

# REGULATION

## ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

**Related Entries:** KC, JCC-RAC, JCC-RAB  
**Responsible Office:** CHIEF OPERATING OFFICER

### COMMUNITY USE OF FACILITIES

#### A. PURPOSE

To establish and implement procedures and processes for the community use of Anne Arundel County Public Schools (AACPS) facilities, including school property, land, grounds, sites, buildings, and structures in accordance with State law.

#### B. BACKGROUND

The Board of Education of Anne Arundel County (Board) recognizes that facilities paid for by the taxpayers of Anne Arundel County should be utilized to the fullest extent possible. The Board believes that the interests of the Anne Arundel County community merit the use of the AACPS facilities. Thus, the use of AACPS facilities for community purposes is encouraged by the Board and is in accordance with State law.

#### C. PROCEDURES

##### 1. General Provisions

- a. AACPS facilities may only be used at times that do not interfere with regular school hours or other school activities and programs.
- b. Nonprofit organizations and government agencies may use AACPS facilities for educational, civic, social, religious, recreational, social emotional, physical, and behavioral health activities.
- c. Profit-making organizations may only use AACPS facilities:
  - i. For activities that are school-sponsored or school affiliated and provide a direct benefit to AACPS students or non-profit activities such as athletic programs, fund-raising activities for charitable purposes, and employee support activities; or,
  - ii. If they have been contracted by AACPS.

- d. School facilities may not be used by an employee(s) or individual(s) for their own personal business or financial benefit.
- e. Any group or organization using school property shall indemnify and hold harmless the Board for any expenses, losses, damages, claims, lawsuits, or liabilities that are in any way caused by or result from their use of the school property.
- f. Community activities shall be assigned in accordance with the priority rankings indicated in the *Community Use of Facilities Manual*.
- g. The use of tobacco is prohibited on school system owned property. Tobacco means products derived from the tobacco plant that are smoked, chewed, sniffed or otherwise consumed, including cigarettes, cigars, pipe tobacco, snuff, chewing tobacco, smokeless tobacco, electronic cigarettes or vapor pens, whether or not containing tobacco products.
- h. Per Regulation JCC-RAC – Alcoholic Beverages, Controlled Dangerous Substances, and Other Intoxicants, the possession, use, distribution, or conspiracy to distribute alcoholic beverages, controlled dangerous substances, counterfeit controlled dangerous substances, noncontrolled substances, or other intoxicants is strictly prohibited on property owned by the Board.

## 2. Use of AACPS Facilities for Religious Services

The Superintendent or Superintendent's designee may approve up to the first five years of religious organization usage of an AACPS facility. Extensions for use of such facilities may be granted by the Superintendent under the rates scripted in the *Community Use Manual*.

## 3. Memorandum of Agreement with the Anne Arundel County Department of Recreation and Parks (County)

- a. The Board of Education and the County agree to jointly schedule, reserve, operate, and supervise the use of the designated school facilities according to an approved Memorandum of Agreement.
- b. Representatives of the Board and the County shall review the *Community Use of Facilities Manual* and Memorandum of Agreement and update annually.

## 4. Exceptions

- a. The Superintendent or the Superintendent's designee may refuse or disapprove the use of any school facility for the purposes stated in the Maryland Education Article and the Code of Maryland Regulations.

- b. Any exception or special request not covered under these regulations shall be referred to the Superintendent’s designee for a decision.
- c. Fees may be waived or reduced by the Superintendent or the Superintendent’s designee for school-related support organizations, considered in consultation with representatives of those organizations.

## 5. Implementation

The Chief Operating Officer or the Chief Operating Officer’s designee shall develop the procedural *Community Use of Facilities Manual* for the implementation of this regulation.

**Regulation History:** Developed by the Superintendent 02/04/15; 01/02/24  
Reviewed by the Board 03/18/ 15; 01/02/24  
Issued 03/18/15; 03/06/24

**Note previous regulation history:** Replaces Regulation 502, issued 12/01/76 and revised 06/12/92; Regulation 502.03, issued 11/01/72 and revised 06/16/92; Regulation 502.06, issued 06/06/72 and revised 06/16/92, 05/03/06 and 04/04/07.

**Legal References:** Sections 7-108, 7-109, and 7-110 of the Education Article; COMAR 13A.02.04 *Tobacco Free School Environment*