



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

Issue Paper

DATE:

7/16/25

AGENDA ITEM (ACTION ITEM):

Consider/Approve the Facility Use Contract between the Kenton County School District and Learning Grove, Inc. with the applicable fees being waived for the 2025-26 school year.

APPLICABLE BOARD POLICY:

01.1-Legal Status of the Board

HISTORY/BACKGROUND: This Facility Use Contract is an agreement between the KCS D and Learning Grove, Inc. for the operation of preschool child care services at River Ridge Elementary School. KCS D is providing the space in a school setting for the operation of the program. The preschool child care program shall be financially and programmatically independent of the KCS D. River Ridge Elementary is requesting the applicable fees be waived for one year to allow the continuity of the program and eliminate additional fees for families as the current Memorandum of Understanding ends on August 8, 2025.

FISCAL/BUDGETARY IMPACT:

None

RECOMMENDATION:

Consider/Approve the Facility Use Contract between the Kenton County School District and Learning Grove, Inc. with the applicable fees being waived for the 2025-26 school year.

CONTACT PERSON:

Natalie Ewald, Principal

A handwritten signature in blue ink, reading 'Natalie Ewald', written over a horizontal line.

Principal/Administrator

A handwritten signature in black ink, reading 'Tina Whitman', written over a horizontal line.

District Administrator

A handwritten signature in black ink, written over a horizontal line.

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.

Community Use of School Facilities**GENERAL REGULATIONS OF FACILITY USAGE**

The use of school facilities for K-12 school instructional and extracurricular programs, meetings of students, teachers, parent-teacher organizations, or other Organizations directly affiliated with the schools will have precedence over other requests. Sponsors of school activities and events are encouraged to schedule their facility needs in advance of the date of use to assist in the further scheduling of the facility. To ensure the care and preservation of school facilities and equipment and to ensure fairness and consistency in the implementation of Board policy governing use of facilities, the following categories have been established. These categories have been approved to determine priority for facility use and a fee schedule has been provided for approved users outside of regular programs or activities when designated space and facilities are available. There will also be a separate fee schedule for school day/time and non school day/time use (see below the definition of both).

Categories:

Category 1 will be given the highest priority and Category 5 the lowest priority. However, every effort will be made to accommodate all requests.

Category 1- K-12 Program Activities

Category 2 – Community Ed. Programs/School Support Groups

Category 3 - Community Use Non-Profit Groups

Category 4 - Private Citizen Use/Non Profit Groups

Category 5 – Commercial Users

School Day/Time: Monday – Friday when school is in session, ninety (90) minutes after the end of the school day at the campus being used – ½ hour prior to each individual building's support staff work shift completion, unless otherwise approved by the Superintendent/designee.

Non School Day/Time: All Saturdays and Sundays, summers and any day or time when Kenton County Schools are not in session

NATURE OF PROGRAM

Programs and activities of users must be of a nature suitable for presentation in a public school, must be lawful, and must conform to all of the policies of the Board of Education.

SUPERVISION & SECURITY

All activities must be under competent adult supervision approved by the Principal/designee of the building involved. User groups must take reasonable steps to insure orderly behavior and will be required at their expense to provide school-approved security personnel as determined necessary by the administration. The use of the school facilities will require that a school district employee be present when the building is open, unless otherwise approved by the Superintendent/designee. Outside organization rentals on Saturdays and Sundays must have custodian present the entire time (depending on size and nature of event, a separate supervisor may also be needed.)

Community Use of School Facilities**DAMAGE AND/OR PROPERTY LOSS**

Users will be responsible for paying for all damage incurred by their use of the facility or equipment, including property of pupils and employees. In the event that property loss or damage is incurred during use or occupancy of district facilities, the amount of damages shall be determined by the Principal/designee and approved by the administration, and a bill for damages will be presented to the group using the facilities. Payment for damage must be made within two weeks of receipt of the bill. The District will not be responsible for any loss of valuables or personal property.

RESTRICTIONS ON USE

Approved users are restricted to the dates and hours approved and to the building area and facilities specified. Buildings will normally be opened one-half hour before the scheduled program time and closed one-half hour after the scheduled program time.

FIRE & SAFETY REGULATIONS

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.

CONDITION OF ROOMS

User groups are expected to leave all rooms and furniture in the condition and arrangement in which they were found.

INCLEMENT WEATHER

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. Facilities will be cleared for school use only.

