



LAMMERSVILLE
Unified School District

Dr. Kirk Nicholas
Superintendent

Governing Board Members
Mr. Matthew D. Balzarini, President – Mr. David Pombo, Clerk
Mr. Colin Clements – Ms. Sharon Lampel – Mr. Shane Nielson

Committee Meeting Agenda

District Office, Board Room
111 S. De Anza Blvd., Mountain House, CA 95391
January 26, 2015
6:30 P.M. – Facilities Use Committee Meeting

- I. Call to order at _____ P.M.
- II. Appoint Community Committee Members (Chair)
 - A. Corey Strock
 - B. Airika Smith-Payne
- III. Facility Use Update
- IV. Facility Use Handbook Update
- V. Finance Report
- VI. Action Items
 - A. American Cancer Society, June 20, 2015 Facility Use Request
Approved: _____ Not Approved: _____
- VII. Discussion Items
 - A. Mountain House Little League In-Kind Services
- VIII. Future Agenda Topics and Meeting Dates
- IX. Receiving of Public Comments
- X. Adjournment of the Facilities Use Committee Meeting of the Lammersville Unified School District,
January 26, 2015 at _____ P.M.

AMERICAN WITH DISABILITIES COMPLIANCE NOTICE: In compliance with the Americans with Disabilities Act, those requiring special assistance to access the Board of Trustees meeting room, to access written documents being discussed at the Board meeting, or to otherwise participate at Board meetings, please contact Mrs. Noel Balzarini at (209) 836-7400. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Board meeting and to provide any required accommodation, auxiliary aids or services. DOCUMENT AVAILABILITY: Documents provided to a majority of the Governing Board regarding an open session item on this agenda, including documents distributed to the Board less than 72 hours in advance of a board meeting are available for public inspection at the front desk of the District offices located at 111 S. De Anza Blvd., Mountain House, CA 95391 during normal business hours.



Application & Agreement for School Facilities Use

LAMMERSVILLE

COPY

Page 1 – Requestor Completes and Signs

Unified School District

Attention: This application must include the following items (1-5 below), or the application will be returned to the school site unapproved:

1. Application & Agreement for School Facilities form
2. Current Proof of Insurance (must cover facility use period)
3. Fee (\$200 deposit, usage fee, custodial fee, or any other charges as required)
4. *Non-Profits – Must submit Certification from I.R.S. verifying compliance to Code Section 501c (iii)
5. Complete schedule of facility use (include dates, hours, which facility areas requested)

NOTE: The application for facilities use may be denied or cancelled by the District Office for any reason and at any time (examples: unpaid fees, schedule conflicts, lack of insurance, incomplete application, inappropriate use, or damage to the facility, etc.) as determined by the District Office. Unused fees/charges will be refunded. Cancellations or change requests after District Office approval must be submitted in writing to the District Office at least five (5) business days prior to the scheduled event for consideration for refund of any fees paid.

The requesting organization must complete the following section and submit to the respective school site secretary for pre-review of site availability, application completeness, and all required documents are attached prior to submittal to the District Office for review and approval.

NO CHECKS ACCEPTED – MONEY ORDER OR CASHIER'S CHECK ONLY. Any charges incurred after the event will be deducted from the \$200 deposit.

Requested School Site: WICKLUND		Reason for Use: RELAY FOR LIFE MOUNTAIN HOUSE		
Facility Requested	<input type="checkbox"/> Multiuse Room <input checked="" type="checkbox"/> Kitchen *	<input type="checkbox"/> Gymnasium <input type="checkbox"/> Baseball Field	<input type="checkbox"/> Library <input type="checkbox"/> Fields/General	<input checked="" type="checkbox"/> Classroom (for Banking needs) <input checked="" type="checkbox"/> Other: QUAD + REST ROOMS
Date Requested (if multiple, supply schedule)	JUNE 20	Time Requested	Beginning: 8 AM	Ending: 11 PM
Organization's Name: Must match Org on Certificate of Insurance		AMERICAN CANCER SOCIETY (RELAY FOR LIFE)		
Organization's Contact Person's Name:		DAVID PAMBO / KARLA SINNOCK		
Contact Phone:	209-329-4964 / 209-941-2677	Contact E-mail:	david_pambo@yahoo.com / KARLA.SINNOCK@CANCER.org	
Organization's Address:		City, State, Zip		

SUBJECT TO THE FOLLOWING CONDITIONS: *SHORT TERM STORAGE*

1. Contract may be canceled at any time prior to the use should facilities be required for district purposes.
2. Lessee shall be responsible for any damage to the district premises, furniture, or equipment, because of occupancy of said premises by Lessee.
3. Certificate of insurance verification required of all users except those identified in Class IA/Lammersville School District named 2nd insured – Minimum \$1,000,000 General Liability.
4. Lessee shall abide by and enforce the rules, regulations and policies of the Lammersville School District governing the use of the district facilities.
5. Lessee agrees to hold the Lammersville School District, its Governing Board, the individual members thereof, and all District officers, agents and employees free and harmless from any loss, damages, liability, cost or expense that may arise during be caused in any way by such use or occupancy of school property.

The use of district facilities is subject to all of the terms and conditions including the rules and regulations governing the facilities, imposed by the lessor, and in addition, lessee agrees to guarantee the lessor against all loss or damages to the premises or to building or to the fittings or furnishings thereof during the time that said facilities used or are under control of the lessee. In this respect, the lessee agrees to furnish liability or other insurance for the protection of the public and the lessor as the lessee may require. Such insurance shall name Lammersville School District as an additional insured. Said insurance shall provide primary coverage regardless of other policies lessor may have, and shall state that the same may not be altered or canceled to lessor's detriment without ten days prior notice to lessor. Lessee agrees to provide lessor in advance of occupancy with certificates showing such insurance to be in force. The District has the right to cancel this agreement at any time.

DATE **12/15** ORGANIZATION SIGNATURE **Via Phone Reservation (Lori Robertson)**