



## Appendix B – FY20 Fee Schedule

The Budget Subcommittee monitors fee-based programs annually to identify trends, and if necessary, recommends changes to fees to stay within target ranges. The following represents the changes recommended by the Budget Subcommittee that have been approved by the School Committee for FY20.

### HS Co-Curricular Activities

The Psychology and Skating clubs have run as a pilot for more than three years. In FY20, these clubs will be recognized as part of our official High School club offerings in FY20. The fee to participate in the Psychology club has been established at \$65 with a minimum participation requirement of 15 students. The fee to participate in the Skating club has been established at \$100 with a minimum participation requirement of 10 students.

### Athletic Fees

The Masconomet School Committee will be adjusting the athletic fee structure starting in FY20. Masconomet has charged athletic fees since 2003 to help cover the costs of non-academic programs. Traditionally, athletic fees have been set to cover 60% of athletic costs. Using the current fee structure, this percentage is no longer achievable without raising the fees significantly. There has been a consistent trend of reduced overall enrollment of students, as well as increases in essential costs for assistant coaches, transportation, consumable supplies, rental and tournament fees, trainer services, etc. The school committee has elected to mitigate the fee increase by reducing the average fee contribution ratio to 55% of the costs instead of the previous 60%.

In order to determine the new fees, some other adjustments were made to the fee structure paradigm. First, the school committee has changed the levels of each sport, such that instead of the previous Varsity, Junior Varsity (JV), and Freshman teams, these will now be Varsity, JV1 and JV2. This new structure will function better with the lower enrollment numbers, so that students are more likely to be placed based on ability rather than grade. Along with this change, the participation requirements are no longer set by sport, but instead by *level* for each sport. At each level, there are three standards for participation per sport: (1) *minimum* to run the program, (2) *ideal* number for sufficient playing time per athlete (this is the target), and (3) *maximum*.

The above changes impact the calculation of athletic fee revenue, which is no longer determined by the 3-year average participation per sport, but is now determined by the *ideal level* of participation per sport, with adjustments for non-cut sports that have had high 3-year participation rates. Using these calculations and projected estimates, the new fees will still fund the operating budget by about \$566,000, as they have in the past.

One other change was made in regard to ticketed sports events. In FY20, every student who is on a varsity team that plays in ticketed events will receive one free game pass for each home game. Ticket revenue is not part of the operating budget, but instead has been used to fund athletic fee scholarships.



## Appendix B – FY20 Fee Schedule – Continued

The athletic fee schedule for FY20 is presented below by sport. There are two sports with no fee increase, eight sports with \$50 fee increases, and nine sports with \$100 fee increases. The athletic program costs by sport appear on the next page.

FY20 Athletic Fee Changes		
Sport	New Fee	Increase
Cheerleading	\$500	\$50
Cross Country	\$350	\$100
Field Hockey	\$500	\$50
Football	\$650	\$100
Golf	\$550	\$50
Soccer	\$500	\$100
Volleyball	\$650	\$100
Baseball	\$600	\$100
Lacrosse	\$500	\$100
Softball	\$550	\$50
Spring Track	\$300	\$50
Tennis	\$500	\$50
Basketball	\$700	\$100
Gymnastics*	\$600	\$50
Ice Hockey*	\$1,050	\$100
Ski Team*	\$300	\$50
Swim Team	\$400	\$0
Winter Track	\$350	\$0
Wrestling	\$650	\$100

### Meal Pricing

The School Committee approved a fifty-cent (\$.50) increase in lunch pricing for FY20. Lunch pricing has remained consistent at \$2.50 - \$3.50 for the past twelve years. The price of food, labor, maintenance, and benefits has increased during that time and it is no longer possible to run a quality program at those price points. The lunch meal prices for FY20 will be \$3.00 - \$4.00 for students and \$4.25 (excluding tax) for adults. The District is also introducing a breakfast program serving a complete breakfast (example -mini- quiche, fruit, juice and milk) in addition to ala carte items for \$2.25.



