

FLOYD COUNTY BOARD OF EDUCATION Danny Adkins, Superintendent 106 North Front Avenue Prestonsburg, Kentucky 41653 Telephone (606) 886-2354 Fax (606) 886-4550 www.floyd.kyschools.us

Sherry Robinson- Chair - District 5 Dr. Chandra Varia, Vice-Chair - District 2 Linda C. Gearheart, Member - District 1 William Newsome, Jr., Member - District 3 Rhonda Meade, Member - District 4

Issue Paper

Date: July 6, 2018

<u>Action/Discussion Item:</u> Approve Prestonsburg Elementary School PTA to fundraise for and provide materials and financial support for Prestonsburg Elementary School during the 2018-19 School Year and use PES' facilities as needed for this request.

<u>Applicable Statutes or Regulation:</u> Kentucky Administrative Regulation <u>702 KAR:3:130</u>. Board Policy 05.31 – Application and Agreement for Use of District Property.

<u>Issue:</u> Kentucky Administrative Regulation <u>702 KAR:3:130</u> requires the local Board of Education to recognize and approve outside agencies before allowing fundraising and acceptance of items to take place. Board Policy also states that outside agencies must have a facility use agreement approved by the Board of Education.

<u>Background:</u> Prestonsburg Elementary School has been a long standing organization helping the students and staff of Prestonsburg Elementary to supplement all programs. Attached with the issue paper are the officers (2018-19), facility use agreement and Certificate of Liability Insurance.

Budget/Financial Issues: No impact for the District.

Alternative: Not approve PES PTA to help supplement programs.

<u>Recommended Action:</u> Recommend the approval of the issue paper allowing the Prestonsburg Elementary PTA to fundraise for as well as provide materials and financial support for Prestonsburg Elementary School and its' programs for the 2018-19 School Year.

Rationale: Continue our partnership with this agency.

Contact Per n: Brent Rose - 606-886-3891

Brent Ros

PES Principal

Director

V

PRESTONSBURG ELEMENTARY PTA

Proposed Fundraisers and Events 2018/2019

Candleberry Candle

Popcornopolis

World's Finest Chocolate

School Dances

Literacy Night

Concessions

PTA basketball and Cheer

Fall Festivities

Winter Festivities

Spring Festivities

Movie Nights

Fun Run

Book Fairs

Membership Drive

Penny's for the Playground

Spirit Gear

Photobooth

Membership Drive

Family Advocacy Events

Flower Sales

SCHOOL FACILITIES 05.31 AP.21

Application and Agreement for Use of District Property

NOTE: Please complete this form in duplicate and submit both copies to the Central Office designee for approval. If the application is approved, one (1) copy of the signed agreement will be returned to the using organization along with a contract prepared by the Board attorney. The contract shall be signed by the designated representative of the using organization and returned to the Central Office designee. If the application is not approved, both copies will be returned.

Name of Sponsoring Organization/Activity Prestansbury Elem PTA Telephone 374-3 791
Representative's Name Jessica / affects
Address 362 Half Lane Prestonsburg, KY 41653
The above organization/individual requests the use of:
auditorium 🕱 gymnasium 🕽 dining room/kitchen 🗖 stadium
classroom(s) As needed
Is the organization planning to use District-owned equipment? X YES I NO
If yes, specify equipment Operator's Name
Is the organization planning to conduct sales on school premises? 💢 YES 🗖 NO
If yes, give a complete description of what is being sold and how the proceeds will be used
items, t-shirts, cundles and other activities.
Building/school/facility Prestons burg Elementary
Purpose Supplement materials & activities for the Kids of PES.
Date(s) requested 8 1 18 - 6 30 19 Time(s) Requested TV3 A
Will public be admitted? XYES NO
Will advertisement(s) be used?
Will admission be charged? XYES NO (Dances etc.)

