



Kenton County School District | *It's about ALL kids.*

Issue Paper

DATE:

May 17, 2023

AGENDA ITEM (ACTION ITEM):

Consider/Approve Contract with V!ROC and Dixie Heights High School Cheer for an onsite Choreography Cheer camp.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

In years past, Dixie Heights High School Cheer has used V!ROC for the purpose of music and choreography for use in the upcoming competition season which includes local, regional and national competitions. Choreography will be taught at Dixie Heights High School during the summer of 2023.

FISCAL/BUDGETARY IMPACT:

The total cost of the camp will be \$3000.00 and each competition cheerleader will be responsible for the \$120.00 individual participation cost. All camp costs will be paid from the Dixie Heights High School Cheer school activity account

RECOMMENDATION:

Approval To contract with V!ROC and Dixie Heights High School Cheer for an onsite Choreography Cheer camp.

CONTACT PERSON:

Teresa Catchen

Principal/Administrator

District Administrator

Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

V!ROC Terms & Conditions for Camps and Clinics

Clinics includes Spirit Days and other one-day events

COVID-19 Camp/Clinic: We will continue to monitor COVID-19 in accordance with state, local and venue guidance. For further information, please refer to varsity.com/health-update/.

Fees

Overnight fees include daily instruction, awards, housing and meals (as indicated for each camp). Instruction Only, Home and Day Camp, and Clinic fees include daily instruction and awards (unless otherwise noted).

Adult Supervision

An adult at least 21 years of age is required to attend camp in its entirety with each team, unless a more stringent policy is noted for the specific camp/clinic. For overnight camps, the adult is required to stay overnight. Some camps/clinics conducted for individuals are exempt from this requirement, and is noted in the specific camp/clinic details.

Payment Policies

Unless otherwise noted, the deposit and full payment due dates are as follows:

	Deposit Amount	Deposit Due	Full Payment Due
Overnight Camps	\$100 per person	60 days prior to camp start	45 days prior to camp start
Day/Home Camps	\$50 per person	60 days prior to camp start	45 days prior to camp start
Clinics	50% of fee	At time of registration	14 days prior to clinic start

Registrations are not confirmed until the deposit or signed school purchase order is received. **If your deposit or full payment is not received by their respective due dates, V!ROC reserves the right to cancel your registration.** Reinstated registrations are accepted on a space-available basis. Deposits are non-refundable and non-transferable.

If you are unable to pay in full by the due date, we must receive a school purchase order or letter of authorization (LOA) on official school/organization letterhead. Either form must be signed by someone authorized on behalf of the school/organization to do so. If you submit an LOA, the balance is due 2 weeks prior to the camp start date. If you submit a Purchase Order, the balance is due no later than 30 days after camp. Balances not paid within 90 days after camp will be turned over to a collection agency. Payments are not accepted at camp.

For Home Camps staff will not be assigned nor will supplies be shipped for camps not paid in full. If setting up a camp 30 days prior to the start date, full payment is required at the time the registration is confirmed.

Virtual camps must be paid in full and all waivers signed electronically no later than 7 days prior to the start date. Your virtual camp will be canceled 7 days prior if payment and waivers are not received.

Form of Payment

You may pay online by credit card (Visa or MasterCard) or mail your check or money order to the V!ROC office. **Personal, individual, booster club, temporary or gym checks are not accepted.** If mailing your payment, please include a copy of your invoice to insure proper credit to your account.

Cancellation/Enrollment Change Fees and Refunds

Unless otherwise noted for a specific location, fees retained for enrollment changes (reductions) and/or cancellations received prior to the camp start date are indicated below. For Home Camps (except virtual) changes made within 14 days of the camp start date that cause any change to instructional staff, travel or camp dates will result in a minimum \$100 change fee. The fee assessed will be based on any incremental expenses incurred. In addition, instructional staff adjustments are based on availability and cannot be guaranteed.

