

1335 Use of Kitchen and Dining Facilities

From time-to-time, school or community groups may need the use of District. It is not intended that the district be in competition with local eating establishments. However, if the request is granted, the following conditions will apply.

- Requests for community use of kitchen facilities are to be approved by the Nutrition Service Director and the appropriate building principal. The request should be submitted well in advance.
- Before use of any kitchen facility, outside groups must complete a District Kitchen Usage form and submit for approval to the Nutrition Services Director.
- Whenever the kitchen is used by outside groups, the district may require a member of the Nutrition Services Department be present. If a Nutrition Services Department employee is necessary, the group will be required to reimburse the district for salary and benefit expenses.
- Summer use is discouraged and will be subject to the availability of personnel.
- Kitchen equipment is to be used, the user must agree to pay for replacement of all lost or broken pieces. The user must also see that kitchen equipment is washed and properly stored after the event.
- Payment for use of facilities is to be made to Campbell County School District on or before the day of use. If district personnel are required to do unanticipated clean-up after the event, the user may be billed for the additional time.
- Food items belonging to the school lunch program cannot be used by outside groups.

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LEGAL REFERENCE(S):

CROSS REFERENCE(S):

ADMINISTRATIVE REGULATION: