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Reference: *Education Code Sections 82537; 82542*  
*Title 5 Section 59601 et seq.*

Use of District facilities shall be granted as provided by law. The Chancellor shall establish procedures regarding the use of district property, including, but not limited to, facilities and equipment, by community groups, outside contractors, and others.

The administrative procedure shall reflect the requirements of applicable law including Education Code Section 82537 regarding Civic Centers. The administrative procedure shall include reasonable rules regarding the time, place and manner of use of district facilities. They shall assure that persons or organizations using district property are charged such fees as are authorized by law. Public use of district property shall not interfere with scheduled instructional programs or other activities of the district on behalf of the students.

No group or organization may use district property to unlawfully discriminate on the basis of race, color, religion, ancestry, national origin, military or veteran status, disability, gender, gender identity, gender expression, or sexual orientation, or the perception that a person has one or more of the foregoing characteristics, or because a person associates with a person or group with one or more of these actual or perceived characteristics, or on any basis prohibited by law.

Use of the district's facilities will be only for the purposes described by the California Legislature in Education Code Section 82537. These purposes include use by associations "formed for recreational, educational, political, economic, artistic, or moral activities of the public school districts" in order to "engage in supervised recreational activities" or "meet and discuss, from time to time, as they may desire, any subjects and questions which in their judgment appertain to the educational, political, economic, artistic, an moral interests of the citizens of the communities in which they reside" (Education Code Section 82537(a)). In granting permission to use the facilities, the District will not discriminate on the basis of viewpoint with regard to organizations engaging in expressive activities on the topics and subject matters articulated above.

Fees collected will be deposited as follows:

- 20% of the fee received will be deposited to the college facility use revenue account for college discretionary use for facilities.
- 80% of the fee received will be deposited to a restricted use account established by the fiscal services department for districtwide facility repair and equipment needs.

The total fees collected will be deposited to the following accounts:

District Facility	General Fund Account (20%)	General Fund Restricted (GFR) 41 – Facility & Equipment (80%)
District Office	11-000-000000-48851-100	41-232-651000-48851-100
West Hills College Coalinga	11-000-000000-48851-110	41-232-651000-48851-100
West Hills College Lemoore	11-000-000000-48851-220	41-232-651000-48851-100

See Administrative Procedure 6700