## Masconomet FY20 Athletic Costs and User Fee Summary

Sport	Season	3 yr Ave	Coach JV or Assistant		Coach FR/JVB or Ass't	Total Coaches	FTE Coaches	Employee Game Workers	Overhead	Consumables		Consultants		Maint,Rentals,Fees			Total	Ave/pupil
			Coach V	Assistant						Uniforms	Supplies	Officials	Police Detail/ Ambulance	Fields/Rental	Other/ Recondition	Transport		
Cheerleading	Fall	37	\$4,284	\$3,505		\$7,789	2	\$0	\$8,702	\$0	\$0	\$0	0	\$6,000	\$0	\$3,850	\$26,341	\$712
Cross Country	Fall	117	\$10,906	\$14,020		\$24,926	6	\$260	\$27,517	\$1,000	\$400	\$0	0	\$3,800	\$300	\$7,500	\$65,703	\$562
Field Hockey	Fall	47	\$6,230	\$8,568	\$3,505	\$18,303	4	\$120	\$11,054	\$400	\$500	\$4,200	0	\$6,654	\$300	\$4,600	\$46,131	\$982
Football	Fall	94	\$8,568	\$15,186	\$4,673	\$28,427	5	\$3,600	\$22,030	\$3,650	\$1,000	\$6,600	\$7,000	\$10,271	\$8,500	\$9,500	\$100,577	\$1,074
Golf	Fall	12	\$4,673			\$4,673	1	\$0	\$2,744	\$0	\$600	\$0	0	\$1,200	\$0	\$2,825	\$12,042	\$1,032
Soccer	Fall	120	\$12,460	\$17,136	\$7,010	\$36,606	8	\$1,410	\$28,145	\$1,720	\$1,000	\$8,200	0	\$13,122	\$300	\$8,400	\$98,902	\$826
Volleyball	Fall	25	\$5,453	\$8,568		\$14,021	3	\$90	\$5,958	\$0	\$900	\$3,100	0	\$0	\$0	\$3,500	\$27,569	\$1,088
Baseball	Spring	47	\$6,230	\$8,568	\$3,505	\$18,303	4	\$510	\$11,054	\$1,750	\$1,100	\$4,600	0	\$5,454	\$300	\$5,500	\$48,571	\$1,033
Lacrosse	Spring	87	\$10,906	\$17,136		\$28,042	6	\$2,085	\$20,540	\$1,700	\$1,300	\$6,200	0	\$9,576	\$300	\$8,600	\$78,343	\$897
Softball	Spring	44	\$6,230	\$8,568	\$3,505	\$18,303	4	\$0	\$10,348	\$350	\$900	\$4,000	0	\$5,125	\$300	\$4,050	\$43,376	\$986
Spring Track	Spring	161	\$12,460	\$17,136		\$29,596	6	\$2,160	\$37,787	\$0	\$500	\$2,300	0	\$0	\$0	\$7,700	\$80,043	\$498
Tennis	Spring	36	\$10,906			\$10,906	2	\$0	\$8,545	\$0	\$1,200	\$0	0	\$500	\$0	\$4,750	\$25,901	\$713
Basketball	Winter	66	\$14,018	\$17,136	\$8,568	\$39,722	8	\$9,790	\$15,523	\$600	\$1,300	\$10,500	\$400	\$0	\$300	\$10,600	\$88,735	\$1,344
Gymnastics*	Winter	20	\$4,673			\$4,673	1	\$0	\$4,625	\$2,500	\$0	\$1,000	\$0	\$4,000	\$0	\$1,600	\$18,398	\$936
Ice Hockey*	Winter	62	\$12,460	\$12,852		\$25,312	5	\$4,500	\$14,503	\$3,725	\$300	\$6,400	\$0	\$51,000	\$800	\$6,100	\$112,640	\$1,827
Ski Team*	Winter	44	\$4,673	\$3,505		\$8,178	2	\$0	\$10,270	\$0	\$650	\$0	0	\$1,000	\$0	\$2,600	\$22,698	\$520
Swim Team	Winter	46	\$4,673	\$3,505	\$1,753	\$9,931	3	\$0	\$10,819	\$500	\$0	\$1,000	0	\$7,500	\$0	\$900	\$30,650	\$666
Winter Track	Winter	114	\$10,906	\$14,020		\$24,926	6	0	\$26,812	\$0	\$500	\$0	0	\$3,000	\$0	\$9,250	\$64,488	\$566
Wrestling	Winter	19	\$7,009	\$4,284		\$11,293	2	\$540	\$4,469	\$0	\$400	\$3,000	0	\$0	\$300	\$4,150	\$24,152	\$1,271
<b>Total</b>		1197	\$157,718	\$173,693	\$32,519	\$363,930	78	\$25,065	\$281,445	\$17,895	\$12,550	\$61,100	\$7,400	\$128,200	\$11,700	\$105,975	\$1,015,260	\$848

\*Co-op Programs

### Overhead:

Salem News Subscription	210
Letters/Certificates	2,100
Emer. Consumable Supplies	1,200
Medical Supplies & Mouth Guards	3,060
Practice Pinnies (waist length)	750
Uniforms Replacement Cycle Durables (Football, Lacrosse)	24,000
Coach Apparel	6,000
General Equipment-Durables	11,500
Trainer	34,500
Memberships/ Dues/Entry Fees	13,000
HUDL	2,800
Emer. Equip Repair/Maint	1,000
AD Travel	850
Field House and Gym Maintenance and Court Maintenance	9,600
Athletic Director -FY19 wage(FY20 not settled)	71,051
Secretary/User Fee Admin -FY19 wage(FY20 not settled)	64,771
Faculty Manager	8,568
Assistant Faculty Manager	3,505
Game worker - Ticket Takers	6,980
Tournaments & Post Season(coach bonus, trans, ice, etc.)	16,000

281,445 \$ 235.19 Per Pupil Overhead

### Non-Resident Fees:

Girls' Ice Hockey co-op fee	\$1,827
Gymnastics co-op fee	\$936
Ski co-op fee	\$520

Field Maintenance \$ 48,100  
Per Pupil Field Cost \$ 109.65



## *Appendix B – FY20 Fee Schedule – Continued*

### **Facility Rental**

In early 2019, the School Committee adopted new guidelines for facility rentals and revised the fees to align with guidelines. These new guidelines have been implemented and the new fees appear in the fee schedule by facility use category. The guidelines are included to aid the reader in understanding these categories and the current processes associated with using Masconomet facilities.

