

Millbrae Elementary School District Facilities Use Fee Schedule

	Group 1	Group 2	Group 3	Group 4
Standard Classroom/Conference Room/Library	no charge	\$ 20.00	\$ 30.00	\$ 40.00
Multiuse Room	no charge	\$ 90.00	\$ 135.00	\$ 180.00
Multiuse Room, including use of kitchen	no charge	\$ 130.00	\$ 195.00	\$ 260.00
Basketball or Volleyball Court	no charge	\$ 10.00	\$ 15.00	\$ 20.00
Baseball, Softball, or Soccer Field (each designated area)	no charge	\$ 50.00	\$ 75.00	\$ 100.00
Parking Lot (up to 20 reserved spaces)	no charge	\$ 30.00	\$ 45.00	\$ 60.00
Gymnasium (Taylor)	no charge	\$ 90.00	\$ 135.00	\$ 180.00
Auditorium (Taylor) - maximum occupancy 775	no charge	\$ 210.00	\$ 315.00	\$ 420.00
Caroline Shea Center	no charge	\$ 260.00	\$ 390.00	\$ 520.00
Caroline Shea Center, including use of kitchen	no charge	\$ 300.00	\$ 450.00	\$ 600.00
Summer School/Camp (hourly rate for facility with 6-hour per day minimum)	no charge	see above	see above	see above

Notes: (1) Facility fees do not include use of equipment, such as computers, Wi-Fi access, televisions or monitors, speaker or sound systems, and instruments (which, at the option of the District, may be rented for an additional charge). (2) Field use may be subject to joint use agreements with the City of Millbrae or City of San Bruno. (3) All applications are subject to a \$25 processing fee. (4) All fees and documents are due upon submission of application. (5) The availability of refunds is set forth in the Facilities Use Agreement Terms and Conditions. (6) All supplies for kitchen use must be provided by user.

Personnel Charges (per hour with 2-hour minimum)	Group 1	Group 2	Group 3	Group 4
Custodial (if required for setup, preparation, supervision, or cleanup, or if facility use occurs outside of site custodian's regular work hours)	\$ 77.00	\$ 77.00	\$ 77.00	\$ 77.00
Food Service Worker (if required for setup, preparation, supervision, or cleanup)	\$ 53.00	\$ 53.00	\$ 53.00	\$ 53.00

Facility Use Group Descriptions

<p>Group 1</p> <p>District and school-related organizations and activities</p>	<p>Examples: (1) games, practices, meetings, performances, and other events sponsored by the school district and supervised by a district employee, (2) meeting of the District's auxiliary organizations, e.g., PTO/PTA, Millbrae Education Foundation, (3) meetings and activities of recognized school clubs, (4) youth meetings of recognized non-profit organizations without cost for participation</p>
<p>Group 2</p> <p>Activities oriented toward community youth that are sponsored by recognized non-profit organizations and require fees for participation</p>	<p>Examples: (1) parks and recreation fee-based activities not covered by a joint use agreement with the City of Millbrae or the City of San Bruno, (2) other public school districts, (3) YMCA/YWCA/JCC, (4) youth sports leagues</p>
<p>Group 3</p> <p>Other community activities sponsored by recognized non-profit organizations or other public agencies</p>	<p>Examples: (1) other city or governmental agencies not covered by a joint use agreement with the City of Millbrae or the City of San Bruno, (2) college or university groups, (3) civic organizations and service clubs, (4) fundraising events sponsored by non-profit organizations where receipts are expended for charitable purposes, (5) educational groups, (6) religious organizations, (7) adult sports leagues</p>
<p>Group 4</p> <p>Activities and events sponsored by for-profit organizations or individuals requesting facilities for personal use. All fundraising events not for the benefit of district students.</p>	<p>Examples: (1) commercial use of facilities, e.g., music lessons, private tutoring, or summer camp, (2) activities sponsored by for-profit organizations, (3) private dances, parties, or other functions, (4) any events or meetings where receipts are not expended for charitable purposes or for the welfare of district students</p>