ASHLAND CITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Monday, January 27, 2025 – 5:30 p.m.
Ashland City School District Administrative Offices
Samaritan Hospital Foundation Conference Room
1407 Claremont Avenue
Ashland, Ohio 44805

I. ROLL CALL

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

II. PLEDGE OF ALLEGIANCE

- **Led by Ashland High School Senior, Sadie Mills.**

III. APPROVAL OF AGENDA

A. Motion to approve the agenda as presented

OR

B. Motion to approve the agenda with addendum items presented

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

IV. COMMENTS/QUESTIONS – (On agenda items only.)

A. Public

V. SUPERINTENDENT'S REPORT

A. Recognition of:

- Students of the Month

AHS –	Ayla Fisher	9th Grade
	Eric Cao	10th Grade
	Francesca Rupsis	11th Grade
	Sadie Mills	12th Grade
AMS –	Dylan Martinez Pinero	7th Grade
	Garrett Burns	8th Grade
Taft –	Will Jackson	5th Grade – Mrs. Krieger
		5th Grade – Mrs. Oberholtzer
Edison –	Ryden Kurtz	3rd Grade – Mrs. Paulino
Reagan –	Ruth Robey	2nd Grade – Mrs. Anderson

- Support Staff Member of the Month – Basil Solomon
- Certified Staff Member of the Month – Ryan Stackhouse

B. State of the Schools Recap

C. Final Forms Reminder – Opt-in for Transportation for the 2025-2026 School Year

D. Reduction in Force Discussion

E. Other

VI. FINANCIAL/BUSINESS REPORT

A Treasurer's Consent Calendar

Note: Items under the Treasurer's Consent Calendar are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or removed from the calendar for separate action.

The Treasurer recommends the following actions:

1. Financial Report

   Approval of the Financial Reports (December 2024) as presented.

2. Minutes

   Approval of the minutes of the following Board meeting(s) as presented by the Treasurer:

Regular Meeting	December 16, 2024
Organizational Meeting	January 6, 2025

3. Items Removed for Separate Consideration

   _____

   _____

   _____

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

VII. NEW BUSINESS

A. Superintendent's Consent Calendar

Note: Items under the consent calendar are considered routine and will be enacted under one motion. There will be no separate discussion of these items prior to the time the Board votes unless a Board member requests an item be clarified or removed from the calendar for separate action.

The Superintendent recommends the following actions:

1. Certificated/Licensed Personnel

   Approve the personnel and/or contract recommendations detailed in the exhibit items listed below as per the dates, terms and other applicable specified conditions and pending completion of all state, local and district requirements.

   a. Certificated Retirements (EXHIBIT A)

   b. Resignation of Supplemental Duty Contract for the 2024-2025 School Year (EXHIBIT A)

   c. Supplemental Duty Contracts for the 2024-2025 School Year (EXHIBIT A)

   d. Substitute Teachers/Home Instructors for the 2024-2025 School Year (EXHIBIT A)

   e. Science of Reading Stipend (EXHIBIT A)

   f. Volunteer for the 2024-2025 School Year (EXHIBIT A)

2. Support Staff

   Approve the personnel and/or contract recommendations detailed in the exhibit items listed below as per the dates, terms and other applicable conditions specified and pending completion of all state, local and district requirements.

   a. Classified New Hires (EXHIBIT B)

   b. Classified Substitutes for the 2024-2025 School Year (EXHIBIT B)

   c. Special Duty Contracts for the 2024-2025 School Year (EXHIBIT B)

   d. Volunteers for the 2024-2025 School Year (EXHIBIT B)

3. Program/Other

a. Adopt the Ashland High School Program of Studies for the 2025-2026 school year.

b. Approve an out-of-state trip for World Culture – June 9-19, 2025 to Ireland, Scotland, Wales and England.

c. Approve an out-of-state trip for Spanish and/or Life Science – March 28–April 7, 2026 to Ecuador and the Galapagos Islands.

d. Approve an updated Facility Use Guidelines and associated rental fees for the Ashland City School District, effective February 1, 2025. (EXHIBIT C)

e. Approve work completed by event technicians to be compensated at $30.00 per hour, effective February 1, 2025.