### **Use of Facilities Guidelines**

The Masconomet Regional School Committee allows the use of school facilities by responsible and properly organized groups and organizations for worthwhile educational, recreational, social and cultural purposes. The following policies and procedures must be followed.

Use of the Masconomet Regional School District Buildings and Grounds will be governed by the following rules and regulations. These rules and regulations fall under the provisions of Chapter 71, Section 71, which will be operative until further changes are deemed necessary and advisable. All applicants must renew their applications seasonally.

### **Reservation Application Process**

The Masconomet School District recognized that the public schools are created and supported by the citizens of Boxford, Middleton and Topsfield, therefore the Masconomet Regional School District Committee shall encourage the use of the schools by community individuals, groups and associations for educational, cultural and civic activities when the school facilities are not being used for school related activities.

This policy applies to all Masconomet fields with the exception of Roberts Field (Stadium). The use of Roberts Field, Bunker Stadium, Sennott Concession Stand, Coppola Press Box and/or the Parking Lots are subject to School Committee approval.

Any group or organization wishing to use Masconomet facilities must abide by the following requirements.

- Preference for facilities, in the event there is a scheduling conflict, will be given in the following order:
  - Masconomet activities
  - Town endorsed groups or organizations serving Tri-Town students
  - Community-based groups or organizations serving Tri-Town adults
  - Tri-Town individuals
  - Organizations or groups outside of the Tri-Towns



## *Appendix B – FY20 Fee Schedule – Continued*

- Copies of the required insurance binder and, if applicable, evidence of Tri-Town non-profit status must be included with the application.
- The renter must not publicize the event prior to notification of approval.
- For events that take place in more than one season, a new application must be submitted for each season.
- Masconomet retains the right to bump a scheduled activity. When possible Masconomet will provide two days' notice.
- In the event a renter does not follow the established procedures, a written warning will be issued. If they continue to disregard procedures, approval for use of the space will be revoked indefinitely.
- Applications and all questions regarding facility use should be addressed to Leanne Towle, facility use coordinator, at [towle@masconomet.org](mailto:towle@masconomet.org), or 978-887-2323.

### **Facilities Use Requirements**

1. The applicant assumes full responsibility for the preservation of order in and about the building and grounds. The school administration, at its discretion, may require police officer coverage and will add the cost to the rental fee.
2. Full liability for any damages to MRSD property or injuries to persons, whether in MRSD buildings or on the grounds, shall be assumed by the applicant. Employees of the MRSD, or its representatives, shall be held free from any and all liabilities, which might result from the applicants' use of the buildings and grounds. The applicant agrees to take the utmost care in the use of school property and to make good any damage or loss to school property.
3. When fees are required in connection with the use of MRSD facilities, the rental fee must be paid in full and in advance of the use of the requested facility. The facility will not be reserved until the fee has been received by the facility use coordinator. Payment of rental fees must be by check made out to the Masconomet Regional School District.
4. Permission to use school facilities does not give the renter the right to exclude the School Administration or representatives from school property.
5. Only the facilities requested on the application form shall be used, and ONLY for the time(s) stipulated on the application. Failure to leave the premises at the appointed time could result in an additional fee for employee overtime costs (costs varies by employee position needed). If a renter refuses to leave when asked by MRSD Staff, the police may be called. Future use of facilities may be jeopardized.