Overnight Camps	Between 60-31 Days	Between 30-0 Days
	\$100 per person	Full Tuition
Day/Home Camps	Between 30-15 Days	Between 14-0 Days
	\$50 per person	Full Tuition
Clinics	After Registration	
	\$10 per person	

Camps/clinics that require pre-ordered items (i.e. tickets, t-shirts, etc.) will result in full forfeiture of monies paid if cancelled within 14 days of the camp/clinic start date.

Refunds on accounts with a credit balance will be issued in the same form of the original payment method and after the camp/clinic is over.

Camp Rules

On the first day of camp, each person attending must review and sign a document indicating they understand and will abide by all camp rules.

Release and Waiver Forms

In order to participate, every attendee must complete a Release and Waiver Form. This form is required for all minor and adult athletes, coaches and chaperones. For those under 18 years of age, the form must be signed by a parent or guardian.

Please retain a copy of each signed form for your records and **turn in the original signed forms** at Registration on the first day of camp. For virtual camps the waivers will be signed electronically.

Special Compliance Requirements

Certain locations may require a specific adult to minor ratio and/or compliance-related clearances pertaining to the protection of minors. Locations that have specific requirements will have additional information online at varsity.com/MyCampRegistrations.

Facility Fees for Home Camps

All fees associated with the use of the school facility are the responsibility of the school/squad/team.

USA Cheer Membership

All adults (coaches and other team personnel) that actively work with and/or supervise the team that attend an Overnight Camp must have a USA Cheer Cheer Coach, Dance Coach or Professional Membership. It is highly encouraged that all coaches have one of these memberships, regardless of whether they are attending an Overnight Camp or not. Visit <https://www.usacheer.org/usa-cheer-membership-for-varsity-spirit> for details.

Contact Us

VIROC Choreography Camps
PO Box 752790

Memphis, TN 38175
(888) Go4.VROC (464-8762)
registration@varsity.com

Student Fees Forms

ACTIVITY GROUPS AND SPORT TEAMS – REQUEST TO CHARGE A STUDENT FEE

ONE (1) FORM PER GROUP/TEAM

School: DixieActivity Group/Sport Team: CheerSponsor/Coach: K Anneken

Fees for required individual consumable extra-curricular/co-curricular items that will be returned to the sponsor/coach for surplus at the conclusion of the activity/sport season.

Quantity	Description	Unit Price	Line Total

Fees for required other individual extra curricular/co-curricular items.

Quantity	Description	Unit Price	Line Total
25	Game day and competition Choreography	120.00	3000.00

Total student fee required to participate in this activity group/sport team: \$ 120.00

Athletic Director/Activity Sponsor Approval Signature: Kelli Anneken Date: 5/4/23

Principal Approval Signature: [Signature] Date: 5/11/23

SBDM Council Approval Date: 5/11/23 (Date reflected in SBDM minutes.)

Student Engagement Coordinator Approval Signature: M. Wilote Date: 5/18/23

Board Approval – Meeting Date: _____

Review/Revised: 7/6/2020

Student Fees Forms**SCHOOL-RELATED STUDENT TRIP – REQUEST TO CHARGE A STUDENT FEE****ATTACH COMPLETED FORM TO YOUR SCHOOL-RELATED STUDENT TRIP FORM (09.36 AP.2)**School: DixieClass/Activity Group/Team: CheerTeacher/Sponsor/Coach: K. Anneken

Quantity	DESCRIPTION & BREAKDOWN OF COSTS	Unit Price	Line Total
25	Entry Fee for Students	120.00	3600.00
	KCSD Bus Transportation Fee		
	Charter Bus Transportation Fee – attach the contract		

Total individual student fee required to participate in this trip: \$ 120.00

Teacher/sponsor/coach and Principal have plans to cover fees for students who have an approved Application for Waiver of Fees Form (09.15 AP.21) on file at the school.

Teacher/Sponsor/Coach Approval Signature: Kelli Anneken Date: 5/4/2023Principal Approval Signature: [Signature] Date: 5/11/23SBDM Council Approval Date: 4/11/23 (Date reflected in SBDM minutes.)Assistant Superintendent Approval Signature: M. White Date: 5/18/23

Board Approval – Meeting Date: _____