Gorr

If you are not currently involved in this organization, I would appreciate you forwarding the information to the appropriate person. You can also email me at kgorr@hastings.k12.mn.us to update contact information. Thank you for your help.