



Member Districts

Beechwood Independent ▪ Bellevue Independent ▪ Boone County ▪ Bracken County
Campbell County ▪ Covington Independent ▪ Dayton Independent ▪ Erlanger-Elsmere Independent
Fort Thomas Independent ▪ Ludlow Independent ▪ Newport Independent
Northern Kentucky University ▪ Pendleton County ▪ Silver Grove Independent
Southgate Independent ▪ Walton-Verona Independent ▪ Williamstown Independent

April 12, 2017

Dear Board of Directors,

This spring an outside organization inquired in using our soccer field for practice, in the past we have granted usage for \$50.00 per season. Recently, I have done some research and contacted two schools within our region to see what contract and pricing they are using.

FACILITIES & FIELD USAGE	INSURANCE	FIELDS	ROOMS / BUILDING	INDEMNIFY CLAUSE
Pendleton County Schools	Lessee must provide a certificate of liability insurance before the event, "shall contain limits of \$1,000,000 for bodily injury and \$10,000 for property damage. Naming the Board as additional insured under the policy for the activity	No Field Rental	\$50 per day for room usage in school building	Yes
Campbell County Schools	Liability policy underlining the portion that applies to coverage when the facility is in use and letter from their insurance agent.	\$100 per event/game	\$75.00 per hour for room usage in school building	Yes
NKCES	"If the non-school related activity sponsored by the community group involves admission or is designated as a high-risk activity by the Executive Director or designee, the community group shall provide a certificate of liability insurance naming the board as additional insured under the policy for the activity."	\$50.00 per season	currently there is not anything in our contract for room rental	It is named "Liability- the Board shall require the renting organization to assume all liability for injury to individuals by reason of the lease of Board property and that the organization indemnify and save harmless the Board from any loss or damage thereby.

NKCES seems to be in-line with liability (indemnity clause). Our insurance requirement according to Crawford is sufficient, as you can see above, but they have suggested NKCES ask to be listed as an additional insured on the requesting organization policy. However, if the requesting organization does not wish to proceed with this insurance option, the liability coverage with the indemnity clause would suffice. After reviewing the research from the two schools, it appears we are lacking in regards to our fee, Pendleton County does not lease out their fields and Campbell County leases their fields at a rate of \$100 per event/game.

We would like to make a recommendation that we follow suit with the same type of format as our districts. If NKCES were to choose to rent out the field to an outside organization, changing the fee structure from \$50 per season to \$25 per use.

Please advise on your decision and we will update the Field Usage contract and contact the outside organization with the update information.

Northern Kentucky Cooperative for Education Services
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