4. Items Removed for Separate Consideration

_____

_____

_____

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

B. MOU with OAPSE

The Superintendent recommends approving an MOU with OAPSE.

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

VIII. COMMENTS/QUESTIONS – (On agenda and non-agenda items.)

A. Public

B. Board Members

IX. EXECUTIVE SESSION

Whereas, as a public board of education may hold a executive session only after a majority of a quorum of this board determines by a roll call vote to hold such a session and only at a regular or special meeting for the sole purpose of the consideration of any of the following matters:

A. To consider one or more, as applicable, of the checkmarked items with respect to a public employee or official:

1. ____ Appointment.
2. _X_ Employment
3. ____ Dismissal
4. ____ Discipline
5. ____ Promotion
6. ____ Demotion
7. ____ Compensation
8. ____ Investigation of charges/complaints (unless public hearing requested).

B. To consider the purchase of property for the public purposes or for the sale of property at competitive bidding.

C. Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

D. Preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment.

E. Matters required to be kept confidential by federal law or rules or state statutes.

F. Specialized details of security arrangements where disclosure of the matters discussed might reveal information that could be used for the purpose of committing or avoid prosecution for a violation of the law.

Now, therefore, be it resolved, that the Ashland City School Board of Education, by a majority of the quorum present at this meeting, does hereby declare its intention to hold an executive session on item(s) __**A2, D, E**____ as listed above.

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

X. ADJOURNMENT

MOTION _____ SECOND _____

_____	_____	_____	_____	_____
Mrs. Deppert	Mrs. Mowry	Mr. Hart	Mr. Summers	Mr. Teevan

Carried _____ Failed _____ _____ to _____

IMPORTANT DATES

BOE Work Session	February 10, 2025	5:30 p.m.	Adm. Offices
BOE Regular Meeting	February 24, 2025	5:30 p.m.	Adm. Offices
BOE Work Session	March 10, 2025	5:30 p.m.	Adm. Offices
BOE Regular Meeting	March 24, 2025	5:30 p.m.	Adm. Offices

Certificated/Licensed Staff Recommendations

January 27, 2025

EXHIBIT A

CERTIFICATED RETIREMENTS								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Ebert	Karen	Music Teacher	AMS				Effective at the end of the 2024-2025 school year.
1/27/2025	Lambert	Brenda Jill	Small Group Instructor	Taft				Effective at the end of the 2024-2025 school year.
1/27/2025	Robertson	Caroline	Math Teacher	AMS				Effective at the end of the 2024-2025 school year.
1/27/2025	Rogers	Kimberly	Business Teacher	AHS				Effective at the end of the 2024-2025 school year.
1/27/2025	Tilton	Trudi	Librarian	AMS				Effective at the end of the 2024-2025 school year.
1/27/2025	Valentine	Amy	Math Teacher	AMS				Effective at the end of the 2024-2025 school year.
1/27/2025	Walter	Jon	Assistant Principal	AHS				Effective at the end of the 2024-2025 school year.

SUPPLEMENTAL DUTY CONTRACT RESIGNATION FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Thomas	Juliet	Panorama Advisor	AHS				Updated prorated amount to be paid is $1,050.83

SUPPLEMENTAL DUTY CONTRACTS FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Haldeman	Amber	Asst. Varsity Softball Coach	AHS	$3,090.69	2	1	
1/27/2025	Hennis	Brian	Asst. Boys' Track Coach	AHS	$3,777.51	6+	3	
1/27/2025	LeVeck	Sarah	Asst. Girls' Track Coach	AHS	$3,777.51	6+	3	
1/27/2025	Long	Taylor	Head Boys' Tennis Coach	AHS	$4,464.33	6+	3	
1/27/2025	Stackhouse	Ryan	Head Boys' Track Coach	AHS	$5,837.97	6+	3	
1/27/2025	VanHorn	Michelle	Head Softball Coach	AHS	$5,837.97	6	3	
1/27/2025	Brean	Patrick	Head Boys' Track Coach	AMS	$2,747.28	6+	3	