## *Appendix B – FY20 Fee Schedule – Continued*

6. Smoking or the use of any tobacco product is prohibited in the buildings and on school property. Use of drugs or alcohol will not be permitted, nor shall a person under the influence of intoxicants be permitted on school property.
7. Beverages or food may not be sold or served on school premises unless written permission is granted by the School Administration. Decorations, posters and other items may not be affixed to any part of the building. Exceptions to this policy must be requested at the time of the application. Heating or Cooking of any food products is NOT allowed per order of Fire Department.
8. Scenery, theatrical props, rented pianos, and other equipment must be delivered after school hours on the day of use and removed after school hours the following day. The MRSD is not responsible for any property left on the premises. The MRSD does not provide storage facilities.
9. Permission, when granted, does not allow the use of any school supplies, apparatus, or equipment, and does not include the use of facilities for rehearsals in any other part of the building. School facilities must be left in the same condition as before their use. Future use will depend on leaving the premises clean and in good repair. A clean up fee may be assessed if conditions are not left in favorable condition.
10. In case of school cancellation or early dismissal due to inclement weather, the facility will not be available for use unless permission is granted by the Superintendent or designee.
11. No subletting or sharing rental space between two parties/activities in the same area is permitted.
12. Children who are not participating in an event must be supervised at all times. The applicant assumes full responsibility for control and supervision of all participants and visitors in conjunction with the event.
13. This includes control of behavior and actions within the rental space, all adjoining space (hallways, bathrooms, etc.), and the exterior of the building.
14. Participants or guests may not use any wheeled equipment inside or in the immediate vicinity of the building such as skateboards, wheelie shoes, or scooters.
15. The entrance/exit closest to the rented area must be used at all times.
16. Organizations are required to complete a checklist/exit form after the event is over. If the event is more than one (1) day, the form will be filled out after the first and last day.
- 17. The Superintendent may review facilities use decisions as to the fairness of fees and/or requirements in the case of extraordinary circumstances. All decisions made by the Superintendent are final.**



## *Appendix B – FY20 Fee Schedule – Continued*

### BUILDING USE/RENTAL

#### **Available Facilities**

##### Auditorium (Capacity - 600)

- LCD display on projector screen
- Stage with curtain
- Light and sound production
- One Technician for lights and sound

##### Gym (Capacity – varies depending on use, maximum 544)

- Full size basketball court, or two smaller courts
- Bleachers
- Volleyball court

##### Field House (Capacity – varies depending on use, maximum 1620)

- Three Full size basketball court, one with full bleachers
- Indoor track
- Volleyball court
- Wrestling area

##### Selected Classrooms (Capacity - varies depending on use, maximum 94)

- 5 available located in the music/cafeteria area
- White board
- Wireless Internet access

##### Cafeterias (Capacity – Teachers Cafe - 40, Small cafe - 268, Large cafe - 358)

- Wireless Internet access
- Pull down projector screen
- Dining Service options available upon request

##### Computer Lab (Capacity - 25)

- Internet
- 24 student stations, 1 instructor station
- Printer
- Scanner
- White Board

##### All spaces can be equipped with any of the following portable audio-visual equipment:

- Microphones
- TV with VCR
- Laptop w/ LCD projector
- Overhead projectors
- Podium

Desks, tables, and chairs are also available and can be configured in rented space as needed.



## Appendix B – FY20 Fee Schedule – Continued

### **On-site Contacts**

*The renter must designate an onsite contact person who will be available to manage any problems or situations that arise. This contact person should be available and must remain on site for the duration of the event. The MPFT (maintenance staff) person will be the MRSD's contact person.*

1. The rental contact person must check in with the MRSD contact person upon their arrival. They will be offered a MRSD radio or the contract person must leave the MRSD contract person a cell number in order to remain in contact with each other.
2. The rental and MRSD contact persons, together, will review the facility that will be used and ensure that it is in ready condition for the event. The MRSD contact person will indicate what other facilities may or may not be used (hallways, bathrooms, exterior doors, etc.).
3. In the event the rental contact person does not appropriately address any problem or issue during an event, the MRSD contact person reserves the right to end the event and the right to ask all participants to vacate.
4. At the conclusion of the event, the rental contact person will contact the MRSD contact person to inspect the facilities to ensure that it is returned in the same condition as it was when the group arrived. They will also review any problems or issues that may have occurred.
5. A checklist/exit form will be completed and signed by the rental contact person and submitted to the MRSD contact person.

### **Liability Insurance**

1. Full liability for any damages to MRSD property or injuries to persons, whether in MRSD buildings or on the grounds, shall be assumed by the renter. Employees of the MRSD, or its representatives, shall be held free from any and all liabilities which might result from the renter's use of the buildings and/or grounds. The renter agrees to take the utmost care in the use of school property and to make good on any damage or loss to MRSD property. In the event the renter requires excessive clean-up, set-up or breakdown, additional fees may be assessed.
2. For all events, except for SSO organizational meetings, a minimum \$1,000,000 insurance binder naming MRSD as an additional insured must be submitted to the Facility Use Coordinator prior to final approval.
3. All applicants must complete an indemnification form, which protects the Masconomet Regional School District, its citizens in the event of accident or injury while using Masconomet's fields.

For some events and activities, the MRSD may require the applicant to obtain comprehensive general insurance. Notice of this insurance requirement shall be provided with the notice of field assignment. When required, insurance coverage must:

- Include a minimum limit of \$1,000,000 Combined Limit for bodily injury and property damage.
- Name the Masconomet Regional School District, its officers, and employees as additional insured against any and all liability arising or resulting from your usage of said premises.

