
SCHOOL DISTRICT NO. 36 (SURREY)

No. 10410

POLICY: DISTRICT THEATRES - OPERATION & USE

1. SCOPE

- 1.1 This policy applies to live performance theatres with a seating capacity of 600 or more.

2. PHILOSOPHY

- 2.1 The Board believes a district theatre exists for the purpose of providing learning opportunities, live entertainment facilities and seminar/meeting space for the school in which it is situated, as well as the school district, and as a whole, the citizens of Surrey, White Rock and surrounding communities.
- 2.2 The Board believes a district theatre can also provide valuable career experience opportunities for students, as well as others in the community.
- 2.3 The Board believes a district theatre should be operated, used and managed in a fiscally sound and accountable manner.

3. AUTHORITY

- 3.1 The Board assigns the responsibility and authority for the operation, administration, use and management of district theatres to the Secretary-Treasurer.

4. PRINCIPLES

- 4.1 When a district theatre is adjacent to or shares a site with a school, effective working relationships will be maintained between the theatre's administration and the school's administration. Every effort will be taken to ensure that, during school hours, the theatre is utilized in a manner which will not conflict with school programs and activities.

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- 4.2 District theatres will consider the educational needs of the schools in which they are situated, the educational needs of other schools in the district, district sponsored programs, and the administrative needs of the district.
- 4.3 Program details and/or scripts may be requested prior to granting rental of a theatre to ensure that the use and programming are consistent with the public interest.
- 4.4 Bookings by users from the school district are further governed by Board Policy #8620 - *Student Creative Works and Performances* and related regulations.
- 4.5 A district theatre will be made available to internal users at a reduced charge defined by regulation.
- 4.6 Bookings will not be cancelled to accommodate internal or external users.
- 4.7 The sale and consumption of alcoholic beverages is permitted on the premises provided a liquor license is obtained and the event occurs at a time the school is not in session.

5. OPERATIONS

- 5.1 District theatres are expected to operate on a cost recovery basis and be reported as part of the annual operating budget.
- 5.2 Rental rates for a district theatre will be set to reflect rates charged by comparable theatres in the Greater Vancouver Regional District.
- 5.3 Rental bookings paid in full will be price protected.
- 5.4 Rental bookings will be taken up to five (5) years in advance.
- 5.5 Prepaid rentals, leases, and prepaid leases may be accepted up to ten (10) years in advance.

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5.6 A district theatre capital improvement account will be established to operate in a manner defined by regulation.

6. REPORTING

6.1 The Secretary-Treasurer shall report annually to the Board on the finances and usage of district theatres.

Adopted: 2001-06-28
