

**Schedule 3**  
**For the 2017-18 School Year**  
**Effective September 1, 2017 – August 31, 2018**

**Facility Use Fees: ([Policy 4333](#))**

**Per Facility Use & Prioritization Schedules 3A - 3C**

Schedule 3A – Facilities

Facility User Classifications for Schedule 3A

Schedule 3B – Everett Civic Auditorium

Schedule 3C – Everett Memorial Stadium and Everett High School Lincoln Field

**Schedule 3A**  
**For the 2017-18 School Year**

Schedule A applies to all facilities except Everett Civic Auditorium,  
Everett Memorial Stadium, and Everett High School Lincoln Field

Facility	Group I	Group II	Group III	Group IV	Group V	Group VI	Group VII
<b>Classroom</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$15.00/hr	\$11.25/ Youth/Season Single Event \$15.00/hr	\$17.00/hr	\$15.00/hr	\$46.00/hr
<b>Computer Lab or CRC Conference Room serving 0-20 people</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$15.00/hr	\$11.25/ Youth/Season Single Event \$15.00/hr	\$25.50/hr	\$15.00/hr	\$56.00/hr
<b>Library or CRC Conference Room serving 21-110 people</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$17.75/hr	\$11.25/ Youth/Season Single Event \$17.75/ hr	\$23.75 /hr	\$17.75 /hr	\$67.00/hr
<b>Cafeteria/Everett HS Little Theater or CRC Conference Room serving over 110 people</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$19.75/hr	\$11.25/ Youth/Season Single Event \$19.75/ hr	\$28.50/hr	\$19.75/hr	\$79.00/hr
<b>Kitchen</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$26.50/hr	\$11.25/ Youth/Season Single Event \$26.50/hr	\$30.00/hr	\$26.50/hr	\$84.00/hr
<b>Elementary Gym</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$19.75/hr	\$11.25/ Youth/Season Single Event \$19.75/hr	\$29.75/hr	\$19.75/hr	\$81.00/hr
<b>Middle/High School Aux. Gym</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$23.50/hr	\$11.25/ Youth/Season Single Event \$23.50/hr	\$36.00/hr	\$23.50/hr	\$103.00/hr
<b>Middle/High School Main Gym</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$33.25/hr	\$11.25/ Youth/Season Single Event \$33.25/hr	\$65.50/hr	\$33.25/hr	\$180.00/hr
<b>Middle/High School Locker Room</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$21.75/hr	\$11.25/ Youth/Season Single Event \$21.75/hr	\$25.00/hr	\$21.75/hr	\$68.00/hr
<b>Elementary Grass Field</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$17.75/hr	\$11.25/Youth/ Season Single Event \$17.75/hr	\$27.75/hr	\$17.75/hr	\$39.00/hr
<b>Middle/High School Grass Field</b>	Free Use	Per Agreement	\$7.00/Youth/ Season Single Event \$23.75/hr	\$11.25/Youth/S eason Single Event \$23.75/hr	\$39.00/hr	\$23.75/hr	\$54.00/hr
<b>Cascade /Jackson HS Synthetic Turf Field</b>	Free Use	Per Agreement	\$30.25/hr	\$74.50/hr	\$74.50/hr	\$74.50/hr	\$106.00/hr