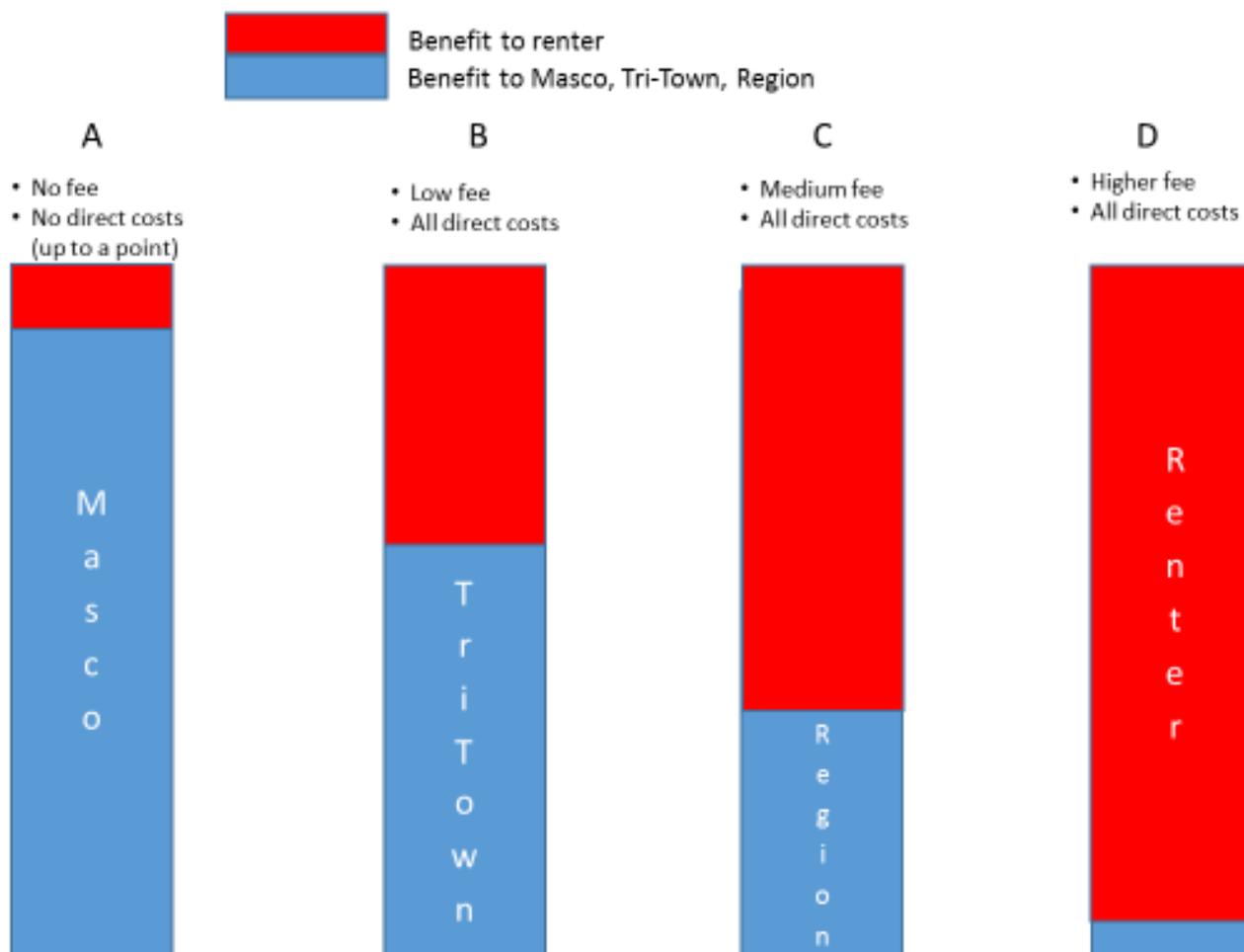




## Appendix B – FY20 Fee Schedule – Continued

The Masconomet Regional School Committee has developed a Facility Use Fee Framework to achieve a balance between the Committee’s obligation to properly care for and maintain Masconomet’s facilities and the Committee’s desire to share the facilities with the Tri Town residents who fund them.

The fees underlying this model are based on a review of market rates and past practices. A range of discounts is given based on how closely the organization’s use is tied to Masconomet and the Tri Town Community. Visual interpretations of this purpose-driven approach are shown [below.]



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DISCUSSION PURPOSES ONLY



## Appendix B – FY20 Fee Schedule – Continued

### BUILDING USE RATES

STANDARD HOURS OF OPERATIONS on WEEKENDS are from 7:00AM – 3:00PM. Any hours requested beyond our standard hours of operation may be assessed OVERTIME charges.

### BUILDING USE RATES

	Hourly Rate	(Discount: 100%)	(Discount: 90%)	(Discount: 50%)	
Gym	\$125.00	\$0.00	\$12.50	\$62.50	\$125.00
Classroom	\$75.00	\$0.00	\$7.50	\$37.50	\$75.00
Cafeteria	\$100.00		\$10.00	\$50.00	\$100.00
Computer Lab (*)	\$100.00	\$0.0	\$10.00	\$50.00	\$100.00
Field House	\$100.00	\$0.00	\$25.00	\$50.00	\$250.00
Auditorium (**)	\$250.00	\$0.00	\$23.00	\$115.00	\$230.00
Plus Direct Costs		All	All	All	All

Notes:

\* Technical Support (Lab) – An additional fee \$45 per hour for technical support in computer labs will be assessed if required.

