

District facilities identified as civic centers or as designated public forums are available for community use when such use does not conflict with district programs and operations. Facility use shall be limited to places and times identified by the superintendent/president or designee, but shall be sufficiently frequent, and available on specific dates and times, so as to allow



- A. Student Center Conference Room(s) A/B: The San Elijo Campus is unique in that it only has two conference rooms that must be shared by all campus users in addition to community groups. These facilities are the only meeting rooms





No alcoholic beverages, intoxicants, controlled substances, or tobacco in any forms shall be brought onto the property of the district except as permitted by applicable statute and in accordance with the current district procedures (Administrative Procedure 3550, 3560, 3570). Persons under the influence of alcohol, intoxicants, or controlled substances shall be denied participation in any activity.

Food and drink are prohibited for consumption or sale unless specifically approved in advance as part of the application.

Minors using district facilities must be under adult supervision at all times.

No structures, electrical modifications, or mechanical apparatus, equipment, or vehicles may be erected, installed, used, or operated on district property without specific written approval by the superintendent/president or designee.

The dates and hours of use approved in the application must be observed.

An authorized district employee must be present to open and close the facilities. No person applying for use of district property shall be issued a key, pass card, or key fob to any district facilities or grounds unless approved by the superintendent/president or designee.

Parking regulations must be followed. Parking is restricted to marked parking lots. All activities shall be in accordance with district health-and-safety requirements. (Board Policy/ Administrative Procedure 6800)

All decorative materials, including but not limited to draperies, hangings, curtains, signage, drops, etc., shall be approved as part of the application process. If approved, materials must be made or treated with flame-retardant processes approved by the district's Director of Facilities and/or the local jurisdiction fire marshal.

At its sole discretion, the district may permit without charge the use of any district facilities or grounds under its control when an alternative location is not available, to nonprofit organizations and clubs and associations organized for general character building or welfare purposes as stated under Education Code section 82542(a) as follows:

- A. Student clubs and organizations.
- B. Fundraising entertainments or meetings where admission fees charged or contributions solicited are expended for the welfare of the students of the district.
- C. Parent-teacher associations.
- D. School-community advisory councils.
- E. Camp Fire Girls, Girl Scout troops, and Boy Scout troops.
- F. Senior-citizen organizations.
- G. Other public agencies.