CONTROLLED SUBSTANCES

Controlled substances (i.e. alcoholic beverages, cigarettes, marijuana, etc.) will not be permitted in school facilities or on school property at any time.

USE OF CUSTODIANS

When a group or organization uses a facility during the time a custodian is normally on duty, the custodian will see that the facility is properly heated, that lights are turned on and that doors are opened for the group's use of the facility. Outside organization rentals on Saturdays and Sundays must have custodian present the entire time (depending on size and nature of event, a separate supervisor may also be needed).

OPENING OF OFFICES

Building custodians have been instructed that only in the case of an emergency are offices to be opened and/or telephones used.

Community Use of School Facilities**FOOD/DRINK IN BUILDINGS**

No food/drink items of any type are to be used in District facilities without the prior knowledge and consent of the Principal/designee. Should a kitchen area be desired for use of food preparation, it is understood that an approved member of the school cafeteria staff will be necessary at user expense to supervise the kitchen. If food is brought into the facility the organization using the facility will be responsible for clean-up.

USE DURING NON-SCHOOL TIME

Use during summer months, holidays or during other periods shall not conflict with building cleaning or building renovations. Use will also follow the non-school time schedule for fees.

LIABILITY INSURANCE

To the maximum extent permitted by law, the renter agrees to indemnify and hold harmless the District, the Board of Education, individual Board members(both past and present), the District's administration and/or any other District representatives, employees, agents and officials, for any claims, actions, liabilities, costs and expenses, including reasonable attorney fees, which are alleged to arise or result from, or are related to, the renter's use of the Property or the activities that are conducted by the renter on the Property. This liability includes, but is not limited to, claims for bodily injury or death of persons and for loss of or damage to property. This liability does not include claims resulting from the negligent or intentional acts of the District and/or its agents. Further, nothing contained within this provision shall operate to limit or waive, or be construed as limiting or waiving, the District's immunity from liability as granted by state and/or federal law.

A certificate of liability insurance will be required for Categories 2, 3, 4 and 5 at least two weeks prior to use. Insurance is not required for category 1 or any other group that falls under district liability coverage. Minimum liability insurance in the following amount must be provided: \$2,000,000 in the aggregate and \$1,000,000 per occurrence for general liability, \$10,000 for property damage. The Kenton County Board of Education shall be named as the additional insured on the copy of the organization's insurance certificate. User is responsible for getting the insurance.

ENFORCEMENT OF RULES

Responsibility for enforcement of rules and regulations regarding use of school facilities rests with groups using the facilities. Permits to use a facility may be canceled at any time when there is evidence that the rules and regulations outlined herein are being violated. In case of cancellation the Kenton County Schools assumes no liability other than return of fees charged. Any infraction of the building use regulations herein listed may also be grounds for refusing to grant subsequent requests for the use of school facilities.

Community Use of School Facilities**REQUIREMENTS****BUILDING USE CONTRACTS**

Requests for the use of school facilities shall originate with a responsible adult representing the organization (also called "User") and will make the request to the Principal/designee of the school requested. Completed contracts must be signed by the User then the school Principal, and should be submitted a minimum of two (2) weeks in advance of use to the Superintendent/designee for final contract approval. Upon final contract approval, the Principal/designee will send a copy of the approved contract to the User and keep a copy on file in the school office. A copy will also be maintained in the Superintendent's/designee's office. The contract should not be considered to be approved until the user receives the signed copy after final approval.

User must have their request form in their possession at the event.

DISTRICT SUPERVISOR FEES

If services of the district supervisor are required and the district supervisor is called away from his regular duties, then the group will be required to pay the supervisory contracted rate for each hour or fraction thereof that he is obliged to work. Users will be charged for supervisory time required to setup special school equipment and furniture (e.g., P. A., tables for large banquets, risers, etc.). All pay for district supervisors will be at the current rate of pay. The district supervisor must be an employee of the school that is being rented. If a district supervisor in the building is not willing to work the event, another employee (excluding an administrator) may work the event and payment to them will be at the current rate paid for supervisory duties. All payments for supervisory fees must be paid to the Board.

CUSTODIAL FEES

If services of the custodian are requested and the custodian is called away from his regular duties, then the group will be required to pay the custodial contracted rate for each hour or fraction thereof that he is obliged to work. Users will be charged for custodial time required to setup special school equipment and furniture (e.g., P. A., tables for large banquets, risers, etc.). All pay for custodians will be at the current rate of pay. The custodian should be an employee at the school that is being rented. If a custodian in the building is not willing to work the event, another employee (excluding an administrator), who understands the custodial responsibilities, may work the event and payment to them will be at the current supervisory rate. All fees must be paid to the Kenton County Board of Education.

