

## Flour Bluff ISD Facility Usage Handbook 2025-26

**1. Introduction** Welcome to the Flour Bluff Independent School District Facility Usage Handbook. This guide outlines policies, procedures, and requirements for organizations and individuals seeking to rent or utilize FBISD facilities.

### 2. General Policies

- All facility usage must align with FBISD's mission and values.
- Reservations are required and must be submitted in advance.
- FBISD facilities are available to district-affiliated organizations, non-profit groups, and approved external users.

### 3. Facility Availability & Reservations

- Facilities are available for rental outside of school hours.
- Reservation requests must be submitted at least 30 days in advance.
- Priority is given to school-sponsored activities and district programs.
- FBISD reserves the right to refuse any organization for any reason.

**4. Rental Categories & Fees** Organizations fall into one of the following categories:

- **Category A:** District-sponsored activities (no fee)
- **Category B:** Non-profits and community organizations (reduced rate)
- **Category C:** Private and commercial entities (standard rate)

**Fee Schedule** (for 6-hour usage):

Online payment service charge is built into all pricing.

Facility	Nonprofit Fee	Commercial Fee
Auditorium	\$786.58	\$1048.64
Teaching Theatre	\$314.88	\$524.53
Primary/Elementary/Intermediate/Junior High Cafetorium	\$314.88	\$524.53
High School Cafetorium	\$419.71	\$629.35
Libraries	\$105.24	\$210.06
Classrooms (per room)	\$105.24	\$210.06
Additional Classroom	\$52.83	\$63.31

Transportation Lounge	\$105.24	\$210.06
Maintenance Training Room	\$105.24	\$210.06
ROTC Pavilion	\$210.06	\$524.53
District Parking Lots	\$210.06	\$524.53

### **Athletic Facilities**

<b>Facility</b>	<b>Nonprofit Fee</b>	<b>Commercial Fee</b>
Hornet Stadium	\$786.58	\$1,572.75 + Concession
Hornet Baseball & Softball	\$524.53	\$1,572.75 + Concession
Junior High Stadium	\$524.53	\$1,572.75 + Concession
Varsity Gym	\$524.53	\$1,572.75 + Concession
Tennis Courts	\$314.88	\$629.35
Wranosky Gym	\$419.71	\$1048.64
Junior High Gyms A & B	\$524.53	\$1,048.64
Intermediate Gym	\$314.88	\$629.35
Primary & Elementary Gyms	\$314.88	\$629.35

A proportionate service fee will be charged for time exceeding the approved limits.  
Fractional parts of an hour will be considered as one full hour.

### **5. Insurance & Liability**

- All external users must provide a Certificate of Insurance with at least \$1,000,000 in general liability coverage.
- FBISD is not responsible for accidents, injuries, or lost items.

### **6. Prohibited Activities & Items**

- Alcohol, tobacco, and drug use are strictly prohibited.
- Pyrotechnics, open flames, and hazardous materials are not allowed.
- Unauthorized facility modifications are not permitted.
- Refreshments may only be served in cafetorium's. Food and drinks are not allowed in classrooms, gyms, or the auditorium.

## **7. Specific Facility Guidelines**

- Facilities like the Stadium and Auditorium will have their own specific set of rules. You may be sent a separate document by the Athletics or Fine Arts departments that ensure you will abide by the rules for those facilities.

**8. Special Consideration for Youth Organizations** Nonprofit youth organizations such as Boy Scouts, Girl Scouts, Little League, Soccer, Youth Basketball, Kickball, and Special Olympics may receive reduced rental rates. Charges will be based on actual costs incurred by the district.

## **9. Payments & Cancellations**

- Full payment is due before the scheduled event.
- Cancellations made 7 days or more before an event will receive a full refund.
- Cancellations not made 7 days or more before an event will only be refunded 50% of the cost.

## **10. Security & Supervision**

- Some events may require FBISD security personnel at an additional cost.
- The renting party is responsible for appropriate adult supervision.

**11. Contact Information** For all facility rental questions, contact Christine Foutch at [cfoutch@flourbluffschoools.net](mailto:cfoutch@flourbluffschoools.net).