



# Update On Proposed District Facility Rental Program Revisions

June 9, 2026



# Tonight's Presentation

- The “Why?” – The Administration has been tasked by the Governing Board to complete a comprehensive review of the District Rental Program with a focus on District User Groups.
- Review of proposed Facilities Use Policy Manual & Fee Schedule for 2026 – 2027 School year.

## Key Areas of Focus

- User Group Classifications
- Facility Usage Fee Waiver Schedule
- Proposed '26 – '27 SY Fee Schedule
- Next Steps
- Questions, Comments & Discussion





# Facility Use Policy Manual & Fee Schedule



- Manual provides detailed procedures for District and external user groups to successfully navigate the rental program and secure the use of facilities.
- The focus tonight is on the four classifications of user groups and applicable fee structure for each user group.



## Facility User Group Classifications



- Class I – School related, student-centered groups that exist for the sole purpose of contributing to the success of Amphitheater students, governmental entities conducting community or official business within the District and District departments.
- Class II – Non-profit organizations
- Class III – Commercial, profit-making organizations
- Class IV – Organizations with which the District has a reciprocal and long-standing relationship, which support of the District's Missions and Values. These organizations require Governing Board Approval.





# Class I User Group



- School related, student-centered groups that exist for the sole purpose of contributing to the success of Amphitheater students. Staff and parent groups such as PTOs, site councils, booster groups and student groups such as student clubs, school teams and school sanctioned non-AIA athletic teams are included in this classification.



- User is exempt from paying an hourly facility rental rate and any direct expenses such as custodial, security and utility fees when no fees are charged or collected in connection with the event or if **all** fees and proceeds collected by the user for the event are deposited into a District account. Student club or booster organization accounts are not considered District accounts.



- The event is considered a fundraiser if fees or proceeds collected by the user are deposited into a user account. The user is subject to all direct expenses for the event.





# Class I User Group - Continued



- Governmental entities or units and elected officials of Federal, State and local government, when conducting community or official business within the District. This includes all governmental entities for which reciprocal agreements have been executed. User is exempt from paying an hourly facility rental rate and any direct expenses such as custodial, security and utility fees.
- District departments providing staff development, in-service or other job-related training classes primarily for District personnel at the request of a District administrator.
  - User is exempt from paying an hourly facility rental rate and any direct expenses such as custodial, security and utility fees.
  - If the class is designed for District staff, but outside parties attend because of availability, the event will not be subject to direct expenses if more than 51 % of the participants are District staff.





# Class I User Group - Continued

## Facility Usage Fee Wavier Schedule Class I User Group



	Class I (District Entity)	Class I (District Entity)
	Non-Fundraiser	Fundraiser
<b>Custodian</b>	Waived	See Fee Schedule
<b>Security</b>	Waived	See Fee Schedule
<b>Technology Support</b>	Waived	See Fee Schedule
<b>Utility Fee</b>	Waived	See Fee Schedule
<b>Facility Room Rate</b>	Waived	Waived
<b>Athletics Field Rate</b>	Waived	Waived



# Class II User Group



- All non-profit organizations. User must provide an IRS 501(c)(3) Letter of Non-Profit Standing. User is subject to Non-Profit facility rental rates and direct expenses for the event. Some user examples (not limited to) are:
  - AIA, ABODA and youth athletic/development programs
  - Youth organizations such as Boys/Girls Clubs, Y.M.C.A. and National or State athletic organizations.
  - Non-profit performing arts groups
  - Non-profit organizations providing before or after school day care services
  - Community organizations such as Rotary, Kiwanis, etc.
  - Governmental entities or units and elected officials of Federal, State and local government, when not conducting community or official business within the District.
  - Churches and religious groups
  - Homeowner associations or groups





# Class II User Group - Continued

## Facility Usage Fee Wavier Schedule Class I & II User Groups



	Class I (District Entity)	Class I (District Entity)	Class II (Non-Profit)
	Non-Fundraiser	Fundraiser	
<b>Custodian</b>	Waived	See Fee Schedule	See Fee Schedule
<b>Security</b>	Waived	See Fee Schedule	See Fee Schedule
<b>Technology Support</b>	Waived	See Fee Schedule	See Fee Schedule
<b>Utility Fee</b>	Waived	See Fee Schedule	See Fee Schedule
<b>Facility Room Rate</b>	Waived	Waived	See Fee Schedule
<b>Athletics Field Rate</b>	Waived	Waived	See Fee Schedule



# Class III User Group

- All commercial, profit-making organizations. User is subject to Commercial rental rates and direct expenses for the event.