\*\* Technical Support (Stage) – The listed Auditorium rate does NOT include a technician. If necessary, fees for additional technicians may be assessed.

Set-up and breakdown charges will be assessed for each use of the facilities based on the needs of group. Additional clean up fees will be charged if the space is not left in the same condition as upon arrival.

Instructors of private tutoring and music lessons arranged through Masconomet will be assessed \$50.00 per student per year per activity for use of the space.

**The Superintendent may review facilities use decisions as to the fairness of fees and/or requirements in the case of extraordinary circumstances. All decisions made by the Superintendent are final.**



## Appendix B – FY20 Fee Schedule – Continued

### FIELD RENTAL

#### **Masconomet Athletic and Facilities Departments**

The Masconomet Athletic & Facilities Departments welcome you to enjoy the Athletic fields and facilities throughout the MRSD grounds. The Facilities Use Coordinator schedules all field use. Final decisions for all Field rentals are a joint decision by the Athletic Director & Facilities Director. A copy of the facility use forms are available at the end of this document for your convenience. Please make certain to use the correct application when requesting an internal facility space or athletic field.

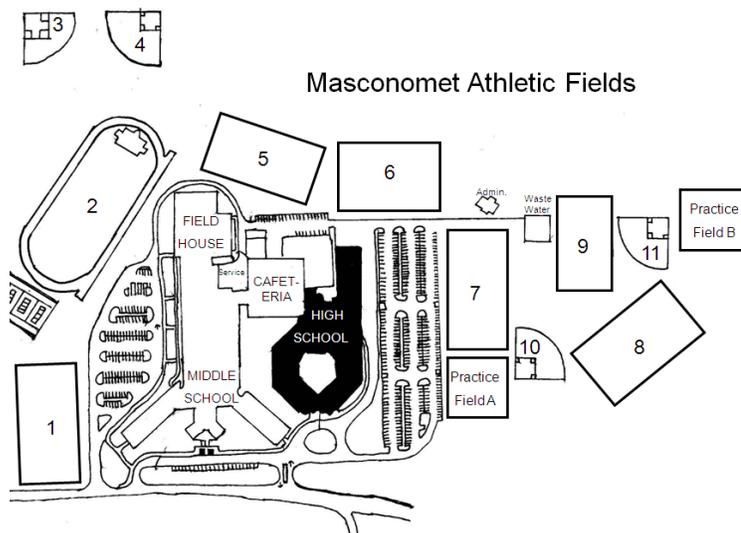
#### **Application for Athletic Field Reservations**

Anyone wishing to reserve a ball field or athletic field must do so by completing a Field Rental Application and sending this form to the attention of the Facility Use Coordinator at the address (below) or by sending via email to [ltowle@masconomet.org](mailto:ltowle@masconomet.org) with the subject line reading “Field Rental Request”. Application forms are available on our website at <https://www.masconomet.org/Page/543> LINK.

Completed applications may be mailed to:

*Masconomet Regional School District  
Attn: Facility Use Coordinator  
20 Endicott Road  
Boxford, MA 01921*

Applicants wishing to reserve any athletic field must be a professional organization, club, youth group, etc., and must be able to provide a copy of their own liability coverage. Applicants are not automatically renewed and must apply each year for space consideration. Time slots are not guaranteed from one year to the next.





## Appendix B – FY20 Fee Schedule – Continued

The Facilities Department maintains the tennis courts and all athletic fields. The following information is provided to assist organizations and residents to reserve, utilize, and respect the facilities and fields for organized sports or other recreational activities.

With increasing demands for the use of athletic fields and other facilities, the Masconomet Regional School District may not be able to accommodate every applicant. Therefore, the MRSD applies the following considerations in allocating field use:

- STANDARD HOURS OF OPERATIONS on WEEKENDS are from 7:00AM – 3:00PM. Any hours requested beyond our standard hours of operation may be assessed OVERTIME charges (vary with employee position needed).
- No athletic events may be scheduled during regular school hours.
- No athletic events or activities shall be scheduled which are likely to damage fields, irrigation systems or other MRSD resources.
- Athletic fields designed and maintained for sports activities shall be primarily used for their intended purpose during appropriate seasons. Activities such as walks, fairs and other events that are not dependent on athletic field facilities may not necessarily be scheduled on athletic fields during their primary season.