EQUIPMENT FEES

The use of equipment by non-school groups shall be granted only upon advance approval of the Principal/designee. Extra compensation must be paid for employees for moving, operating, or supervising special or extra equipment and will be charged to the using group.

COLLECTION OF FEES

In all cases, fees for Category 2, 3, 4 and 5 users (which pay for use) will be billed within two weeks of the date of use. This includes facility rental charges, staff costs and fees for extra services which may be required. Estimated fees for Category 4 and Category 5 users shall be paid in advance. A deposit fee of at least 50% of the total estimate is due at least two weeks prior to the date of use.

Community Use of School Facilities**COLLECTION OF FEES (CONTINUED)**

Payment should be made to the order of The Kenton County Board of Education

NOTICE OF CANCELLATION

The Administration reserves the right to cancel with reasonable notice any non-school event in order to maintain first right of use of school facilities for school programs. All approvals are granted with this understanding.

ADDITIONAL PERSONNEL FEES

Food Service/Kitchen Supervisor- as established by current pay schedule.

Auditorium Sound/Light Technician- as established by current pay schedule

Life Guard - a life guard must be on the pool deck at all times. The school will approve the guard assigned who will be paid according to the current pay schedule.

CATEGORY AND FEE STRUCTURE

The Student Engagement Coordinator will have the final say if a category is disputed.

CATEGORY 1: K-12 PROGRAM ACTIVITIES

K-12 Program Activities are those which directly relate to regular or extracurricular K-12 events and are sponsored by the school or District group. These include, but are not limited to, music performances, plays, athletic events, parent orientation meetings, meetings of school sponsored clubs, honor society induction's, award banquets, PTO and PTA organizations etc.

Fees for Category 1 – See fee schedule

CATEGORY 2: COMMUNITY EDUCATION PROGRAMS/SCHOOL SUPPORT GROUPS

Community Education programs solely or jointly administered by the Board of Education will be granted a second priority for available District space and facilities. School-related support groups include but are not limited to: Parent Advisory Groups, Boosters Clubs (such as band, athletic, etc.), Special Olympics, local Scout organizations, 4H, high school sponsored athletic leagues and camps, and other school support groups who provide services only for students who live in the District.

Fees for Category 2 – See fee schedule

CATEGORY 3: COMMUNITY NON-PROFIT GROUPS/OTHER SCHOOL DISTRICTS

Community non-profit groups such as governmental agencies, church groups or organized groups who provide local, civic, educational, or cultural activities and are staffed by volunteers. Examples of Category 3 users include but are not limited to: Jaycees, Kiwanis, Rotary, Big Brothers/Big Sisters, local youth football teams, YMCA, AAU basketball teams, club volleyball teams, youth baseball teams, etc.-

Fees for Category 3 – See fee schedule

Community Use of School Facilities**CATEGORY 4: PRIVATE CITIZEN USE/NON-PROFIT GROUPS**

Private Citizen Use/Non-Profit Groups are defined as formally/informally organized groups of community residents who are interested in using school facilities for a particular use such as recreational, educational cultural, religious or charitable goals. This category includes, but is not limited to church services, neighborhood associations, political party meetings, etc.

Fees for Category 4 – See fee schedule

CATEGORY 5: COMMERCIAL USERS

Commercial users are defined as private businesses for profit, vendors or entrepreneurs. Commercial users are discouraged from application for K-12 facility use. Applications for use of facilities by commercial users will be reviewed and permission must be granted by the Board. Approval of all applications in Category 5 will be based upon the following criteria: benefits to the District and the community educational contribution, potential wear and tear on school facilities, appropriateness of the activity, and relationship of the activity to the stated mission of the District.

Fees for Category 5 – See fee schedule

SCHEDULE OF FEES FOR FACILITY USE

There may be circumstances when a specific event may require adjustments to the fee schedule.

Community Use of School Facilities

Please see General Regulations of Facility Usage – 05.3 AP.1 document for category descriptions.

