MSD: High School Gymnasium, Auditorium, and Special Area Scheduling Priority

High school gymnasiums and auditoriums should generally be used first for high school events, second for other school events, and third for community uses. When possible, high schools should schedule school events in advance so other groups have a reasonable opportunity to request facility use.

High school gymnasiums and auditoriums should be used primarily for large events where their unique features can be used to advantage. Events that do not require large audience capacity, or that create an unusually high potential for wear and tear on the main floor, should ordinarily be scheduled in other available venues, such as auxiliary gyms or smaller spaces. Smaller sections, such as dance rooms, wrestling rooms, or other special-use areas, may be approved when appropriate under building procedures.

Use of school athletic equipment, stage equipment, lighting, sound systems, kitchens, cafeterias, or other specialized equipment requires prior approval by the principal or designee and may require additional personnel, supervision, training, deposits, or fees.

Source: MSD Policy 2020, approved 2024.