When using school facilities, this organization agrees to observe the following:

- 1. To schedule with the building Principal the time(s) District property is to be used. It is understood that the Superintendent/designee may cancel the use of the room or building at any time such use interferes with regular school activities.
- 2. To be legally responsible for any and all damage to individuals and school equipment, building(s), grounds, or facilities, resulting from use by the organization. To this end, the organization will procure sufficient liability insurance to indemnify the Board, school officers and employees for any injuries or property damage which might occur during the organization's use of the facilities. This insurance shall contain limits of \$1,000,000 for bodily injury and \$10,000 for property damage. A copy of the organization's insurance certificate shall be filed with the Board prior to the date the organization uses the building. 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.
- To provide appropriate equipment for the use of District property. When gymnasiums are used, the
 organization agrees to permit on the gym floor only those persons wearing shoes that will not mark the
 floor.
- 4. To abide by the requirements of Board Policies 05.3 and 05.31 (see attached). Disregard of the rules and regulations governing the use of the school buildings, equipment and facilities shall result in the refusal of the Board to grant the offending organization further use.
- 5. To acknowledge that approval of this request does not signify District sponsorship, endorsement or approval of your organization or the activity.

Application and Agreement for Use of District Property

FEE SCHEDULE

The organization agrees to pay the applicable fee(s) for the use of District facilities.

	# of Employees Required	# of Hours	Hourly Rate (Overtime at 1.5 times)	Total
Custodians	NIA			
Food Service Employees	N/A			
Supervisory Personnel	NIA			***************************************
Other				
		TC	OTAL PERSONNEL CHARGE	

Property Used	Facility/ Equipment Fee	Personnel Cost, if applicable	Insurance cost, if applicable	Total Cost for Facility Use
Gymnasium at <u>Prestonsburg Elem</u> school	NA		-	
Auditorium				
a1school				
Cafeteria Dining Room Kitchen Both at <u>leethasbury Elem</u> school	N/A			
Classroom(s) Number school	NA			-
Stadium				
atschool		-		
Other Property				
atschool				

Signature - Representative of User Group	7/10/30/8 Dake
Signature - Superintendent/designee	Date

IN THE EVENT SCHOOL IS CLOSED DUE TO WEATHER CONDITIONS, ALL SCHLDULED ACTIVITIES, WITH THE EXCEPTION OF DINNER MEETINGS, WILL BE CANCELED AND OPPORTUNITY TO RESCHEDULE OR REFUND RENTAL FEI(S) WILL BE MADE.



PES PTA 140 S Clark Dr Prestonsburg, KY 41653

Specialty Insurance Products

Insurance Policy Number: NPTA00025894

Tel. (800) 364-2433
Email support@rvnuccio.com
Online rvnuccio.com

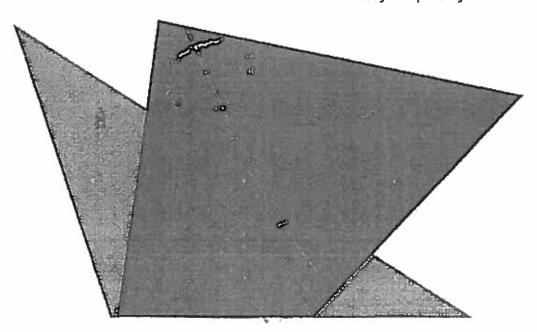
Office 10148 Riverside Drive Toluca Lake, CA 91602

Your **Insurance** Policy

What's included:

- ✓ Your Certificate(s) of Insurance
- ✓ A copy of your Application
- ✓ Your Memorandum
- ✓ Your Coverages
- ✓ Your Quote Letter

Thank you for choosing R.V. Nuccio & Associates Insurance Brokers, Inc. — We look forward to helping with your specialty insurance needs.



POLICY NUMBER: XPK80978518 EFFECTIVE DATES: 12/2/2017 to12/2/2018

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	
Floyd County BOE	
106 N Front St	
Prestonsburg ,KY 41653	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

Section II — Who Is An insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to itability for "bodily Injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations; or
- B. In connection with your premises owned by or rented to you.



CERTIFICATE OF LIABILITY INSURANCE

DATE (NIK/DOMYYY) 11/28/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must be endorsed. If SUBROGATION IS WAIVED, subject to