Facility	School Time Fee School Time- Monday-Friday when school is in session, ninety (90) minutes after the end of the school day at the campus being used – ½ hour prior to each individual building's support staff work shift completion.	Non School Time Fee 2 Hour Minimum Non School Time – All Saturdays and Sundays, winter, spring, summer break, and any day or time when Kenton County Schools are not in session.
Category 1 K-12 Program Activities		
All Gymnasiums	No Charge	No Charge for day, custodial charge at current rate (if required)
All Cafeterias	No Charge	No Charge for day, custodial charge at current rate (if required)
All Auditoriums	No Charge	No Charge for day, custodial charge at current rate (if required)
All Fields	No Charge	No Charge for day, custodial charge at current rate (if required)
All Classrooms	No Charge	No Charge for day, custodial charge at current rate (if required)
All Media Centers	No Charge	No Charge for day, custodial charge at current rate (if required)
KCSD Pool	No Charge	No Charge for day, custodial charge at current rate (if required)
Category 2 Community Ed. Programs/School Support Groups		2 Hour Minimum
Elem. Gymnasiums	No Charge	\$40 per hour or \$150 per day plus custodial at current rate (if required)
MS and RR Gyms	No Charge	\$50 per hour or \$200 per day plus custodial at current rate (if required)
HS Gymnasiums	No Charge	\$60 per hour or \$300 per day plus custodial at current rate (if required)
All Cafeterias	No Charge	\$30 per hour or \$150 per day plus custodial at current rate (if required)
All Multi-Purpose Rooms	No Charge	\$40 per hour or \$150 per day plus custodial at current rate (if required)
HS Auditoriums	No Charge	\$60 per hour or \$300 per day plus custodial at current rate (if required)

Community Use of School Facilities**SCHEDULE OF FEES FOR FACILITY USE (CONTINUED)**

Category 2 Community Ed. Programs/School Support Groups		2 Hour Minimum
Classroom	No Charge	\$20 per hour or \$75 per day plus custodial at current rate (if required)
Media Center	No Charge	\$30 per hour or \$150 per day plus custodial at current rate (if required)
Practice Field	No Charge	\$40 per hour or \$175 per day plus custodial at current rate (if required)
MS Football Fields	Custodial Charge at current rate (if required)	\$50 per hour or \$200 per day plus custodial at current rate (if required)
HS Football Fields or Indoor Turf Field	Custodial Charge at current rate (if required)	\$75 per hour or \$300 per day plus custodial at current rate (if required)
Scott Soccer Field	Custodial Charge at current rate (if required)	\$50 per hour or \$200 per day plus custodial at current rate (if required)
HS Baseball and Softball Fields	Custodial Charge at current rate (if required)	\$75 per hour or \$300 per day plus custodial at current rate (if required)
KCSD Pool	Custodial Charge at current rate (if required)	\$20 per lane and \$30 per board per hour for swim/dive practice \$100 per hour for swim/dive meet plus life guard and custodial at current rate (if required)
Category 3 Community Use/ Non-Profit Groups	2 Hour Minimum	2 Hour Minimum
Elem. Gymnasiums	<u>\$100 per hour or \$400 per day plus custodial at current rate (if required)</u>	\$100 per hour or \$400 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
MS and RR Gymnasiums	<u>\$150 per hour or \$500 per day plus custodial at current rate (if required)</u>	\$150 per hour or \$500 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
HS Gymnasiums	<u>\$200 per hour or \$750 per day plus custodial at current rate (if required)</u>	\$200 per hour or \$750 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
All Cafeterias	<u>\$100 per hour or \$400 per day plus custodial at current rate (if required)</u>	\$100 per hour or \$400 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
All Multi-Purpose Rooms	<u>\$125 per hour or \$500 per day plus custodial rate (if required)</u>	\$125 per hour or \$500 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)

Community Use of School Facilities**SCHEDULE OF FEES FOR FACILITY USE (CONTINUED)**

