

Facility Use Policy

- 1) Certain Princeton ISD facilities are available for public rental. A list of specific facilities and associated cost is attached.
- 2) Any reserved use of PISD facilities for non-school related activities must adhere to the Facility Use Policy or be approved through the PISD Community Education Program.
- 3) The public may reserve and use PISD facilities from 6:00 pm – 10:00 pm on school days or from 7:00 am – 10:00 pm on non-school days providing a school group has not reserved the facility. Facilities are not available for use during school holidays, testing weeks, or the month of August (exception if long term leases).
- 4) Other times may be available, however, prior to reserving the campus principal will need to consent with written approval.
- 5) All reservations **must** be made through the Auxiliary Services department at (469) 952-5400 Ext. 2072
- 6) Non-school use is subject to cancellation for PISD purposes.
- 7) PISD Community Education Programs, Booster Clubs and Governmental Entities will not be charged for facility use.
- 8) Non-profit student oriented organizations may rent certain PISD facilities for reduced rates under the following guidelines.
 - a. Facilities available for the reduced rates include all practice fields, baseball field (without lights), softball field (without lights), school cafeterias, school gyms (except for HS main gym), community education building.
 - b. Coach / Sponsor must be associated with Princeton ISD (Live in, work for, or children attend Princeton ISD)
 - c. Rates will be based on the percent of PISD students involved in the activity according the scale below. Sponsor need to provide a roster to verify numbers.

% of Team Members that are PISD Students	% of In-District Rental Fees
50% of more	0%
40% - 49%	20%
30% - 39%	40%
20% - 29%	60%
10% - 19%	80%
0% - 9%	100%

- d. Multi-Purpose Facility may be used but not reserved under the non-profit, student oriented organizations clause. This facility may be used in case of inclement weather. Groups must contact the Athletic Department the day of to request use.

**Note – Space must be shared with all non-school groups that had other district facilities reserved prior to inclement weather.

Princeton ISD - Facility Rental Fee Schedule

Min. Hours Rate/Hour Deposit Additional Requirements

High School / District Facilities

Auditorium	3	\$200	\$200	Lighting Crew
High School Cafeteria	2	\$150	\$100	Cafeteria worker for kitchen use
High School Gym (Auxiliary)	2	\$150	\$100	
Community Ed. Building	2	\$50	\$50	

Jr. High Facilities

Cafeteria	2	\$100	\$75	Cafeteria worker for kitchen use
Gym (Main)	2	\$150	\$100	
Gym (Auxiliary)	2	\$100	\$100	

Elementary Facilities

Cafeterias	2	\$100	\$75	Cafeteria worker for kitchen use
Gyms	2	\$75	\$50	
Gyms (Godwin, Huddleston)	2	\$100	\$100	

Athletic Fields and Outdoor Facilities (Athletic Department will determine availability)

Softball or Baseball without lights	2	\$75	\$50	
Softball or Baseball with lights	2	\$150	\$50	
Sub-Varsity Stadium without lights	2	\$75	\$50	
Sub-Varsity Stadium with lights	2	\$150	\$50	
PISD Stadium without lights	2	\$400	\$250	
PISD Stadium with lights	2	\$600	\$250	

Additional Charges when required:

Custodians	\$25 per hour
Cafeteria Worker	\$25 per hour
Lighting Crew	\$25 per hour

All prices double for out of district use.

** Non-profit, student oriented organizations will receive the reduced rate plus a \$25 per hour custodial charge.

(Only applicable if additional custodial help is required)

Does not apply to Lighted Fields and Auditorium

Playoff Games

Football	N/A	\$3,000	Includes Game Administrator, Security, Gate, Clock, Announcer, and Video Board	
Basketball / Volleyball	N/A	\$1,500	Includes Game Administrator, Security, Gate, Clock, Announcer, and Video Board	
Soccer	N/A	\$1,500	Includes Game Administrator, Security, Gate, Clock, Announcer, and Video Board	
Baseball / Softball	N/A	\$1,000	Includes Game Administrator, Security, Gate, Clock, and Announcer	