PRODUCER			CONT	Joan (Gibson			
Hali & Clark insurance			PHONE 606-886-2318 GAT, No. : 606-886-2351					
132 S. Lake Dr # 101			Approx joan@hallclark.com					
Prestonsburg , KY 41653					SURERIEI AFFO	RDWG COVERAGE		NAICE
			MSUR			surance Company	_	21873
MSURED		The same of the sa	POST/R			urance Company		66869
PES PTA			Desur					
140 S Clark Dr			IMBUR					
Prestonsburg , KY 41653			INSURER E :					
			POSURA	7 P P P P P P P P P P P P P P P P P P P				
		TE NUMBER:				REVISION NUMBER	lt.	
THIS IS TO CERTIFY THAT THE POLICIES INDICATED. NOTWITHSTANDING ANY RECERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	EQUIREI PERTAI POLICIE	MENT, TERM OR CONDITION N, THE INSURANCE AFFORDI EȘ, LIMITS SHOWN MAY HAVE	OF AN	Y CONTRACT THE POLICIE REDUCED BY	'OR OTHER : S DESCRIBEI PAID CLAIMS	DOCUMENT WITH RES	OCCUPATION OF	MILITARY THE
TYPE OF MEURANCE	ADDI BU BASR W	1/21 POLICY MUMBER		MANDOTTYY]	POLICY EXP	Ĺ	HOTS	
A GENERAL LIABILITY		XPK80978518		12/2/2017	12/2/2018	EACH OCCURRENCE	\$	1,000,00
COMMERCIAL GENERAL LIABILITY		NPTA00025894				DAMAGE TO RENTED PREMISES (Es scourance)	\$	1,000,00
CLAIMS-MADE OCCUR						MED EXP (Anythre person)	8	10,00
						PERSONAL & ADV INJURY	\$	1,000,00
						GENERAL AGGREGATE	8	2,000,00
GENT AGGREGATE UNIT APPLIES PER:		İ				PRODUCTS - COMP/OP AC	3G \$	2,000,00
POLICY PRO- LOC							\$	
AUTOMOBILE LIABILITY		XPK80978518		12/2/2017	12/2/2018	COMBINED SINGLE LIMIT (Fe existent)	_ s	1,000,00
ANY AUTO		NPTA00025894				BODELY CLIURY (Per person	3 6	
ALLOWNED ALTOS HIRED ALTOS ALTOS ALTOS ALTOS ALTOS ALTOS		111 1700023087	- 1			BODRLY INJURY (Fer accide	a ()n	
HIRED AUTOS WINOS		1	- 1			PROPERTY DAMAGE (Per possional)	\$	
							8	
IMBRELLA LIAB OCCUR			- 1			EACH OCCURRENCE	8	
EXCESS LIAB . CLAINS-MADE		1		ľ	-{	AGGREGATE	\$	104
DED RETENTIONS								
AND EMPLOYERS, CARRELLA ALM						WC STATU-	B-I	
	N/A			- 1		EL EACH ACCIDENT	8	
(Mendahory, to MH)		i	- 1			EL DOEASE EX ENPLOY	ee š_	
Ryes, describe under DESCRIPTION OF OPERATIONS below						EL DISEASE - POLICY LIM	т \$	
						F. C.	4.1	.6
1 1	Į			1	- 1			
					ľ			
ESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLE	a (Albed	n ACC/RD 191, Additional Ramerica Sc	Audula, I	lf avore apace le :	oquired)			
ERTIFICATE HOLDER			ANCE	LLATION				
1-			THE	EXPERATION	DATE THE	ICREED POLICIES BE 150F, NOTICE WILL PROVISIONS.		
		1		ZED REPRESENT		Zount V. Juis		
		F	Robe	rt V. Nucci	io - F	success or Tours		



Applicant Information

Type of PTA

PTA Name

Website

School Name

School Address

School City

School State

School Zip

Contact First Name

Contact Last Name

Contact Phone

Contact Email

is the applicant's mailing address the same as the school address indicated above?

PTA Local School Unit

PES PTA

Prestonsburg Elementary

140 S Clark Dr

Prestonsburg

41653

Miranda Bradford

606-791-0244

bradfordmiranda85@yahoo.com

Yes

Coverages

Effective Date

Liability Plus

Bonding Plus

I understand and agree that no coverage will be provided unless we install and maintain the required accounting procedures at inception and throughout the coverage period.

Directors and Officers Plus

Accident Medical Plus

Property Plus

Do you understand and agree that if you select the Mail-In Check payment option, the effective date will be the date payment is processed by R.V. Nuccio & Associates or the requested effective date, whichever is later?

