



Carbondale Community High School District 165

Administrative Center

330 South Giant City Road, Carbondale, IL 62902

Website <http://www.cchs165.jacksn.k12.il.us>

Telephone (618) 457-4722 • Facsimile (618) 457-3353

Excellence in Education since 1923

August 20, 2026

Administration

Dr. Daniel Booth
Superintendent

Mrs. Lauren C. Hannick
Chief School Business Official

Board of Education

Mrs. Julie Womick VanWinkle
President

Mr. Christopher E. Swims
Vice President

Mrs. Wendell Pohlman
Secretary

Dr. Linda Flowers
Member

Dr. Paul Frazier
Member

Dr. Lana Galan
Member

Mrs. Neophansya Robinson
Member

Dear Community Partner,

Over the last several years, Carbondale Community High School has graciously offered the use of its facilities to many organizations, both within and outside our community, at little or no cost. Over the past year, facility use has increased significantly, and with that increased use has come greater wear and tear on our buildings and grounds. In many cases, the use of our facilities has also resulted in additional maintenance and custodial work on a daily and weekly basis. During the last fiscal year, the school district spent more than \$100,000 on the upkeep of the gymnasium, turf fields, and parking lots. Contractors noted increased wear in each of these areas as they completed maintenance work.

Due to these factors, we have decided to strengthen our standards for facility use beginning with the 2026–2027 school year. One major change will be the discontinuation of the use of our gymnasium and turf facilities as a home base for AAU and club team practices for no cost.

We recognize and appreciate the many local club and AAU organizations that have provided valuable athletic, recreational, and developmental opportunities for students in our community. These organizations have played an important role in helping young people build skills, relationships, and a lifelong commitment to teamwork and healthy competition. We are grateful for their contributions and partnership over the years.

However, as stewards of district facilities and taxpayer resources, we must ensure that our facility use practices prioritize the educational mission of the district and the needs of our students and community.

Moving forward, our primary focus will be on supporting school-based activities and programs that directly benefit the students and feeder-school students at Carbondale Community High School. In general, the use of CCHS facilities by organizations that primarily serve students outside the Carbondale community creates a financial burden on local taxpayers that cannot be justified and future use will need to, at the very least, cover the cost of the use of the space.



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To provide clarity regarding future facility use, the district has established the following guidelines:

Community Use of Facilities

Mrs. Lauren C. Hannick
Chief School Business Official

Carbondale Community High School believes its facilities are community assets and should be available for public use when not needed for school-sponsored curricular or extracurricular activities. The Board of Education encourages responsible community use that supports lifelong learning and community engagement, provided such use complies with Board policy and administrative procedures.

Board of Education

Mrs. Julie Womick VanWinkle
President

The Board also believes that community use of school facilities should not create a financial burden for district taxpayers. Therefore, fees may be charged to recover costs associated with maintenance, utilities, staffing, and operations.

Mr. Christopher E. Swims
Vice President

Mrs. Wendell Pohlman
Secretary

Dr. Linda Flowers
Member

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Member

Schools play an important role in the intellectual, recreational, and social life of the community. The Board encourages municipal recreation departments, civic organizations, nonprofit groups, and service organizations within the district to use school facilities when available and for purposes consistent with Board policies.

Organizations using school facilities are encouraged to make participation available to all district residents and must comply with all applicable anti-discrimination laws.

Mrs. Neophansya Robinson
Member

The Board generally discourages facility use by individuals or organizations whose primary purpose is personal profit.

Facility Use Requirements

- Requests for facility use must comply with Board policy and administrative procedures.
- All users must follow district facility use regulations.
- District facilities may be used only for the purposes identified in the approved Facility Use Request. Unauthorized use or deviation from the approved purpose may result in denial of future facility use privileges.



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- Use of district facilities must not cause excessive wear, damage, or depreciation to district facilities or equipment.
- District employees (and family members with supervision) may use available facilities for exercise and recreational purposes, with appropriate supervision, provided the space is not being used by a school team and is not reserved for a scheduled rental.
- Outside groups must submit a facility use request, liability insurance, and be subject to fees to use spaces at CCHS. Use of the facility without a reservation will disqualify groups from future use of the space.

Fees

Facility rental fees may be assessed to recover district costs associated with facility use.

Certain organizations, including district-sponsored groups and community service organizations, may be exempt from some or all fees. For-profit organizations and groups that primarily serve individuals outside the Carbondale community will be required to pay applicable rental fees.

Users will receive an estimate of associated costs after their reservation and facility use agreement have been approved

Priority of Use

Priority for facility use will be given to organizations and activities that are:

1. District-based
2. Carbondale community student-centered
3. Nonprofit in nature
4. For profit in nature

District Authority

The district reserves the right to deny any facility use request or terminate any facility use agreement at any time, with or without cause. In such cases, users shall have no claim for damages, reimbursement, or compensation for any resulting loss or expense.

Facility use may be denied or canceled for reasons including, but not limited to, building maintenance needs, operational requirements, security concerns, weather conditions, lack of staff availability, or failure to pay previous charges in full.

-CCHS Board of Education and Administration