



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 Stone, Member - District 5

Consent Agenda Item (Action Item):

Consider Allen Elementary PTA Facility use agreement for the 2023-2024 school year.

Applicable State or Regulations:

PTA 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:

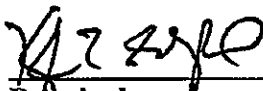
Non-applicable

Recommended Action:

Approve request

Contact Person(s):

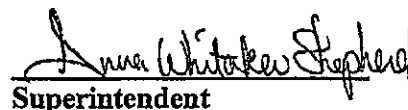
Kyle Shepherd, Principal
Kristin Garrett, Assistant Principal
John Hunt, PTA President



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 Allen Elementary PTA Telephone 602-791-2222
 Representative's Name John Hunt
 Address 9245 KY ST. 1928 Martin, KY. 41659

The above organization/individual requests the use of:
 auditorium gymnasium dining room/kitchen stadium
 classroom(s) _____ other, specify _____

Is the organization planning to use District-owned equipment? YES 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. _____
School Shirts, Holiday Photos, Trips, Supplies for teachers, Incentives

Building/school/facility Allen Elementary School
 Purpose Student Fundraising
 Date(s) requested 2023/2024 School Year Time(s) Requested _____

Will public be admitted? YES NO
 Will advertisement(s) be used? YES NO
 Will admission be charged? YES 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				

Signature - Representative of User Group

8/15/2023
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



**ASSOCIATION
INSURANCE
MANAGEMENT INC**

MEMBER CERTIFICATE OF INSURANCE

8/14/23

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 574051
Dallas TX, 75267-4051

Company / Coverage	Policy #	Effective Dates	Deductible	Limits of Insurance	
Concert Specialty Insurance Company / Commercial General Liability	GL2023AIM12088	9/1/23 - 9/1/24	\$ 0	Each Occurrence	\$1,000,000
				General Aggregate	\$2,000,000
				Products - COMP/OPS	\$2,000,000
				Personal & Advertising Injury	\$1,000,000
				Damage To Rented Premises	\$50,000
Concert Specialty Insurance Company / Extended Medical Payments	GL2023AIM12088	9/1/23 - 9/1/24	\$ 0	Medical payments-any one person	\$5,000
Concert Specialty Insurance Company / Professional Liability (Directors & Officers Liability)	DO2023AIM10595	9/1/23 - 9/1/24	\$ 0	Aggregate	\$1,000,000
		Retro-active Effective Date: 1/21/23			
Concert Specialty Insurance Company / Fidelity Bond (Crime)	CR2023AIM09365	9/1/23 - 9/1/24	\$ 250	Each Occurrence	\$10,000
Concert Specialty Insurance Company / Inland Marine (Business Personal Property)	IM2023AIM01420	9/1/23 - 9/1/24	\$ 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