

WESTON PUBLIC SCHOOLS

BUILDING/FACILITY USE FEES – HOURLY RATES

Building	Capacity	Group I School/Town	Group II Community		Group III Private		ALL GROUPS Profit or Non-Profit ENERGY RATE
			2018-2019	2019-2020	2018-2019	2019-2020	
Hourly Building Rental Fees							
High School							
Auditorium & Stage	602 seated	No Fee	\$65	\$67	\$130	\$134	\$17.05
Gymnasium	577 seated, 1320 standing	No Fee	\$75	\$77	\$150	\$154	\$17.05
New Gymnasium	1100 seated, 1603 standing	No Fee	\$75	\$77	\$150	\$154	\$17.05
Cafeteria/Kitchen	250 seated, 600 standing	No Fee	\$65	\$67	\$130	\$134	\$17.05
Middle School							
New Gymnasium	360 seated, 770 standing	No Fee	\$75	\$77	\$150	\$154	\$17.05
Old Gymnasium	360 seated, 780 standing	No Fee	\$75	\$77	\$150	\$154	\$17.05
Cafeteria Kitchen	236 seated, 507 standing	No Fee	\$65	\$67	\$130	\$134	\$17.05
Library		No Fee	\$65	\$67	\$130	\$134	\$17.05
Intermediate School							
Gymnasium	398 (no bleachers)	No Fee	\$75	\$77	\$150	\$154	\$17.05
Cafetorium/Kitchen	626/stage 63	No Fee	\$65	\$67	\$130	\$134	\$17.05
Elementary School							
Gymnasium	300	No Fee	\$38	\$40	\$75	\$79	\$17.05
South House All Purpose Room	100 seated, 225 standing	No Fee	\$33	\$35	\$65	\$69	\$17.05
South Cafeteria/Kitchen	112 seated, 240 standing	No Fee	\$33	\$35	\$65	\$69	\$17.05
East Cafeteria/Kitchen	99 seated, 212 standing	No Fee	\$33	\$35	\$65	\$69	\$17.05
Classrooms							
All Buildings	25	No Fee	\$33	\$35	\$65	\$69	\$11.36
Fields							
		No Fee					
*Turf I		No Fee	N/A	N/A	N/A	N/A	N/A
*Turf II		No Fee	N/A	N/A	N/A	N/A	N/A
*All Other Fields		No Fee					

Additional Fees

In addition to the room and energy hourly fees in the above schedule, **the following fees will also apply:**

Custodial Fees:

Weekday hourly rate is \$26.51, for time extending beyond their regularly scheduled hours, per custodian.

Saturday hourly rate is \$39.77 per custodian, reflecting time and a half rate.

Sunday and holiday hourly rate is \$53.02, per custodian, reflecting double-time rate.

Regularly scheduled hours for custodians at the elementary and intermediate schools are 7am – 6pm, M-F

Regularly scheduled hours for custodians at the middle school are 7am-8pm, M-F

Regularly scheduled hours for custodians at the high school are 7am – 11pm, M-F

A Three (3) hour minimum applies to all custodial coverage.

Technology Fee

If the event requires one of the District's IT staff to be present, the following hourly rates apply:

Weekday hourly rate, during regularly scheduled school hours, from 8am – 3pm, is \$29.21.

Weekday hourly rate, after scheduled school hours and Saturdays is \$43.82.

Sunday and holiday hourly rate is \$58.42.

Security/Fire Coverage

Events of 200 people or more automatically require fire coverage as well as a security guard or police officer. Depending upon the type of event, the District may determine that this type of coverage is required for events with less than 200 attendees as well.

Wage Tax:

A wage tax, based on the final custodial fee, is charged to all groups.

Book Keeping Fee:

A book keeping fee, based on the final charge for the event, is charged to all groups. The fees are 10% for groups 1 and 2, and 25% for group 3.

If food is served at an event, there is a \$100 additional charge for refuse collection.

Gymnasiums:

If you are using any gym other than for an athletic event, the charges will include a fee of \$250 for time involved to place and remove the gym floor cover.

Use of all facilities requires a damage deposit of \$500 which is refundable in its entirety, if no damages occur.

A \$50 per day surcharge will be added for use of lighting instruments for all non-curricular organizations.

*After 6:00 PM, M-F during the school year.

TECHNICAL FEES

TECHNICAL SUPERVISOR \$65.00/hr. weekdays & evenings
(Oversees all aspects of production) \$75.00/hr. weekends
(Note: May be more in summer with difficulty in getting properly trained staff.)

CREW CHIEFS \$20/hr.
(Specially trained student technicians who can monitor other students)

STUDENT CREW \$15/hr.
(Trained students)

ANY PRODUCTION THAT REQUIRES THE USE OF ANY OF OUR EQUIPMENT MUST HAVE A TECHNICAL SUPERVISOR ON-SITE.

HOLD HARMLESS

I am the duly elected official of my Organization. As such, I have the power and authority to indemnify and hold harmless the Town of Weston and Weston Board of Education, their agents, employees and elected officials from and against all damages, expenses and claims which the Town of Weston, Weston Board of Education, their agents, employees and elected officials may suffer because of my organization's use of the facility and spaces requested. I further agree that the person in charge will inspect the facility and spaces requested prior to each use to insure that they are free of conditions that may cause injury to our Clients/members as a result of this application. I have read the "Facility Use Manual". I fully understand the requirements and agree to the terms and conditions as defined. I further agree to inform all Clients associated with this application of these terms and conditions.

REMINDERS:

- 1) If you decide to CANCEL an event, please notify the school as soon as possible.
- 2) Please check the school web-site at www.westonps.org for cancellations due to inclement weather.

FACILITIES INFORMATION

Listed below are the available spaces by school, the school address and the telephone number and the names of the School Principal and person responsible for facility scheduling.

Weston High School – Located at 115 School Road (203-221-6503)

Lisa Wolak, School Principal

Jodi Sacchetta, for Facility Scheduling

Auditorium/Stage, Cafeteria, Kitchen, Classrooms

Weston Middle School – Located at 135 School Road (203-221-6363)

Dan Doak, School Principal

Nancy Darling, for Facility Scheduling

Gymnasiums, Cafeteria, Kitchen, Old Gym and Stage, Library, Classrooms

Weston Intermediate School – Located at 95 School Road 1(203-221-6333)

Pattie Falber, School Principal

Cheryl Churchill, for Facility Scheduling

Cafeteria, Kitchen, Gymnasium, Library, Classrooms

Hurlbutt Elementary School – Located at 9 School Road (203-221-6303)

Laura Kaddis, School Principal

Elaina Braddick, for Facility Scheduling

South All Purpose Room, South Cafeteria, East Cafeteria, Kitchen

Fields and High School Gyms – Located at 115 School Road (203-221-6519)

Mark Berkowitz, Athletic Director

Dawn Egan, for Facility Scheduling

Turf 1, Turf II, All Other Fields and High School Gymnasiums

School Cafeteria – Office located at Weston High School

Cafeteria Director (203-221-6576)

Use of School Kitchens

REMINDERS

- 1) If you decide to CANCEL an event, please notify the school as soon as possible.
- 2) Please check the school web-site at www.westonps.org for cancellations due to inclement weather.