

14. How do I book a PRSD meeting room or facility?

PRSD has an online Facility Request system:

<https://www.pinerichland.org/Page/6648>

The link to access the system is found under the heading “Application Process for Requesting Space”. Read the instructions and proceed.

Class Descriptions:

- **Class I:** Interscholastic athletic teams (as defined under [Board Policy No. 123](#)) and student groups, clubs, and other extracurricular activities (as defined under Board Policy No. 122) that are sponsored and approved by the Pine-Richland School District and its Board of School Directors. The term Class I shall also include Board-recognized parent-teacher organizations or associations (PTO/PTA) that are affiliated with individual schools in the district.
- **Class II:** Organizations which meet at least one (1) of the following criteria:
 - A. The organization constitutes an athletic program, team or other activity that receives funding from the Pine-Richland School District to offset a portion of its expenses.
 - B. The organization constitutes a district-recognized booster organization that directly supports either (i) a Class I team, group or activity; or (ii) a partially-funded team, program or activity as defined in subsection (A) directly above.
 - C. The organization constitutes a 501(c)(3) non-profit corporation or an unincorporated not-for-profit community-based group/organization that provides artistic, cultural, recreational, athletic or educational programs and/or activities to and for the benefit of residents of the Township of Pine and/or Richland Township. In order to qualify for Class II status under this provision, the group or organization must provide evidence demonstrating that at least seventy-five percent (75%) of its active membership and/or participants are comprised of residents of the Township of Pine and/or Richland Township.

(excerpt from the PRSD website)