SUBSTITUTE TEACHERS/HOME INSTRUCTORS FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Bivens	Barbara	Substitute Teacher/Home Instructor	NA	$110.00/day	na	na	

EXHIBIT A

1/27/2025	Campbell	Kaden	Substitute Teacher/Home Instructor	NA	$110.00/day	na	na	
1/27/2025	McNulty	Daniel	Substitute Teacher/Home Instructor	NA	$110.00/day	na	na	
1/27/2025	Steury	Mariah	Substitute Teacher/Home Instructor	NA	$110.00/day	na	na	
1/27/2025	Wells	Lydia	Substitute Teacher/Home Instructor	NA	$110.00/day	na	na	
	SCIENCE OF READING STIPENDS							
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Hartzler	Courtney		AHS	$1,200.00	na	na	
1/27/2025	Bohland	Robin Sue		Taft	$1,200.00	na	na	
1/27/2025	Baker	Brian		AHS	$400.00	na	na	
1/27/2025	Hennis	Brian		AHS	$400.00	na	na	
1/27/2025	Benway	Charles		AHS	$400.00	na	na	
1/27/2025	Estvanic	Michael		AHS	$400.00	na	na	
1/27/2025	Snyder	Shana		AHS	$400.00	na	na	
1/27/2025	Duncan	Kristen		AHS	$400.00	na	na	
1/27/2025	Oberholtzer	Claire		Taft	$1,200.00	na	na	
1/27/2025	Hynek	Emily		Reagan	$1,200.00	na	na	
	VOLUNTEER FOR THE 2024-2025 SCHOOL YEAR							
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Goings	Jason	Boys' Track	AHS				

Classified/Support Staff Recommendations
January 27, 2025

EXHIBIT B

CLASSIFIED NEW HIRES								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Kitchen	Kaitlin	General Custodian II, Level 3	Central Office	$ 15.70			Effective January 6, 2025
1/27/2025	Cotton	Haley	Paraprofessional II-Noon Duty	Edison	$ 13.70			Effective January 13, 2025
1/27/2025	Zehner	Shawn	General Custodian II, Level 3	AHS	$ 15.70			Effective January 21, 2025

CLASSIFIED SUBSTITUTES FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Valentine	Scott	Sub	All				
1/27/2025	Henry	Craig	Sub	All				
1/27/2025	Bivens	Barbara	Sub	All				
1/27/2025	Martin	Brett	Sub	All				

SPECIAL DUTY CONTRACTS FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Bardy	Bill	Boys' and Girls' Vault Coach	AHS	$3,777.51	6+	3	
1/27/2025	Beer	Alex (AJ)	Asst. Varsity Baseball Coach	AHS	$3,434.10	5	2	
1/27/2025	Dew	Justin	Freshman Baseball Coach	AHS	$2,747.28	3	2	
1/27/2025	Goings	Kamrin	Asst. Boys' Track Coach	AHS	$3,434.10	3	2	
1/27/2025	Gough	Rick	Head Baseball Coach	AHS	$5,837.97	6+	3	
1/27/2025	Johnson	Cameron	Asst. Boys' Track Coach	AHS	$3,434.10	4	2	
1/27/2025	Long	Will	Asst. Boys' Tennis Coach	AHS	$2,747.28	6	3	
1/27/2025	Markham	Missy	Freshman Softball Coach	AHS	$2,403.87	1	1	
1/27/2025	Obrecht	Robbie	Asst. Varsity Baseball Coach	AHS	$3,777.51	6+	3	
1/27/2025	Rader	Jim	Asst. Varsity Softball Coach	AHS	$3,777.51	6+	3	
1/27/2025	Schaefer	Erin	Asst. Girls' Track Coach	AHS	$3,777.51	6+	3	
1/27/2025	Walter	Gail	Head Girls' Track Coach	AHS	$5,837.97	6+	3	
1/27/2025	Zirkle	Andrew	Asst. Girls' Track Coach	AHS	$3,434.10	4	2	
1/27/2025	Bechtol	Steve	Asst. Girls' Track Coach	AMS	$1,888.76	3	2	
1/27/2025	Leach	Brayden	Asst. Boys' Track Coach	AMS	$1,545.35	1	1	
1/27/2025	McQuillen	Jessica	Head Girls' Track Coach	AMS	$2,060.46	2	1	
1/27/2025	Moore	Michael	Asst. Girls' Track Coach	AMS	$2,232.17	6+	3	
1/27/2025	Moricca	Grace	Asst. Boys' Track Coach	AMS	$1,545.35	2	1	