I understand and agree that the underwriter retains the right to review the application for accuracy, and that the policy will not provide any insurance coverage if any application information is falsely reported, falsely stated, incorrectly selected, stated, misreported, misrepresented, misstated or wrongly stated, whether or not intentional. I understand and agree that by entering my name below, I am effectively signing this application for

Insurance. Name

Accepted Date

Memorandum Number

Memorandum Number AD&D

Memorandum Number D&O

Expiration Data

12/2/2017

Yes

Limit \$25,000

Yes

n/a

Yes

Yes

Miranda Bradford 11/28/2017 NPTA00025894

12/2/2018

Additional Insureds

1

Name

Street

City

State Zip

Email Address

Phone Number

Floyd County BOE 106 N Front St Prestonsburg

KY 41653

Hall & Clark Insurance 132 S. Lake Dr # 101 Prestonsburg, KY 41653 132 S. Lake Dr # 101 610590355

PARENT TEACHER ASSOCIATION ANNUAL INSURANCE QUOTE

APPLICANT INFORMATION

Applicant Name: PES PTA
Proposed Coverage Dates: 12/2/2017 to 12/2/2018

Date: 11/28/2017 Client ID#: 1262399

POLICY INFORMATION	LIMIT		Cost
1. Liability Plus	\$1,000,000/\$2,000,000	S	33.00
RVNA, Inc. Administration & Unlimited Add	litional Insured Charge	\$	32.00
2. Bonding Plus	\$25,000	\$	45.00
RVNA, Inc. Administration Charge		\$	40.00
3. Directors & Officers Liability Plus	Not Covered	\$	0.00
RVNA, Inc. Administration Charge		\$	0.00
4. Accident Medical Plus	Not Covered	\$	0.00
RVNA, Inc. Administration Charge		\$	0.00
5. Property Plus	Not Covered	\$	0.00
RVNA, Inc. Administration Charge		\$	0.00
RVNA, Inc. Loss Payee Charge		\$	0.00
State Guarantee Fund		\$	0.00
Broker Fee		\$	55.00
TOTAL		\$	205.00

NOTES

- This is a quotation only. Prices are subject to change without notice.
- It is the insureds responsibility to read the policy. Request a sample policy online at <u>protectyournonprofit.com</u>.
- Policy is underwritten by an A+ rated insurance carrier.



cuerychild.one voice."
Cherie Dimar, President
148 Consumer Lane, Frankfort, KY 40601
502-226-6607 fax 502-226-6610

July, 2017 Prestonsburg El PTA 2520 S. Lake Dr. Prestonsburg, KY 41653

National ID: 00015555

EIN: 611164284

Bylaws: March, 2021

This is to inform you that your PTA has met all of the requirements for tax exemption under the Kentucky Congress of Parents and Teachers' 501(c)(3) group exemption #5110 for the 2016-2017 fiscal year.

This information has been sent to the Internal Revenue Service. Please keep one copy of this notification with your PTA files and one copy in the school office as your proof that you are a legitimate tax exempt organization. To receive the letter and certificate to prove your state tax exemption, please contact Kentucky PTA.

As a 501(c)(3) organization, your PTA is exempt from paying income taxes. Individuals and businesses may make donations to your PTA and may deduct the donations from their income taxes as a charitable donation deduction.

Your PTA must file a 990N if your income is less than \$50,000, a 990 EZ if your gross receipts were less than \$200,000 and total assets are less than \$500,000, or a 990 if your income is over \$200,000 and total assets were \$500,000. You must also complete Schedules A and B if you file a 990EZ or 990. The 990N is an e-mail filing that is done on the IRS website. All filings must be made before November 15th. IRS forms must be secured from the IRS. If your PTA is sent any form by the IRS, complete the required sections, sign it, and return it. Never ignore a letter from the IRS.

Please contact Kentucky PTA 502-226-6607 or <u>kentuckypta@bellsouth.net</u> or your district president if you need anything or have questions.

Thank you for everything your PTA does for the children and youth of Kentucky.