FIELD USE RATES

*2 hour minimum*

Hourly Rate	Column A (Discount: 100%)	Column B (Discount: 90%)	Column C (Discount: 50%)	Column D
\$85.00	0	\$8.50	\$42.50	\$85.00
Plus Direct Costs	All	All	All	All

- All assignments are tentative pending payment of appropriate fees and documentation of necessary insurance or other required information as applicable.
- Some uses may require that the applicant obtain a Certificate of Insurance, police officers or other security services to ensure public safety. These requirements will be noted on the field assignment notice.
- Full payment and proof of insurance (as necessary) must be received at least ten (10) business days prior to the event or activity.



## *Appendix B – FY20 Fee Schedule – Continued*

- Applicants should not distribute publicity or invitations regarding field activities prior to rental confirmation.

**The Superintendent may review facilities use decisions as to the fairness of fees and/or requirements in the case of extraordinary circumstances. All decisions made by the Superintendent are final.**

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### **Cancellations and Refunds by Masconomet Regional School District (MRSD)**

MRSD reserves the right to cancel any use of facilities and/or equipment in emergency situations or when deemed necessary for public safety or facility protection. In such cases, the MRSD may provide a full refund of all payments or provide an opportunity for future field use. Every effort will be made to notify the renter of a necessary cancellation at the earliest possible date.

MRSD's cancellation policy has been developed to discourage the last-minute cancellation of events. Our goal is to offer low-cost sports field use for organized groups and individuals. If a cancellation is received on short notice, the agency's ability to make the field available to other users is severely limited. The cancellation/refund policy is therefore structured to offer the greatest refund in instances where the MRSD has the highest probability of re-renting the field.

- Cancellation of single day field rentals must be made a minimum of 7 days in advance to receive a refund of daily reservation fees.
- It is the applicant's responsibility to provide written notification of cancellations to the Facility Use Coordinator by email. The MRSD will not be held responsible for cancellations made by telephone. Cancellations will only be accepted from the applicant (the person who signed the reservation application) not from anyone else acting on their behalf. This policy is designed to prevent the unauthorized cancellation of an event.
- **Refunds will not be issued for inclement weather.** However, the MRSD will attempt to accommodate makeup dates during or toward the end of the season.

### **Field Cleanliness**

All field users share in the responsibility to help keep our fields clean and safe by requiring that players, fans and coaches place all trash in barrels. If you find that your field is consistently littered by another group, please report concerns to the Director of Operations at 978-887-2323.

Repeated complaints regarding a particular group may result in field use cancellation and/or denial of field use.



## *Appendix B – FY20 Fee Schedule – Continued*

### **Rain Days or Wet Fields**

On rainy days, we ask that all user groups consider the field conditions! If you believe that having a group on the field may damage the field, a decision to cancel and reschedule is not only wise but encouraged. The District may cancel events at any time due to weather-related conditions.

### **Restrooms**

Please note, we have restrooms available within the building, however if you are renting a field outside of normal school hours, you may wish to rent portable restrooms depending on the expected number of participants and type of event. Use of surrounding areas as a substitute for a restroom is strictly prohibited.

**Facility Rental**



## Appendix B – FY20 Fee Schedule – Continued

<b>Event/Program</b>	<b>Measure</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Parking	annual	\$100	\$100	\$100	\$100	\$100
Music/Tutoring Lesson Registra	per year	\$50	\$50	\$50	\$50	\$50
Summer School	per course	\$385	\$385	\$385	\$385	\$385
Math Summer Camp	per course	\$125	\$125	\$125	\$125	\$125
AP Testing	per test	\$90	<b>Determined by the College Board</b>			
Transcript Fee - Mailed	per request	\$7	\$7	\$7	\$7	\$7
Transcript Fee - Picked up	per request	\$2	\$2	\$2	\$2	\$2
Transcript Fee - Portfolio	per request	\$15	\$15	\$15	\$15	\$15

### Meal prices

Student Lunch	per meal	2.50-3.50	2.50-3.50	2.50-3.50	2.50-3.50	3.00-4.00
Student Breakfast	per meal	NA	NA	NA	\$2.25	\$2.25
Adult (excluding tax)	per meal	\$3.75	\$3.75	\$3.75	\$3.75	\$4.25

<b>Facility Fees for 100% Tri-Town Residents*(B)</b>		<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Auditorium	per hour	\$70	\$75	\$75	\$23	\$23
Field house	per hour	\$50	\$60	\$60	\$25	\$25
Gymnasium	per hour	\$35	\$40	\$40	\$12.50	\$12.50
Cafeteria Dining Room	per hour	\$45	\$50	\$50	\$10	\$10
Classroom	per hour	\$35	\$40	\$40	\$7.50	\$7.50
Computer Lab	per hour	\$45	\$50	\$50	\$10	\$10
All other Fields	per hour	\$70	\$70	\$70	\$8.50	\$8.50