EXHIBIT B

VOLUNTEERS FOR THE 2024-2025 SCHOOL YEAR								
BOE	Last Name	First Name	Position	Building	Pay Rate	Year	Step	Notes
1/27/2025	Bunce	Larry	Baseball	AHS				
1/27/2025	Schmidt	Chris	Baseball	AHS				
1/27/2025	Hoffman	Kyle	Softball	AHS				
1/27/2025	Lemke	Kaitlin	Softball	AHS				
1/27/2025	Marker-Kirk	Jen	Softball	AHS				
1/27/2025	Bechtol	Steve	Boys' Track	AHS				
1/27/2025	Reef	Owen	Boys' Track	AHS				
1/27/2025	Friesen	Tara	Girls' Track	AHS				
1/27/2025	Dodson	Jamie	Wrestling	AHS				

Ashland City Schools Facility Use Guidelines

Ashland, Ohio

Effective February 1, 2025
Revised January 27, 2025

Ashland City Schools welcomes the use of school facilities by the community. We recognize that the primary purpose of school facilities is to educate our children and provide extracurricular opportunities for our students. When the facilities are not in use for school functions, they are available for the community to use. Programs and activities must be of a nature suitable for a public school, must be lawful, and must conform to all the policies of the District.

Permission to use facilities shall be allowed at the discretion of the District and will be given with the understanding that the user assumes full financial responsibility and liability for actions of attendees, care of equipment, and protection of school property. The district reserves the right to deny or withdraw facility use privileges at any time.

Application Process and Payment Schedule

To apply for use of Ashland City Schools facilities, complete the Facility Use Application Form at the end of this packet and send it to the building principal or designee. Applications will be reviewed by the building principal or designee and approved by the Business Manager. The business manager will provide an estimated rental fee.

Requests generally must be received at least two weeks prior to the event. Non-school events occurring during the school year will only be scheduled after the school calendar is set.

The Certificate of Insurance (if required) is due two weeks prior to the event. See *Liability and Insurance* on page 3.

Usually, no fees are due with the rental application. The Actual Rental Fee will be calculated after the event and an invoice provided. Payment is due within 15 days. However, the following fees may be due in advance:

- If school facilities are being reserved for a Rain Site, then a $100 fee is due with the rental application. Refer to *Cancellation Policy* on page 4.
- The school may require a deposit or pre-payment of rental fees when the school has upfront costs related to the event.

Make checks payable to Ashland City Schools.

Mailing address: PO Box 160, Ashland OH 44805

Office address: 1407 Claremont Ave., Ashland OH 44805

For questions, contact the Business Office at 419-289-1117.

Rules for Facility Use

Groups are permitted to use the facilities specified on the Facility Use Application Form during the approved dates and hours only. The user is not entitled to use areas or equipment not specifically requested and approved.

The use of one microphone, a projector, and podium is included when the room is already equipped with these items.

