



MADISON PUBLIC SCHOOLS  
Madison, Connecticut

## **USER GROUPS, PRIORITY USE ORDER, RENTAL FEE STATUS**

***Priority use of school facilities will be given to those groups / organizations that primarily benefit Madison youth. The classification of user groups and priority use order shall be as follows:***

**Group 1: School / District Activities and School-Related Organizations:  
(Priority Users 1)**

This group of users includes Madison Public Schools' student groups, Madison Public Schools' staff, school-related parent groups and school-related fundraising activities of Parent Teacher Organizations (PTOs and APTs), and other school-related parent and student associations. Rental fees for this group are waived for activities scheduled during a time when the school facility is normally open and staffed for normal custodial services and discounted when activities are scheduled during a time when the school facility is not open and staffed such as on a weekend or non-school day.

**Group 2: Town of Madison Departments and Town Government:  
(Priority Users 2)**

This group of users includes the before and after-school childcare programs managed by the Madison Beach and Recreation Department, sports activities and camps sponsored by the Madison Beach and Recreation Department, and such Town of Madison activities intended for participants under the age of 18 (or where the participants are eligible for exception to age 21). Additionally, this user group includes Town government activities, e.g., Board of Selectmen meetings, Board of Finance meetings, etc. Rental fees for this group are waived for activities scheduled during a time when the school facility is normally open and staffed for normal custodial services and discounted when activities are scheduled during a time when the school facility is not open and staffed such as on a weekend or non-school day. Rental fees for this group are also waived for furniture and equipment rental.

**Group 3: Non-profit Community Organizations and Use for Charitable Purposes: (Priority Users 3)**

This group of users includes recognized youth support teams such as little league and local youth groups such as Boy Scouts and Girl Scouts whose activities are intended for participants under the age of 18 (or where the participants are eligible for exception to age 21). Also included in this group are Madison community service clubs / organizations, senior citizens groups, and Madison church organizations. Rental fees for this group are waived for activities scheduled during a time when the school facility is normally open and staffed for normal custodial services and discounted when activities are scheduled during a time when the school facility is not open and staffed, such as on a weekend or non-school day. Rental fees for use of furniture and equipment for this group is discounted at per the *Furniture and Equipment Rental Fee Schedule*.

**Group 4: Commercial and For-Profit Organizations: (Priority Users 4)**

This group of users includes commercial groups organized for the purpose of providing an event or activity to make a profit. These users do not have charitable organization status and may charge an admission fee to an event. Such groups include, but are not limited to, for-profit karate clubs, dance schools, for-profit sports camps and athletic event groups, local businesses or entrepreneurs, trade shows, public concerts, and similar activities. Rental fees for this group are always charged regardless of the time of day or year the event is scheduled.