<b>Facility Fees for Regional*(C)</b>		<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Auditorium	per hour	NA	NA	NA	\$115	\$115
Field house	per hour	NA	NA	NA	\$50	\$50
Gymnasium	per hour	NA	NA	NA	\$62.50	\$62.50
Cafeteria Dining Room	per hour	NA	NA	NA	\$50	\$50
Classroom	per hour	NA	NA	NA	\$37.50	\$37.50
Computer Lab	per hour	NA	NA	NA	\$50	\$50
All other Fields	per hour	NA	NA	NA	\$42.50	\$42.50

<b>Facility Fees for all other groups*(D)</b>		<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Auditorium	per hour	\$230	\$230	\$230	\$230	\$230
Field house	per hour	\$250	\$250	\$250	\$250	\$250
Gymnasium	per hour	\$125	\$125	\$125	\$125	\$125
Cafeteria Dining Room	per hour	\$100	\$100	\$100	\$100	\$100
Classroom	per hour	\$75	\$75	\$75	\$75	\$75
Computer Lab	per hour	\$100	\$100	\$100	\$100	\$100
All other Fields	per hour	\$85	\$85	\$85	\$85	\$85

<b>Facility Fees for Technicians*</b>		<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Multi Purpose Facility Techn	per hour	\$35	\$35	\$35	\$45	\$45
Computer Technician	per hour	\$30-63	\$30-63	\$30-63	\$45	\$45
Auditorium Technician	per hour	\$31	\$31	\$31	\$45	\$45

\*The rates do not include set-up and breakdown charges.



## Appendix B – FY20 Fee Schedule – Continued

### Athletics Fee History

	FY16	FY 17	FY 18	FY 19	FY 20
Baseball	\$400	\$500	\$500	\$500	\$600
Basketball	\$550	\$600	\$600	\$600	\$700
Cheerleading	\$400	\$450	\$450	\$450	\$500
Cross Country Track	\$250	\$250	\$250	\$250	\$350
Field Hockey	\$400	\$450	\$450	\$450	\$500
Football	\$550	\$550	\$550	\$550	\$650
Golf	\$400	\$500	\$500	\$500	\$550
Gymnastics	\$550	\$550	\$550	\$550	\$600
Ice Hockey	\$950	\$950	\$950	\$950	\$1,050
Indoor Track (Winter)	\$250	\$350	\$350	\$350	\$350
Lacrosse	\$400	\$400	\$400	\$400	\$500
Ski Team*	\$250	\$250	\$250	\$250	\$300
Soccer	\$400	\$400	\$400	\$400	\$500
Softball	\$400	\$500	\$500	\$500	\$550
Swim Team	\$400	\$400	\$400	\$400	\$400
Tennis	\$400	\$450	\$450	\$450	\$500
Track & Field	\$250	\$250	\$250	\$250	\$300
Volleyball	\$550	\$550	\$550	\$550	\$650
Wrestling	\$550	\$550	\$550	\$550	\$650

### HS Co-Curricular Activities

American Sign Language	\$65	\$65	\$65	\$65	\$65
Best Buddies	\$65	\$65	\$65	\$65	\$65
Chinese	\$65	\$65	\$65	\$65	\$65
Drama/Movie Festival	\$200	\$100	\$100	\$100	\$100
Drama/Fall Production	\$200	\$100	\$100	\$100	\$100
Drama/Winter Production	\$200	\$100	\$100	\$100	\$100
Environmental	\$65	\$65	\$65	\$65	\$65
Exit 51 - Literary Magazine	\$65	\$65	\$65	\$65	\$65
French	\$65	\$65	\$65	\$65	\$65
Future Bus. Leaders of America	\$65	\$65	\$65	\$65	\$65
Global Initiative Vol. (GIV)	\$65	\$65	\$65	\$65	\$65
Habitat for Humanity	\$100	\$100	\$100	\$100	\$100
Math Team	\$100	\$100	\$100	\$100	\$100
Model UN*	\$100	\$100	\$100	\$100	\$100
Photography	\$65	\$65	\$65	\$65	\$65
Science Team	\$100	\$100	\$100	\$100	\$100
Spanish	\$65	\$65	\$65	\$65	\$65
Ultimate Frisbee	\$100	\$100	\$100	\$100	\$100
WBMT	\$100	\$100	\$100	\$100	\$100
Women & Gender Studies	NA	\$65	\$65	\$65	\$65
Skating Club	NA	NA	NA	NA	\$100
Psychology Club	NA	NA	NA	NA	\$65

### MS Co-Curricular Fees

Drama/ Spring Production	\$65	\$100	\$100	\$100	\$100
Masco Excels	\$65	\$65	\$65	\$65	\$65
Math Team	\$65	\$65	\$65	\$65	\$65
Newspaper	\$65	\$65	\$65	\$65	\$65
STEM **	\$100	\$100	\$100	\$100	\$100
Yearbook	\$65	\$65	\$65	\$65	\$65

\*Additional costs for lift tickets (Ski Team)/ travel (Model UN) beyond the registration fee will be charged.

\*\* Previously; Future Problem Solvers, and before that; Destination Imagination