## Facility Usage Fee Wavier Schedule Class I, II & III User Groups

	Class I (District Entity)	Class I (District Entity)	Class II (Non-Profit)	Class III (Commercial)
	Non-Fundraiser	Fundraiser		
<b>Custodian</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule
<b>Security</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule
<b>Technology Support</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule
<b>Utility Fee</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule
<b>Facility Room Rate</b>	Waived	Waived	See Fee Schedule	See Fee Schedule
<b>Athletics Field Rate</b>	Waived	Waived	See Fee Schedule	See Fee Schedule





# Class IV User Group



- Organizations with which the District has a reciprocal and long-standing relationship, which support of the District's Missions and Values.



- Organizations where the District is a co-sponsor of an event or is working in direct partnership with the organization.



- Some user examples (not limited to) are:

- Academic Decathlon
- Boy Scouts and Girl Scouts Local Troops
- Odyssey of the Mind
- Oro Valley Parks and Recreation
- Oro Valley Police Department
- Project Graduation
- Town of Oro Valley



- User is exempt from facility rental rates and any substantial direct expense fees.



- All organizations require Governing Board Approval.





# Class IV User Group - Continued

## Facility Usage Fee Wavier Schedule Class I, II, III & IV User Groups



	Class I (District Entity)	Class I (District Entity)	Class II (Non-Profit)	Class III (Commercial)	Class IV (Governing Board Waiver)
	Non-Fundraiser	Fundraiser			
<b>Custodian</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule	Waived
<b>Security</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule	Waived
<b>Technology Support</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule	Waived
<b>Utility Fee</b>	Waived	See Fee Schedule	See Fee Schedule	See Fee Schedule	Waived
<b>Facility Room Rate</b>	Waived	Waived	See Fee Schedule	See Fee Schedule	Waived
<b>Athletics Field Rate</b>	Waived	Waived	See Fee Schedule	See Fee Schedule	Waived



# Proposed 2026 – 2027 SY Fee Schedule



No Increase From 2025 – 2026 SY Fee Schedule



Room Rates/Hour (3-Hour Minimum on All Rentals)							
High School	Class I	Class I Fund Raiser	Class II		Class III		Class IV
			Utility Fee	Utility Fee/Facility Fee	Total	Utility Fee/Facility Fee	
Gymnasium	\$0	\$27	\$27/\$63	\$90	\$36/\$84	\$120	\$0
Auditorium	\$0	\$30	\$30/\$70	\$100	\$39/\$91	\$130	\$0
Cafeteria/LRC/Lecture Hall	\$0	\$16.50	\$16.50/\$38.50	\$55	\$25.50/\$59.50	\$85	\$0
Classroom	\$0	\$7.50	\$7.50/\$17.50	\$25	\$19.50/\$45.50	\$65	\$0
Middle School	Class I	Class I Fund Raiser	Class 2		Class 3		Class 4
			Utility Fee	Utility Fee/Facility Fee	Total	Utility Fee/Facility Fee	
Gymnasium	\$0	\$16.50	\$16.50/\$38.50	\$55	\$25.50/\$59.50	\$85	\$0
Cafeteria/LRC/MPR	\$0	\$16.50	\$16.50/\$38.51	\$55	\$25.50/\$59.50	\$85	\$0
Classroom	\$0	\$7.50	\$7.50/\$17.50	\$25	\$19.50/\$45.50	\$65	\$0
Elementary School	Class I	Class I Fund Raiser	Class 2		Class 3		Class 4
			Utility Fee	Utility Fee/Facility Fee	Total	Utility Fee/Facility Fee	
Multipurpose Room	\$0	\$13.50	\$13.50/\$31.50	\$45	\$24/\$56	\$80	\$0
Cafeteria	\$0	\$13.50	\$13.50/\$31.50	\$45	\$24/\$56	\$80	\$0
Classroom	\$0	\$6	\$6/\$14	\$20	\$7.50/\$17.50	\$25	\$0