Category 3 Community Use/ Non-Profit Groups	2 Hour Minimum	2 Hour Minimum
HS Auditoriums	<u>\$175 per hour or \$700 per day plus custodial at current rate (if required)</u>	\$175 per hour or \$500 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Classroom	<u>\$60 per hour or \$300 per day plus custodial at current rate (if required)</u>	\$60 per hour or \$300 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Media Center	<u>\$100 per hour or \$300 per day plus custodial at current rate (if required)</u>	\$100 per hour or \$400 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Practice Field	\$75 per hour or \$300 per day plus \$50 per hour for lights (if required) plus custodial at current rate (if required)	\$75 per hour or \$300 per day plus \$50 per hour for lights plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
MS Football Fields	\$100 per hour or \$400 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required)	\$100 per hour or \$400 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
HS Football Fields or Indoor Turf Field	\$300 per hour or \$1200 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required)	\$300 per hour or \$400 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Scott Soccer Field	\$75 per hour or \$300 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required)	\$75 per hour or \$300 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
HS Baseball and Softball Fields	\$300 per hour or \$1200 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required)	\$300 per hour or \$1200 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
KCSD Pool	\$25 per lane and \$35 per board per hour for swim/dive practice, \$200 per hour for swim/dive meet plus life guard and custodial at current rate (if required)	\$25 per lane and \$35 per board per hour, for swim/dive practice, \$200 per hour for swim/dive meet plus life guard and custodial at current rate (if required) and district supervisor per hour at current rate (if required)

Community Use of School Facilities**SCHEDULE OF FEES FOR FACILITY USE (CONTINUED)**

Category 4 Private Citizen Use/Non-Profit Groups – (not student related)	2 Hour Minimum	2 Hour Minimum
Elem. Gymnasiums	\$150 per hour or \$500 per day plus custodial at current rate (if required)	\$150 per hour \$500 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
MS and RR Gymnasiums	\$200 per hour or \$750 per day plus custodial at current rate (if required)	\$200 per hour or \$750 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
HS Gymnasiums	\$250 per hour or \$1000 per day plus custodial at current rate (if required)	\$250 per hour or \$1000 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
All Cafeterias	\$150 per hour or \$500 per day plus custodial at current rate (if required)	\$150 per hour or \$500 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
All Multi-Purpose Rooms	\$175 per hour or \$700 per day plus custodial at current rate (if required)	\$175 per hour or \$700 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
HS Auditoriums	\$225 per hour or \$900 per day plus custodial at current rate (if required)	\$225 per hour or \$900 per day plus custodial at current rate (required) and district supervisor per hour at current rate (required)
Classroom	\$75 per hour or \$300 per day plus custodial at current rate (if required)	\$75 per hour or \$300 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Media Center	\$150 per hour or \$500 per day plus custodial at current rate (if required)	\$150 per hour or \$500 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Practice Field	\$150 per hour or \$500 per day plus custodial at current rate (if required)	\$150 per hour or \$500 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Scott Soccer Field	\$300 per hour or \$1200 per day, plus custodial at current rate (if required)	\$300 per hour or \$1200 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate

Community Use of School Facilities**SCHEDULE OF FEES FOR FACILITY USE (CONTINUED)**

Category 4 Private Citizen Use/Non-Profit Groups – (not student related)	2 Hour Minimum	2 Hour Minimum
MS Football Fields	\$300 per hour or \$1200 per day, plus custodial at current rate (if required).	\$300 per hour or \$1200 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate.
HS Football Fields or Indoor Turf Field	\$500 per hour or \$2000 per day, plus custodial at current rate (if required)	\$500 per hour or \$2000 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate.
HS Baseball and Softball Fields	\$400 per hour or \$1500 per day, plus custodial at current rate (if required)	\$400 per hour or \$1500 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate
KCSD Pool	\$30 per lane and \$40 per board per swim/dive practice, \$300 per hour for swim/dive meet, plus life guard and custodial at current rate (if required)	\$30 per lane and \$40 per board per hour for swim/dive practice, \$300 per hour for swim/dive meet, plus life guard and custodial at current rate (if required) and district supervisor per hour at current rate
Category 5 Commercial Users/For Profit Groups (Supt. approval required)	2 Hour Minimum	2 Hour Minimum
Elem. Gymnasiums	\$200 per hour or \$600 per day plus custodial at current rate (if required)	\$200 per hour or \$600 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate
MS and RR Gymnasiums	\$250 per hour or \$1000 per day plus custodial at current rate (if required)	\$250 per hour or \$1000 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate
HS Gymnasiums	\$300 per hour or \$1200 per day plus custodial at current rate (if required)	\$300 per hour or \$1200 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate
All Cafeterias	\$200 per hour or \$600 per day plus custodial at current rate (if required)	\$200 per hour or \$600 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate
All Multi-Purpose Rooms	\$200 per hour or \$800 per day plus custodial at current rate (if required)	\$200 per hour or \$800 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate

Community Use of School Facilities**SCHEDULE OF FEES FOR FACILITY USE (CONTINUED)**

