



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 Varin, Vice-Chair - District 2  
Linda C. Gearheart, Member - District 1  
William Newsome, Jr., Member - District 3  
Rhonda Meade, Member - District 4

**Date:** October 9, 2018

**Consent Agenda Item (Action Item):**

Retroactive- Approve the use of the Prestonsburg High School gymnasium for use by Dance Etc. Jenny Wiley Festival performance on Wednesday, October 10, 2018.

**Applicable Statute or Regulation:**

Board Policy 05.31 states that an application and agreement for use of District Property must be approved by the Board of Education.

**Issue:** Dance Etc. requests the use of Prestonsburg High School gymnasium for the purpose of dance exhibitions for the Jenny Wiley Festival.

**Fiscal/Budgetary Impact:**

Dance Etc. maintains the proper insurance as required by Board Policy and has agreed to pay for any damages that would occur. Minimal cost to district (electricity, lighting).

**History/Background:**

This is an annual event that allows the community to enjoy several performances by Floyd County students. This is a free event that is open to the public.

**Recommended Action:**

Approve the request retroactive.

**Contact Person(s):**

Jody Shepherd 606.886.3111

*[Signature]*  
Principal

*[Signature]*  
Director

*[Signature]*  
Superintendent

Pending Corrected  
Liability  
Insurance  
Document

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	<u>Dance Etc</u>	Telephone	<u>886-3111</u>
Representative's Name	<u>Jody Shepherd</u>		
Address	<u>98 Oak Ridge Ct</u>		
The above organization/individual requests the use of:			
<input type="checkbox"/> auditorium	<input checked="" type="checkbox"/> gymnasium	<input type="checkbox"/> dining room/kitchen	<input type="checkbox"/> stadium
<input type="checkbox"/> classroom(s)	<input type="checkbox"/> other, specify _____		
Is the organization planning to use District-owned equipment? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
If yes, specify equipment <u>Sound system</u>		Operator's Name _____	
Is the organization planning to conduct sales on school premises? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
If yes, give a complete description of what is being sold and how the proceeds will be used. _____			
Building/school/facility <u>Prestonsburg High Gym</u>			
Purpose <u>Dance Etc Jenny Wiley Festival performance</u>			
Date(s) requested <u>Wed. October 10<sup>th</sup></u>		Time(s) Requested <u>5:00pm-8pm</u>	
Will public be admitted?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
Will advertisement(s) be used?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Will admission be charged?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

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.
3. 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.

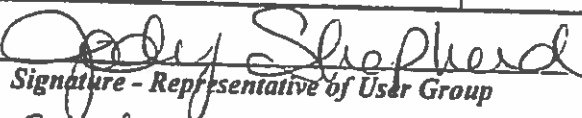
## SCHOOL FACILITIES

05.31 AP.21  
(CONTINUED)**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				
Food Service Employees				
Supervisory Personnel				
Other _____				
TOTAL PERSONNEL CHARGE				

Property Used	Facility/ Equipment Fee	Personnel Cost, if applicable	Insurance cost, if applicable	Total Cost for Facility Use
Gymnasium at _____ school				
Auditorium at _____ school				
Cafeteria - <input type="checkbox"/> Dining Room <input type="checkbox"/> Kitchen <input type="checkbox"/> Both at _____ school				
Classroom(s) Number _____ at _____ school				
Stadium at _____ school				
Other Property at _____ school				

  
Signature - Representative of User Group

9-4-18  
Date

  
Signature - Superintendent/designee

10/9/18  
Date

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/13/2018

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 REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  MCQUIRE INSURANCE AGENCY, INC. 317 UNIVERSITY DR PRESTONSBURG KY 41853-1070	CONTACT NAME PHONE FAX E-MAIL ADDRESS  INSURER(S) AFFORDING COVERAGE INSURER A - NATIONWIDE MUTUAL INSURANCE COMPANY INSURER B - INSURER C - INSURER D - INSURER E - INSURER F -	NAEP 23787
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COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	ADD. TO ENR. NO.	POLICY NUMBER	POLICY EXPIRATION DATE	POLICY EFFECTIVE DATE	LIMITS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES FOR: <input checked="" type="checkbox"/> FOLD <input type="checkbox"/> ACC. SEC. <input type="checkbox"/> LOC OTHER:		ACP GLO 5684521858	08/28/2018	08/28/2019	EACH OCCURRENCE DAMAGE TO RENTED PROPERTY (per occurrence) \$ 1,000,000 MED. EXP. (per person) \$ 5,000 PERSONAL & ADV. INJURY \$ 1,000,000 GEN'L AGGREGATE \$ 1,000,000 PRODUCTS - COMP. PROP. AGG. \$ 1,000,000
AUTOMOBILE LIABILITY  ANY AUTO ALL OWNED AUTOS NON-OWNED AUTOS HPCO AUTOS					COMBINED SINGLE LIMIT PER ACCIDENT \$ 1,000,000 BODILY INJURY (per person) \$ 100,000 BODILY INJURY (per accident) \$ 100,000 PROPERTY DAMAGE PER ACCIDENT \$ 100,000
UMBRELLA L&B EXCESS L&B OCCUR CLAIMS MADE					EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PERSONS WITHIN/EXECUTIVE OFFICERS AND EMPLOYEES MANDATORY IN KY IF NOT, describe your DESCRIPTION OF OPERATIONS below					EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is needed)

## CERTIFICATE HOLDER

Prestonsburg High School 823 Blackcat Blvd Prestonsburg KY 41853	CANCELLATION  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE Kenneth Kipker McGhee
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ACORD 25 (2014/01)

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called to get  
this changed to  
Floyd Co Bd of Ed