- A “season” for Groups III and IV users is generally identified as fall, winter, spring and summer to correspond with seasonal use of fields and gymnasiums by youth sports organizations. Group III and IV users with less intensive use of district facilities (i.e., scout organizations, youth symphony, etc., meeting 3-4 times per month) will be charged the rate of one season annually.
- Rentals of indoor facilities beyond regular custodial work hours will require payment of an hourly custodial overtime charge. A minimum of two hours in custodial charges at the rate of \$44.00 per hour will be charged for use on Saturdays and non-school days. A minimum of two hours in custodial charges at the rate of \$59.00 per hour shall be charged on Sundays and holidays.
- Rentals of the Everett High Little Theater may require a technician. A minimum of two (2) hours in technician charges at the rate of \$39.75 per hour for use shall be charged; however, the district reserves the right to waive the technician charge requirement based on the type of use.
- Parking lot usage charge of \$65.50 per day.
- Tennis court usage charge of \$36.00 per day for two (2) courts.
- Marley floor set-up charge of \$100.
- Rentals of CRC conference rooms serving more than twenty (20) people will require additional payment for custodial cleaning services, with rates and times commensurate with size of group and whether food will be served. Overtime and/or holiday pay may be required if rental is after normal business hours.
- Due to the unique function of the CRC, the district has determined that recurring use of the CRC by users may interfere with the conduct of the district’s educational program. Accordingly, CRC conference rooms and other facilities may be reserved only for individual, one-time events and are not available for recurring uses such as weekly or monthly meetings. At the district’s discretion, and only to the extent that such use does not interfere with the conduct of the district’s educational program and that such facilities are not required for school purposes, the district may make exceptions to this policy for Group I users.

## Facility User Classifications for Schedule 3A

The users of Everett Public Schools' facilities shall be grouped and prioritized in the following manner. The users in Group I shall have top priority before the other groups have use of the facilities and other user groups shall be prioritized in the order listed.

### **Group I – School Affiliated Nonprofit Groups**

Nonprofit groups affiliated with the district whose purpose is to support the mission of the district, i.e., PTAs, EPS Foundation, Everett School Employee Benefit Trust, Booster Clubs, Blue and Gold Club, etc.

### **Group II – Inter-Local Agreement Groups**

Groups that have an inter-local agreement with the district.

### **Group III – Nonprofit In-District Youth Groups/Select Nonprofit In-District Youth Groups**

Nonprofit groups/events that are exclusively for youth twenty (20) years of age or younger with open enrollment and open participation of all ability levels *or whose participants are selected on a competitive or tryout basis and whose activities are not open to youth of all ability levels* with at least 80% of the youth living within the boundaries of the district, i.e., scouting organizations, soccer leagues, little leagues, etc./select/premier and club soccer teams. First priority will be given to open enrollment programs. Special events (beyond regular meetings/league play) asking for donations, charging entry fees or admission fees, etc., may be charged an hourly fee at the discretion of the district. This does not apply to the sale of concessions.

### **Group IV – Nonprofit Partial In-district Youth Groups**

Nonprofit groups/events that are exclusively for youth twenty (20) years of age or under with more than 50% and less than 80% of the youth living within the boundaries of the district whose participants are provided activities for a season, i.e., scouting organizations, soccer leagues, little leagues, etc. Special events (beyond regular league play) asking for donations, charging entry fees or admission fees, etc., may be charged an hourly fee at the discretion of the district. This does not apply to the sale of concessions.

### **Group V – Other Youth Groups**

Youth groups or youth organizational activities which do not qualify under Groups I, III or IV.

### **Group VI – Nonprofit In-district Adult Groups**

Not-for-profit local adult groups with 80% of the adults living within the boundaries of the district which have as their prime focus the interest and needs of the adults of the local community, which includes adult organizations with a nonprofit status, and adult activities sponsored by government agencies, i.e., adult recreational sports, homeowners' associations, government agencies, and organized community groups. Any Group VI activity that charges a participation fee or tuition shall be classified as a Group VII.

### **Group VII – Other Adult Groups/For-Profit Groups**

Adult groups or organizational activities which do not qualify under Group V/all commercial and/or promotional activities such as for-profit presentations, i.e., insurance TSA informational meetings, wedding receptions and private parties.

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### **Contact Information**

Everett Public Schools, Community Services Department 24-hour message line and main office phone: 425-385-4045 / 425-385-4046  
After-hours phone: 425-923-6336 Email: [community@everettsd.org](mailto:community@everettsd.org)

