

Facility Fee Schedule

School buildings and grounds (hereafter “facilities”) are intended primarily for the use of the pupils, both during and after school hours. However, it is the policy of the Board of Education to make such facilities available to the community for use after school hours. And, it is also the policy of the Board of Education that whenever food is required for an activity, which is conducted in the cafeteria or when utilizing the kitchen, that food may be purchased from the catering service provided by the school cafeteria.

For purpose of this policy, uses of facilities are categorized as follows:

Priority One: Use, at no cost, by school classes, athletic teams and school clubs and organizations.

Priority Two: Use, at no cost, by teachers, administration, Board of Education, the Parent-Teacher Organization, school booster clubs and other community organizations providing scholarships to Bergenfield pupils.

Priority Three: Use, at no cost, by the borough, Board of Education, council, and recreation commissions.

Priority Four: Use of facilities by outside-of-district groups in which less than 50% of the participants are residents of the Bergenfield School District for athletics, cultural, civic, educational, recreational and social purposes which are approved by the Board of Education.

The cost for the use of facilities will be as follows per day:

Facility	Priority One	Priority Two	Priority Three	Priority Four
High School Auditorium	N/C	N/C	N/C	\$2,000
Middle School Auditorium	N/C	N/C	N/C	\$2,000
Rehearsals (Auditorium)	N/C	N/C	N/C	\$ 500
High School Cafeteria (Front or Side)	N/C	N/C	N/C	\$ 500
Middle School Cafeteria	N/C	N/C	N/C	\$ 500
High School Athletic Field (Upper)	N/C	N/C	N/C	\$2,500
High School Athletic Field (Lower)	N/C	N/C	N/C	\$2,000
High School Tennis Courts	N/C	N/C	N/C	\$2,000
Middle School Athletic Field	N/C	N/C	N/C	\$2,000
Elementary Schools Fields	N/C	N/C	N/C	\$ 500
Classrooms (All Schools)	N/C	N/C	N/C	\$ 500
High School Gymnasium (Main)	N/C	N/C	N/C	\$1,500
High School Gymnasium (Rear)	N/C	N/C	N/C	\$1,000
Middle School Gymnasium	N/C	N/C	N/C	\$1,000
Elementary Schools Gymnasium (Except Hoover School)	N/C	N/C	N/C	\$ 500
Hoover Elementary School Gymnasium	N/C	N/C	N/C	\$1,000
Custodial rates (Monday – Saturday)	N/C	Time & one half	Time & one half	Time & one half
Custodial rates (Sundays & Holidays)	N/C	Double time	Double time	Double time

No use shall be made of the facilities by groups falling under Priority Two, Three and Four without prior approval by the Board of Education.

Any individual group, club or organization granted the use of a facility, will in addition to the above rate schedule, be obligated and responsible to pay fees for:

1. The use of technical or mechanical equipment by approved and authorized school personnel at an hourly rate, including the time required for set-up and clean-up and shall be determined by the Board of Education.
2. Custodial rates per man/woman of time and one half his/her equivalent hourly rate Monday through Saturday and double time per hour Sunday and Holidays, including the time required for set-up and clean-up.

Applications by groups included under Priority Two, Three and Four may be granted only by the Board of Education and only when the Board feels that it would serve a useful and worthwhile community or school purpose; and, that adequate supervision be provided and that the proposed use will not create an undue risk of damage or injury to person or property.