Sincerely,

Chesie Dimes

Cherie Dimar

CITIZENS BANK OF KENTUCKY **620 BROADWAY** PAINTSVILLE KY 41240-1366 Tel: (866)462-2265

> Mahalidhubladhibidadabidadinibid PRESTONSBURG PTA 57 PEBBLEBROOK CT PRESTONSBURG KY 41653-8736

Account No :

1486406 Enclosures:

(1)

Statement Date: 07/10/2018 Page: 1

Type:

SELECT BUSINESS CHECKING SUMMARY

REG Status: Active

Category Balance Forward From 06/29/18

Debits

Number

Amount

Ending Balance On 07/10/18

Average Balance (Ledger)

2,179.56+

1

2,493.20 1,725.00 768.20

Direct Inquiries About Electronic Entries To:

Phone: (866) 462 - 2265

CHECKS AND OTHER DEBITS

* Indicates a gap in the check numbers

Date 07/09/18 Check # 4421

Amount Date 1,725.00

Check #

Amount Date

Check #

Amount

DAILY BALANCE SUMMARY

Beginning Ledger Balance on 06/29/18 was 2,493.20

Date 07/09/18

Balance 768.20 Date

Balance

Date

Balance

This Statement Cycle Reflects 11 Days

CHECKING PLUS IS NOW CITIZENS PLUS! NO OTHER CHANGES APPLY.CITIZENS PLUS IS OVERDRAFT PROTECTION AVAILABLE ON ANY CITIZENS PERSONAL CHECKING ACCOUNT. APPLY ONLINE AT WWW.WERCITIZENS.BANK

CITIZENS BANK OF KENTUCKY 620 BROADWAY PAINTSVILLE KY 41240-1366 Tel: (866)462-2265

Account No.:

06/29/18

Date

06/15/18

1486406 Enclosures

SERVICE CHARGE

Beginning Ledger Balance on 05/31/18 was 4,109.40

2,498.15

Date

06/29/18

Balance

DAILY BALANCE SUMMARY

(1)

Statement Date: 06/29/2018 Page: 1

4.95

Balance

Type: REG Status: Active SELECT BUSINESS CHECKING SUMMARY Category Number Amount Balance Forward From 05/31/18 4,109,40 1,611.25 Debits 1 SERVICE CHARGE 4.95 2,493,20 Ending Balance On 06/29/18 3,275.99+ Average Balance (Ledger) Direct Inquiries About Electronic Entries To: Phone: (866) 462 - 2265 ITEMIZED SERVICE CHARGE Date Description Status **Amount** 06/29/18 SERVICE CHARGE 4.95 **TOTAL SERVICE CHARGE:** 4.95 * Indicates a gap in the check numbers CHECKS AND OTHER DEBITS Amount Date Date Check # Check # Amount Date Check # Amount 1,611,25 06/15/18 Date Description Amount

This Statement Cycle Reflects 29 Days

Balance

2,493.20

Date

BANKING WITHOUT BOUNDARIES
NEW* MOBILE DEPOSIT, BILL PAY AND SECURITY FEATURES
DOWNLOAD THE APP
AND GET MOBILE TODAY!

SCHOOL ACTIVITY FUND

EXTERNAL SUPPORT	BOOSTER ORGANIZA	FION BUDGET
school trestons burg	Flementaru	Year 2018 - 2019
Organization Name Presturs	DUYG PTA J	2017
	IARK DriVE	
Description	Receipts Budget	Expenditures Budget
Beginning Cash Balance 768,20		September 15 Budget
RECEIPTS		
CandleberryCandle	3,000	
Ward's finest Chocolati	2 1,000	
Concession	1200	
Solvit Gear	2,000	
Dance x 5	3,000	
Jennies/ Playground	\$900,00	
Book Fair V	12.000	25
Convas W/Santa	2000	
PTA BASHADII/CITEER	DA (200	
Tun Buh	MINO	
Fall Festival	54,000	
1/02/02	P. 0500	
Flower Sale	\$ 1,5700	The second second
10.0	\$500,00	
Online % Collections EXPENDITURES	100,00 + 99220	
Community		\$ 9,293,00
enrichments B		TOUNDERS FROM TO
'Lassroom ·		\$4,200
IXL/ Tech		\$ 7,000
56 nool -		\$ 11,000
TA OFERALIONS		
nsurance		- FOX 1000
Movie License		\$ 300
c memberskip		0 100
DUDDILLO	A STATE OF THE STA	B 100
		1,000
OTALS	F35 002	
1/ - 10/11/14	000,045	P350093
Allere Whelles	•	BAX
Organization Treasurer	Princi	pal

38

Organization President

Organization President

Submit to Principal within first 30 days of school year or within 30 days of first transaction.