**Schedule 3B**  
**For the 2017-18 School Year**

**Everett Civic Auditorium**  
**2415 Colby Avenue, Everett, WA 98201**

CATEGORY GROUP		DAYTIME	EVENING	AFTERNOON/ EVENING
		4 sequential hours between 6:00 a.m. and 4:00 p.m.	4 sequential hours between 4:00 p.m. and midnight	8 sequential hours between noon and midnight
<b>I.</b> Everett Public Schools	Minimum: Each Add. Hour:	\$0 \$0	\$0 \$0	\$0 \$0
<b>II.</b> Local organizations raising money for local educational or charitable purposes approved by the board or its representatives. Examples: Everett Public Schools Foundation, PTAs, Everett Community College.	Minimum: Each Add. Hour:	\$660 \$125	\$660 \$125	\$1,310 \$125
<b>III.</b> Local organizations that rent for their own pleasure or to promote the good of their own organization. No admission or donation.	Minimum: Each Add. Hour:	\$1,088 \$205	\$1,170 \$230	\$2,250 \$215
<b>IV.</b> Organizations with local sponsorship that use the income, above the cost of the facility, to bring in talent. Series membership, etc.	Minimum: Each Add. Hour:	\$1,250 \$230	\$1,480 \$285	\$2,725 \$265
<b>V.</b> Organizations outside the school district boundaries, with no admission charge, that rent to advertise their own organization, political parties, etc.	Minimum: Each Add. Hour:	\$1,565 \$300	\$2,010 \$385	\$3,565 \$330
<b>VI.</b> Organizations that rent for their financial profit.	Minimum: Each Add. Hour:	\$2,120 \$400	\$3,100 \$595	\$5,200 \$490

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Email: [community@everettsd.org](mailto:community@everettsd.org)

**Schedule 3C**  
**For the 2017-18 School Year**

**Everett Memorial Stadium**  
3721 Oakes Avenue  
Everett, WA 98201

**Everett High School Lincoln Field**  
26th Street & Rockefeller Avenue  
Everett, WA 98201

<b>CATEGORY</b>	<b><u>Competition/Events:</u> Monday-Friday 6:00 a.m. – 10:00 p.m. September-June. (2-hour minimum + Custodial Charges)</b>	<b><u>Competition/Events:</u> Extended evenings, weekends, holidays, school breaks and summer evenings. (2-hour minimum + Custodial Charges)</b>	<b><u>Practice Time:</u> Extended evenings, weekends, holidays, school breaks and summer evenings. (2-hour minimum + Custodial Charges)</b>
<b>I.</b> Everett Public Schools (EPS).	No fee	No fee	No fee
<b>II.</b> Inter-local agreement groups.  PTA and booster groups directly supporting the educational mission of EPS.	No fee	Stadium-\$53.00 per hr. Lincoln- \$42.00 per hr.	No fee
<b>III.</b> Nonprofit youth groups with at least 80% of the youth living within EPS boundaries.	Stadium-\$35.75 per hr. Lincoln- \$30.25 per hr.	Stadium-\$87.75 per hr. Lincoln- \$70.50 per hr.	Stadium-\$35.75 per hr. Lincoln- \$30.25 per hr.
<b>IV.</b> Nonprofit youth groups with fewer than 80% of the participants living within EPS boundaries.  Nonprofit adult groups that rent for own pleasure.  Organizations with local sponsorship that raise money for local charities. This charity effort and percentage assigned thereto must be approved by the EPS Board of Directors.	\$74.50 per hour	\$130.00 per hour	\$74.50 per hour
<b>V.</b> Outside organizations, that rent for their financial profit.  Outside organizations that rent to advertise/promote their own organization.	\$369.00 per hour	\$423.75 per hour	\$106.00 per hour

- A minimum of two hours in custodial charges, at \$44.00 per hour shall be charged Monday – Saturday; \$59.00 per hour shall be charged for Sundays and holidays. Groups of 500 or more may incur additional custodial charges.
- Stadium/Lincoln Field facility lights will be an additional charge of \$41.25 per hour.
- All activities require a district-approved supervisor. Supervisory fees may be charged at \$32.50 per hour.
- Sole parking lot usage charge is \$112.50 per day.

**Contact Information**

Everett Public Schools, Athletics, Health/Fitness & Activities Department  
24-hour message line and main office phone: 425-385-4260  
E-mail: [community@everettsd.org](mailto:community@everettsd.org)