



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

Issue Paper

DATE:

September 16, 2024

AGENDA ITEM (ACTION ITEM):

Consider/Approve Community Use Facility Contract with Girl Scouts for the use of Piner Elementary on various dates throughout the 2024-2025 school year.

APPLICABLE BOARD POLICY:

05.3 - Community Use of Facility

HISTORY/BACKGROUND:

Girl Scouts is a non-profit organization that prides itself on creating an organization to support the growth of Girl Scout troops. The Girl Scouts provides unique opportunities for our children to grow both physically and emotionally.

FISCAL/BUDGETARY IMPACT:

\$0

RECOMMENDATION:

Approval to Community Use Facility contract with Girl Scouts for the use of Piner Elementary on various dates during the 2024-2025 school year.

CONTACT PERSON:

Emily Thompson, Principal


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.

Facility Use Contract

This agreement made by and between the Kenton County Board of Education, the school Principal, and the Superintendent/designee authorized so to act by direction of the Board of Education and Girl Scouts WRC hereinafter referred to as "user" of the school facilities hereinafter described. The user is a: (Check One): ☐ profit organization ☒ non-profit organization/FEIN # _____

Category of user (1-5) 2 (Final determination of category is made by Superintendent/designee).

WITNESSETH:

The school Principal does hereby agree to permit user to utilize certain school facilities more particularly described as follows: Piner Cafeteria

10/9/24, 11/13/24, 12/11/24, 1/8/25, 2/12/25, 3/19/25,
at the following times and dates: 4/16/25, 5/14/25 subject to the following terms and conditions:

1. School facilities shall not be utilized by any outside group prior to ninety (90) minutes after the end of the school day at this campus.
2. The school property identified above may be utilized by the user as a permittee at will on the condition that all terms and conditions as hereinafter set out are complied with and any other terms and conditions specified by the Principal. Any violation of such terms and conditions may result in immediate termination of the Use Agreement and/or liability of the user. The utilization of the premises by the user is a privilege extended to the user by the Board of Education and said use does not constitute a property right nor shall it be deemed a lease or renewable beyond the specified period without the written consent of the Principal.
3. The use of these school facilities shall be in compliance with all laws and regulations and the terms and conditions of Kenton County Board of Education policies, specifically including Board Policy 05.3, the terms of which are incorporated herein by reference.
4. The reserved time/date for use by user may be cancelled or preempted by Principal or Superintendent / designee and permissions for use may be terminated without cause by notice from Principal or designee.
5. Approved users are responsible for the conduct and safety of their participants, guests, coaches, officials, and spectators. Automated External Defibrillators (AED) accessibility is not the responsibility of the KCSD facility.
6. There shall be no transfer or assignment of this agreement, nor any profit making or commercial venture subject to this use.
7. Approved users are responsible for the observance of county and state fire and safety regulations at all times. Corridors, exits, and stairways shall be kept free of obstructions. Members of an audience or spectators must never stand or sit to block exits, aisle ways, or stairways. Facility capacities as determined by the Fire Marshall shall be observed.

Facility Use Contract

8. All activities will be cancelled when school is closed due to inclement weather. Outside groups using our facilities during inclement weather will be at their own risk. **Campuses will be cleared for school use only.**
9. User shall return the facilities or premises in the same condition as at the commencement of the use, or if user fails to do so, the user will be responsible for the cost of clean-up and be prohibited from further use of facilities.
10. The user agrees to hold harmless and defend the Kenton County Board of Education, its employees and agents, for any claim, liability, damage, loss or expense resulting from the utilization of the facilities used hereunder.
11. The user agrees to provide liability insurance coverage for its use of the facilities including the following minimum amounts:
The liability insurance certificate is required to include the following minimum amounts:
 2,000,000 General Liability coverage in the aggregate
 \$1,000,000 General Liability coverage per occurrence
 The Kenton County Board of Education is noted as additional insured
A copy of the liability policy or declaration of coverage page must be attached to this contract.
12. An orientation has been provided.

(Please initial) _____ user _____ school representative

Applicable Fees:

Rental fee: <u>N/A</u> per hr. (min 2 hours)	Rental fee total: <u>N/A</u>
Custodial fee: <u>N/A</u> per hr. (min 2 hours)	Custodial fee total: <u>N/A</u>
Supervisory fee: <u>N/A</u> per hr. (min 2 hours)	Supervisory fee total: <u>N/A</u>
Equipment fee: <u>N/A</u>	Equipment fee total: <u>N/A</u>
Other fees: <u>N/A</u>	Other fees total: <u>N/A</u>

50% of total fees to be paid as security deposit at contract signing; remainder to be paid within two (2) weeks after contracted event.

Total Fees: \$0

Deposit: N/A

Checks are payable to Kenton County Board of Education

Supervision/Custodial Support Details:

Misc. Considerations:

Facility Use ContractName of School: Piner Elementary Girl Scouts WRC
Name of Renting Organization "User"Ellen Crum
Name of "User" Representative (Print)1193 Constitution Dr
AddressIndependence KY 4051
City State Zip(859) 396-1768
Phone Numberellen.crum@kenton.kyschools.us
E-Mail Address

If responsible individual is other than then the "User" whose signature appears on this page below, please identify that individual. Responsible individual will be in attendance during entire use of facility.

Name_____
Address_____
Telephone Number_____
E-Mail Address

IN WITNESS WHEREOF the Principal and the Superintendent/designee for and on behalf of the Board of Education and the user hereunto set their hands this 8TH day of October, 2024. Contracts for recurring events expire on June 30th of the school year.

Ellen Crum
Signature of "User" RepresentativeCelley Thompson
Principal_____
Superintendent/designee

Review/Revised: 8/7/2023

