



FLOYD COUNTY BOARD OF EDUCATION
Anna Whitaker Shepherd, Superintendent
442 KY RT 550
Eastern, KY 41622
Telephone (606) 886-2354 Fax (606) 886-4550
www.floyd.kyschools.us

Linda C. Gearheart, Board Chair - District 1
William Newsome, Jr., Vice-Chair - District 3
Dr. Chandra Varia, Member - District 2
Keith Smallwood, Member - District 4
Steve Slone, Member - District 5

Consent Agenda Item (Action Item):

Consider the approval/acknowledgement of Allen Elementary PTA and the included facility use agreement for the 2022/2023 school year.

Applicable State or Regulations:

PTA approval and facility use by PTA requires Board of Education approval.

Fiscal/Budgetary Impact:

No Financial responsibility. The Allen Elementary PTA will cover all cost and liabilities. The Allen Elementary PTA works to provide resources/opportunities that promotes student achievement for students and staff.

History/Background:

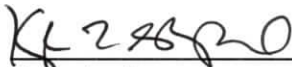
Non-applicable

Recommended Action:

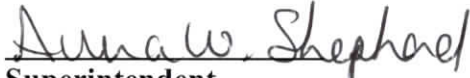
Approve request

Contact Person(s):

Kyle Shepherd, Principal
Kristin Garrett, Assistant Principal
Seth Crisp, Assistant Principal
John Hunt, PTA President


Principal


Director


Superintendent

Date:

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>Allen Elementary PTA</u> Telephone <u>606-791-2122</u>	
Representative's Name <u>John Hunt</u>	
Address <u>9245 Ky. Route 1428, Martin, Ky. 41659</u>	
The above organization/individual requests the use of:	
<input checked="" type="checkbox"/> auditorium <input type="checkbox"/> gymnasium <input type="checkbox"/> dining room/kitchen <input type="checkbox"/> stadium <input checked="" type="checkbox"/> classroom(s) _____ <input type="checkbox"/> other, specify _____	
Is the organization planning to use District-owned equipment? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
If yes, specify equipment _____ Operator's Name _____	
Is the organization planning to conduct sales on school premises? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
If yes, give a complete description of what is being sold and how the proceeds will be used. _____	
<u>School Shirts, Holiday Photos, Trips, supplies for Teachers, Incentives</u>	
Building/school/facility <u>Allen Elementary School</u>	
Purpose <u>Student Fundraising</u>	
Date(s) requested <u>2022/2023 School Year</u> Time(s) Requested _____	
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.

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				

John Kent
Signature - Representative of User Group

1-22-23
Date

Signature - Superintendent/designee

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.

Application and Agreement for Use of District Property

For Office Use Only - To be Completed by School Official		
Cost for use of District property \$ _____	Cost for school employee \$ _____	Total cost \$ _____
Deposit \$ _____	Is deposit refundable? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Date Deposit Received _____	Balance Due \$ _____	
Board employee(s) assigned: _____		
Board Action Date, if applicable _____	Board Order # _____	

Review/Revised:9/29/11

"Caution: External Email" Fwd: AIM Payment Confirmation

Hunt, John <John.Hunt@kyfb.com>

Sun 1/22/2023 4:03 PM

To: Shepherd, Kyle (AES) <kyle.shepherd@floyd.kyschools.us>

External Email Notice

Caution: This message originated from outside the Floyd County School's Organization. Be aware of the sender and any suspicious links.

**John Hunt, Agent**

Floyd County Farm Bureau

1288 S Lake Drive, Prestonsburg, KY 41653

Office: (606) 886-8597 | Fax: (606) 886-2821

JohnHunt.kyfb.com | Member login | Follow me on Facebook!

KENTUCKY FARM BUREAU**INSURANCE****From:** support_from@aim-companies.com <support_from@aim-companies.com>**Sent:** Saturday, January 21, 2023 9:31:20 PM**To:** Hunt, John <John.Hunt@kyfb.com>**Subject:** AIM Payment Confirmation

Dear John Hunt :

Thank you for trusting AIM as your insurance provider. Below are the details of your purchase.

Payment Type: by Online Check

Payment Amount: \$320.00

Coverages:

- Commercial General Liability \$1 Million Limit
- Professional Liability (Directors & Officers Liability) \$1 Million Limit
- Fidelity Bond (Crime) \$10,000 Limit
- Inland Marine (Business Personal Property) \$10,000 Limit

If you selected the "Mailed Check" option, you will have to send a physical check to us. Please note **COVERAGE IS NOT EFFECTIVE** until payment is received.

Please send your check, along with a copy of this confirmation to:

AIM

PO Box 3427

Houston, TX 77253-3427

By applying online, you have substantially cut down your approval time. Most policies are approved within 72 hours of receiving your completed application and payment. Your Certificate of Insurance will be available after your coverages have been approved. Should you need any further assistance, please

don't hesitate to contact us at 1-800-876-4044.

Sincerely,

AIM Client Services

Confidentiality notice: The information contained in this email message including attachments is confidential and is intended only for the use of the individual or entity named above and others who have been specifically authorized to receive it. If you are not the intended recipient, you are hereby notified that any use, unauthorized dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, please delete it immediately or if any problems occur with transmission, please notify me immediately by telephone. Thank you.



ASSOCIATION INSURANCE MANAGEMENT INC

MEMBER CERTIFICATE OF INSURANCE

2/3/23

Thank you for purchasing your insurance from AIM. This is your Member Certificate and should be kept with your permanent records.

Insured #: KY231198

NAMED INSURED MEMBER:

Allen Elementary PTA
Attn: John Hunt or Current Officer
112 Eagle Lane
Allen, KY 41601

Named Insured & Mailing Address

Education Support Purchasing Group
c/o AIM
P.O. Box 674051
Dallas TX, 75267-4051

PRODUCER NAME

AIM Association Insurance
Management, Inc.
PO Box 674051
Dallas TX, 75267-4051

Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Concert Specialty Insurance Company / Commercial General Liability	GL2023AIM04419	1/21/23 - 9/1/23	\$ 0	Each Occurrence	\$1,000,000
				General Aggregate	\$2,000,000
				Products - COMP/OPS	\$2,000,000
				Personal & Advertising Injury	\$1,000,000
				Fire Damage (any one fire)	\$50,000
Concert Specialty Insurance Company / Extended Medical Payments	GL2023AIM04419	1/21/23 - 9/1/23	\$ 0	Medical payments-any one person	\$5,000
Concert Specialty Insurance Company / Professional Liability (Directors & Officers Liability)	DO2023AIM04253	1/21/23 - 9/1/23	\$ 0	Aggregate	\$1,000,000
				Retro-active Effective Date:	1/21/23
Concert Specialty Insurance Company / Fidelity Bond (Crime)	CR2023AIM04011	1/21/23 - 9/1/23	\$ 250	Each Occurrence	\$10,000
Concert Specialty Insurance Company / Inland Marine (Business Personal Property)	IM2023AIM00328	1/21/23 - 9/1/23	\$ 250	Each Occurrence	\$10,000

Floyd County Board of Education is added as an Additional Insured to the General liability policy only.

Certificate Holder:

Floyd County Board of Education
442 KY Route 550
Eastern, KY 41622

This member certificate, together with the common policy conditions, coverage part(s), coverage form(s), and endorsements, if any, complete the above numbered policy. Copies of the Master Policies are available upon request or may be printed at www.aim-companies.com

AUTHORIZED REPRESENTATIVE