Category 5 Commercial Users/For Profit Groups (Supt. approval required)	2 Hour Minimum	2 Hour Minimum
HS Auditoriums	\$300 per hour or \$1000 per day, plus custodial at current rate (if required)	\$300 per hour or \$1000 per day, plus custodial at current rate (if required) and district supervisor per hour at current rate
Classroom	\$100 per hour or \$400 per day, plus \$15 per hour for lights (if required), plus custodial at current rate (if required)	\$100 per hour or \$400 per day, plus \$15 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Media Center	\$200 per hour or \$600 per day plus custodial at current rate (if required)	\$200 per hour or \$600 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
Practice Field	\$200 per hour or \$700 per day plus custodial at current rate (if required)	\$200 per hour or \$700 per day plus custodial at current rate (if required) and district supervisor per hour at current rate (if required)
MS Football Fields	\$400 per hour or \$1,500 per day, plus custodial at current rate (if required)	\$400 per hour or \$1,500 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate.
HS Football Fields or Indoor Turf Field	\$600 per hour or \$2,400 per day, plus custodial at current rate (if required)	\$600 per hour or \$2,400 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate
HS Baseball and Softball Fields	\$400 per hour or \$1,500 per day, plus custodial at current rate (if required)	\$400 per hour or \$1,500 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate
Scott Soccer Field	\$400 per hour or \$1,500 per day, plus custodial at current rate (if required)	\$400 per hour or \$1,500 per day, plus \$50 per hour for lights (if required), plus custodial at current rate (if required) and district supervisor per hour at current rate
KCSD Pool	\$35 per lane and \$45 per board per hour for swim/dive practice, \$400 per hour for swim/dive meet, plus life guard and custodial at current rate (if required)	\$35 per lane and \$45 per board per hour for swim/dive practice, \$400 per hour for swim/dive meet, plus life guard and custodial at current rate (if required) and district supervisor per hour at current rate

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 **Learning Grove, Inc.** hereinafter referred to as “user” of the school facilities hereinafter described. The user is a: (Check One): _____ profit organization ___X___ non-profit organization/FEIN # **31-0910787**

Category of user (1-5) ___4___ (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: **Learning Grove, Inc. will utilize one (1) classroom space for the purpose of hosting a preschool age educational program for children residing in the KCSD area** at the following times and dates: **Monday through Friday from 7:00 AM – 5:00 PM** 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, unless otherwise approved by the Superintendent/designee.
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: _____ N/A _____ per hr. (min 2 hours) Rental fee total: _____ 0 _____

Custodial fee: _____ N/A _____ per hr. (min 2 hours) Custodial fee total: _____ 0 _____

Supervisory fee: _____ N/A _____ per hr. (min 2 hours) Supervisory fee total: _____ 0 _____

Equipment fee: _____ N/A _____ Equipment fee total: _____ 0 _____

Other fees: _____ N/A _____ Other fees total: _____ 0 _____

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: _____ 0.00 _____ **Deposit:** _____ N/A _____

Checks are payable to Kenton County Board of Education

Supervision/Custodial Support Details: Supervision and custodial requirements will be the responsibility of the Learning Grove Inc. staff, with building support at the discretion of the River Ridge administration and staff.

Misc. Considerations: None



LEARGR-R01

KROBBINS

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/20/2025

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 BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or 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 Houchens Insurance Group 2734 Chancellor Dr, Suite 301 Crestview Hills, KY 41017	CONTACT NAME: Eileen Kunzelman	
	PHONE (A/C, No, Ext): (859) 426-4530 4530 FAX (A/C, No): (859) 426-4530	
	E-MAIL ADDRESS: ekunzelman@higusa.com	
INSURED Learning Grove, Inc 333 Madison Ave. Covington, KY 41011	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Selective Insurance Company of America	12572
	INSURER B : Selective Insurance Company of South Carolina	19259
	INSURER C : Cincinnati Specialty Underwriters Insurance Company	13037
	INSURER D : ClearPath Specialty	16273
	INSURER E :	
	INSURER F :	

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Ohio Stop Gap- \$1,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:			\$2058245	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 EMP BEN AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			\$2058245	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CSU0223367	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	WC10982556	4/19/2024	4/19/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

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

CERTIFICATE HOLDER

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

Kenton County Board of Education
1055 Eaton Drive
Ft. Wright, KY 41017