

**Appendix A**  
**2017-18 Staffing and Rental Fee Structure**  
**District 279 - Osseo Area Schools**

Revised 10.13.2017

Priority Classification Categories	Fee Structure		
	CUSTODIAL OVERTIME If Required	BUILDING/STADIUM SUPERVISOR	FACILITY RENTAL
<b>Required by Law</b>			
Government - Including Public Hearings and community notification meetings	No Charge	No charge	No Charge
Elections & caucuses	Hourly Rate	Hourly Rate	No Charge
<b>PRIORITY I</b>			
<b>District Functions</b>			
<b>District-wide Functions</b>			
Staff Development, School Board, District Committees, School events in building other than home school	No Charge	No Charge - CE Facilities pays when assigned	No Charge
<b>Elementary Functions</b>			
Concerts, staff meetings, etc.	No Charge	N/A - no supervisor assigned	No Charge
<b>Secondary Functions</b>			
Parent Advisory Meetings, Sports Functions: Practices / Games / Meets / Matches/ Post Season Competitions, open gyms, banquets, and parent-player meetings.	No Charge	N/A - no supervisor assigned unless requested -paid by school dept.	No Charge
<b>Community Education</b>			
Enrichment classes and events, ABE, EC&FE, Kidstop events and trainings, Travel and Adventure	No Charge	No Charge - CE Facilities pays when assigned	No Charge
<b>PTO/PTA Activities</b>			
PTO/PTA Meetings, fundraisers intended for school families including but not limited to, Turkey Bingo and Carnivals*.	Hourly Rate	N/A - no supervisor assigned	No Charge
<b>Booster Club Activities</b>			
Meeting	Hourly Rate	No Charge M-F during the school year	No Charge
Event; i.e. team dinners, high school banquets, spaghetti dinners	Hourly Rate	No Charge M-F during the school year	No Charge
<b>District 279 Foundation</b>			
Meeting	Hourly Rate	No Charge - CE pays when assigned	No Charge
Event	Hourly Rate	Hourly Rate	No Charge
<b>Wastebasket Revue</b>			
Meetings: i.e. board meetings, rehearsals - individual groups, writing teams, set building	Hourly Rate	No Charge - CE pays when assigned	No Charge
Events: Dress Rehearsals, Performances	Hourly Rate	Hourly Rate	No Charge

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<b>PRIORITY II</b>			
<b>Governmental, Municipally Affiliated Athletic Associations and Youth Groups</b>			
<b>School or District Sponsored Fundraisers - Intended for the General Public</b>			
Included but not limited to Dinners, Craft Fairs, Cultural Celebrations, Concerts and Theater Productions	Hourly Rate	Hourly Rate	No Charge
Tournaments (gyms, café, concession and/or stadium use only)	Hourly Rate	Hourly Rate	No Charge
<b>Booster Sponsored Fundraisers - Intended for the General Public</b>			
Included but not limited to Dinners, Craft Fairs, Concerts, Garage Sales and Theater Productions	Hourly Rate	Hourly Rate	No Charge
Tournaments (gyms, café, concession and/or stadium use only)	Hourly Rate	Hourly Rate	No Charge
<b>Governmental Police and Fire Associations, etc.</b>			
Training to support ISD 279 students, staff and facilities, SWAT, K-9	No Charge	No Charge	No Charge
Training for recruits or city/county/state programs	Hourly Rate	Hourly Rate	No Charge
<b>Parks &amp; Recreation - Elementary</b>			
Classes and Activities	Hourly Rate	(per city agreement)	Hourly Rate
<b>Parks &amp; Recreation - Secondary</b>			
Classes and Activities	Hourly Rate	(per city agreement)	Hourly Rate
Swimming Pool Use	Hourly Rate	(per City agreement)	\$26 per Hour
Stadium Use	Hourly Rate	Hourly Rate	Hourly Rate
<b>District 279 - Municipally Affiliated Youth Athletic Associations</b>			
<b>Swim Practices</b>	Hourly Rate	(per city agreement)	\$26 per hour for pool use. Hourly Rate for all other spaces.
<b>Swim Meets</b>	Hourly Rate	\$8 / hour charged to group, P&R charged per city agreement	\$26 per hour for pool use. Hourly Rate for all other spaces.
<b>Practices &amp; Games - Elementary</b>	Hourly Rate	(per city agreement)	Hourly Rate
<b>Practices &amp; Games - Secondary</b>	Hourly Rate	(per city agreement)	Hourly Rate
<b>Tournaments</b>			
- House & Traveling - Elementary	Hourly Rate	(per city agreement)	Hourly Rate
- House & Traveling - Secondary	Hourly Rate and per city agreement	Hourly Rate and per city agreement	Hourly Rate
<b>Stadium Use</b>	Hourly Rate	Hourly Rate	Hourly Rate

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<b>Youth and Character Building Organizations</b> composed primarily of ISD 279 residents (a roster of members and their addresses may be required) including but not limited to Scouts, YMCA and 4H			
Meeting	Hourly Rate	No Charge	No Charge
Event	Hourly Rate	Hourly Rate	Hourly Rate for common spaces, no fee for classrooms.
Stadium Use	Hourly Rate	Hourly Rate	Hourly Rate
<b>Public and Non-public K-12 School</b>			
Stadium Use	Hourly Rate	Hourly Rate	Hourly Rate
<b>Priority III Non-profit, Neighborhood and Faith-based Groups</b>			
<b>Groups including but not limited to Rotary, Lions, Jaycees, Community Theaters, Minnesota Youth Athletic Services, Amateur Athletic Union (if not associated with a school fundraiser), neighborhood groups, neighbors and home owners associations, churches, other religious events, public and non-public K-12, political parties hosting campaign events.</b>			
	Hourly Rate	Hourly Rate	Hourly Rate
<b>Priority IV Commercial Groups</b>			
<b>Groups including but not limited to universities &amp; dance studios.</b>			
	Hourly Rate	Hourly Rate	Hourly Rate
<p><b>* All non-district groups falling in Facility Scheduling Priorities 2, 3 or 4, including PTO's, PTA's, and Booster Clubs, are required to provide a Certificate of Liability Insurance in the amount of \$1,000,000.</b></p> <p>For a full description of all procedures and requirements, see Procedure 902: Use of School District Facilities and Equipment.</p>			