

To: CISD Facility Renters

Date: July 5, 2016

Rental rates are established as an attempt to reduce the financial impact of operating facilities beyond their intended purposes.

**CONROE INDEPENDENT SCHOOL DISTRICT  
FACILITY RENTAL RATES**

<b>Jr. High and High Schools</b>	<b>January 1, 2017 Usage Fees Per Hour</b>
Auditorium	120.00
LGI	50.00
Band Hall	60.00
Black Box	75.00
Cafeteria	100.00
Add Kitchen	75.00
Classroom	45.00
Additional Classrooms	10.00
Gym any grade level	120.00
<b>Elementary and Intermediate Schools</b>	<b>Usage Fees Per Hour</b>
Auditorium (Travis Only)	100.00
LGI	50.00
Cafeteria	80.00
Add Kitchen	75.00
Classroom	45.00
Additional Classrooms	10.00

**2 hour minimum Mon-Thurs**

**4 hour minimum Fri-Sun**

**Minimums apply per room.**

\*Usage fees include normal custodial fees, utility charges and normal wear and tear and does not include supervision fees.

\*For Natatorium rates, please contact the CISD Natatorium (936) 709-3901.

\*For Woodforest Stadium and Moorhead Stadium rates and availability, please contact Conroe ISD Athletic Department at (936) 709-7560.

**(Total number of personnel is determined by event)**

July 5, 2016

## ATHLETIC Facility RATES

Administrative approval includes Campus Principal, Campus Athletic Coordinator, and District Athletic Director. CISD Personnel qualify for reduced rates for summer camps.

	January 1, 2017 Per Hour Rates
<b>High School Facility</b>	<b>3 Hrs</b>
Main Field	\$330
Main Field w/lights	\$375
Baseball/Softball Field	\$300
Baseball/Softball Field w/lights	\$375
Track	\$300
Track w/lights	\$375
***Tennis Courts	\$255
Basketball / Gym	\$360
Volleyball / Gym	\$360
Practice Field	\$60 per hr.
<b>Junior High School Facility</b>	<b>3 Hrs</b>
Main Field	\$330
Main Field w/lights	\$375
Track	\$300
Track w/lights	\$375
Tennis Courts	\$90
Basketball / Gym	\$360
Volleyball / Gym	\$360
Practice Field	\$40 per hr.
<b>Intermediate &amp; Elementary School Facilities</b>	
<i>Permission for use must be granted by the school principal.</i>	

*(Total number of personnel is determined by event)*

### Additional Staff

Depending on the size of the event and the number of people/vehicles anticipated to attend, additional personnel/staff may be necessary. The District has the final determination on the number and types of staff necessary to operate an event using District facilities. CISD normally does not rent facilities on holidays. When the District does accommodate a holiday rental, additional fees may be charged to cover the additional personnel costs. The per hour staff fee includes administrative costs and labor burden. The schedule is below:

### Additional Staff Fees Per Hour

Per Hour Fees	January 1, 2017 Per Hour Fees
District-Wide Facility Administrator	\$50.00
School Location Supervisor	45.00
Police Fee	40.00
Custodial Supervisor	40.00

Per Hour Fees Cont.	January 1, 2017 Per Hour Fees Cont.
Additional Custodian Labor and Supplies	35.00
Child Nutrition Manager	40.00
Misc. Additional Staff	20.00
Student Operator	15.00
Athletic Fees Per Hour	
Groundskeeper (Field Prep & Marking)	\$40 per hour
Ticket Seller	\$20 PH or Flat Fee
Ticket Takers	\$15 PH or Flat Fee
Scoreboard/Clock Operator	\$15 PH or Flat Fee
Video Production (Stadium Scoreboards)	\$150 per hour
Additional Staff (Stadium Games)	\$15 PH or Flat Fee

*Why does the District charge us to use facilities paid for with tax dollars?*

By charging rental rates, the District recovers some cost associated with the use of the facilities for purposes other than their intended use. For more information, please see Board Policy GKD.

*Why are the rates increasing?*

Rates are increasing in 2017 to move closer to what we believe the actual cost of operating our facilities are after hours. It has been several years since rates were last increased. Facility costs include wear and tear and basic cleaning after the event. Rates are increasing to reflect utility costs and wear and tear. Rates have not been raised in seven years.

*Why is the charge for labor higher/different than what workers are paid?*

Labor rates are calculated based on typical overtime rates for employees with several years of experience. These rates include other costs associated with personnel such as insurance, retirement contributions, as well as other administrative costs such as scheduling and payroll management.

More information about using Conroe ISD facilities can be found online at

<http://www.conroeisd.net/departments/custodial-maintenance-operations/using-cisd-facilities/>

CISD parking lots are open and accessible to the general public and are generally not implicated under Board Policy GKD. However, if the parking area is to be used for any of the following, the provisions of Board Policy GKD must be met including utilization of SchoolDude:

- The use requires that the lot or a certain number of spaces will be made available/reserved for use at a specific time
- Admission will be charged to enter the lot or a designated area in the lot
- Cash transactions will be conducted on the lot
- The District determines that supervision or monitoring of the activity is required
- The use of the lot requires the use of utility services such as water and/or power
- Use of the lot would require clean-up

The rental rate for parking lots is calculated at \$1.25 per parking space per day.