# Proposed 2026 – 2027 SY Fee Schedule - Continued



Athletic Rates/Hour (3-Hour Minimum on All Rentals)				
<b>High School</b>	<b>Class I</b>	<b>Class II</b>	<b>Class III</b>	<b>Class IV</b>
Football and Track With Lights	\$0	\$75	\$125	\$0
Football and Track Without Lights	\$0	\$30	\$80	\$0
Baseball and Softball With Lights	\$0	\$75	\$85	\$0
Baseball and Softball Without Lights	\$0	\$30	\$30	\$0
Sand Beach Volleyball Courts With Lights	\$0	\$40	\$50	\$0
Sand Beach Volleyball Court Without Lights	\$0	\$30	\$40	\$0
Tennis and Racquetball Court With Lights	\$0	\$25	\$35	\$0
Tennis and Racquetball Court Without Lights	\$0	\$10	\$15	\$0
Practice Field	\$0	\$25	\$25	\$0
<b>Middle School</b>	<b>Class I</b>	<b>Class 2</b>	<b>Class 3</b>	<b>Class 4</b>
Football Field or Track	\$0	\$30	\$35	\$0
Baseball/Football Field	\$0	\$30	\$35	\$0
Coronado Baseball/Softball Field With Lights (Pima County Subsidy)	\$0	\$10	\$15	\$0
<b>Elementary School</b>	<b>Class I</b>	<b>Class 2</b>	<b>Class 3</b>	<b>Class 4</b>
All Fields	\$0	\$25	\$35	\$0



# Proposed 2026 – 2027 SY Fee Schedule - Continued



All Sites (Per Use)				
Rental Item	Class I	Class II	Class III	Class IV
Ramada	\$0	\$15	\$25	\$0
Parking Lot	\$0	\$75	\$75	\$0
Equipment	\$0	\$30	\$30	\$0
Piano	\$0	\$25	\$25	\$0
Grand Piano	\$0	\$25	\$25	\$0
Portable Public Address System	\$0	\$30	\$30	\$0
Fixed Public Address System/PA System	\$0	\$30	\$30	\$0
Projector	\$0	\$10	\$10	\$0
Stage Lighting	\$0	\$30	\$30	\$0
Miscellaneous Fees				
Type of Fee	Class I	Class 2	Class 3	Class 4
Late Payment Fee	\$0	\$30 per event	\$30 per event	\$0
Returned Check Fee	\$0	\$40 per return	\$40 per return	\$0
Application Fee	\$0	\$30 per event	\$30 per event	\$0
Data Entry or Change Fee	\$0	\$50 per change	\$50 per change	\$0
Audio Visual Support/Technology Support/Security/Setup Fees Per Hour/Per Person (Holiday, \$60 per hour)	\$0	\$45 per hour	\$45 per hour	\$0
Student A/V Support	\$0	\$26 per hour	\$26/hour	\$0
Custodial Flat Per Hour (During Regular Shift Hours)	\$0	\$26 per hour	\$26 per hour	\$0
Custodial Overtime Per Hour (Holidays, \$61 per hour), 3-Hour Minimum	\$0	\$46 per hour	\$46 per hour	\$0
Cancellation Fee Less Than 48-Hour Notice	\$0	10% total invoice	10% total invoice	\$0



# Next Steps



- Gather input from Governing Board



- Update Facilities Use Policy Manual & Fee Schedule with Governing Board Input



- Administration to “Vet” the Facilities Use Policy Manual & Fee Schedule with user group committee to be comprised of individuals from District administration, school administration, District user groups and booster groups.



- Review committee comments and update the Facilities Use Policy Manual & Fee Schedule if necessary.



- Present Final Facilities Use Policy Manual & Fee Schedule for the 2026 – 2027 School Year and User Group IV organization list to the Governing Board for approval at July 14, 2026 Governing Board Meeting.



Questions?  
Comments?  
Discussion?

