HUMAN RESOURCES

Salary Schedules and Guidelines

Payment of Personnel Supporting Community Use of School Facilities

This policy supersedes Policy 4630.5.

I. PURPOSE

To provide for the payment of personnel whose services are required during community use of school facilities.

II. SUMMARY OF CHANGES SINCE LAST PUBLICATION

- A Philosophy section has been added.
- A Responsibilities section has been added.
- A legal reference has been added.

III. PHILOSOPHY

The School Board recognizes that, because FCPS Personnel are required to be in attendance and provide services when school facilities are being used for community use, a charge is necessary to cover the cost of the personnel.

IV. RESPONSIBILITIES

Site-based managers determine the necessary staffing allocations required for various community events. Human Resources determines the rates of pay.

V. PAYMENT OF PERSONNEL

A. Rates of pay for performance of certain responsibilities shall be established annually by the Department of Human Resources staff.

B. Fees shall be charged to the user for payment of required personnel.

Legal Reference:

Code of Virginia, Section 22.1-131

Policy adopted:	July 1, 1986
Revised:	April 28, 1994
Revised:	January 28, 1999
Reviewed:	October 10, 2003
Reviewed:	January 27, 2009
Reviewed:	February 6, 2014
Reviewed:	September 26, 2019
Revised:	February 26, 2026

FAIRFAX COUNTY SCHOOL BOARD