A school technician will be required to be on duty at an additional expense if any of the following will be used: additional sound equipment, custom lighting, additional projectors, school-owned computer, piano, risers, shells, rigging, or any additional equipment that is not normally in the room being rented. Fees also apply if the group requires technical support. Refer to the *Staff and Services Fee Schedule* on page 6.

Guest internet access is available in all school buildings at no additional charge. This is an open network with no encryption, and the school internet filter applies. Groups requiring encrypted connections, internet filter modifications, or use of school computers must make arrangements in advance. The Technology Support fee will apply.

The following activities are prohibited:

- Private parties, family reunions
- Political fundraising
- Games of chance, lotteries, or other activities classified as gambling
- Any activity which is unlawful or prohibited by Board Policy

Private lessons or tutoring can be conducted with permission from the building principal. The classroom rental fee applies.

Any activity that promotes commercial gains must be approved by the Board of Education.

Baseball bats, hardballs, softballs, and other hard batted or thrown objects are prohibited from use in school buildings.

Food and drink items must be approved by the Building Principal. Serving food or drink may increase the number of custodial hours required. Any use of a school kitchen will require that a member of the school cafeteria staff be on duty at user expense to supervise the kitchen.

The following are prohibited: smoking, vaping, firearms, alcoholic beverages, candles, open flames, fireworks, explosives, and flammable liquids. (Exception: Fireworks are permitted for Ashland Rotary Independence Day under the supervision of a licensed technician.)

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. Spectators must never stand or sit to block exits, aisle ways, or stairways. Facility capacities, as determined by the fire marshal, shall be observed.

Only district personnel may move or direct movement of equipment, furniture, etc. Groups are expected to return all rooms and furniture to the condition and arrangements in which they were found.

Decorating plans must be approved by the building administrator five days prior to the event. Only decoration material acceptable to the local fire department shall be used. Decorations shall be removed immediately after the event.

Do not disturb any messages that may appear on whiteboards or chalkboards.

Only in the case of an emergency are offices to be opened and/or telephones used. Groups are requested to use their cellular telephones.

A school employee is required to be present when the building is open unless a specific exception is granted by the Business Manager.

All activities must be under competent adult supervision approved by the District. The designated person responsible for the event must be at least 21 years of age. Children attending the event must be supervised by an adult at all times. This includes trips to the restroom and drinking fountain. User groups must take reasonable steps to ensure orderly behavior and will be required to provide school-approved security personnel at their expense if deemed necessary by the administration.

Users will be responsible for paying for all damage resulting from 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 damage shall be determined by the building principal and approved by the Business Manager, 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 applicant must have the approved Facility Use Application in their possession at the event.

Representatives who have been granted permission to use facilities shall not reassign, transfer, sublet, or charge a fee to others for use of the school property without getting permission from the District in advance.

The Board of Education has adopted policy number 7510, "Use of District Facilities", to establish the requirements for outside groups to use school facilities. Board Policy is available online at www.ashlandcityschools.org.

Liability and Insurance

Proof of insurance is required for the following types of events:

- All events which could have more than 500 people present
- Use of the Archer Auditorium stage rigging
- Insurance may also be required for other events at the District's discretion.

The Insurance Certificate shall be a Proof of Liability/Personal Injury/Bodily Injury and Property Damage Insurance Certificate in the amount of at least $1,000,000 property liability insurance, and having the Ashland City School District named as "an additional insured" on the policy. The user is responsible for getting the insurance.

A copy of the Insurance Certificate is due at least two weeks prior to the event. Failure to present proof of insurance voids all facility use permits, and events without the proper insurance on file will be cancelled.

The District will not be responsible for any loss of valuables or personal property.

All users must agree to hold harmless the District and its agents and employees from and against all claims, damages, losses, and expenses including attorney fees arising out of or resulting from applicant's use of District facilities. A Hold Harmless statement will accompany the signed application form/contract.

Cancellation Policy

Notification of cancellation less than 48 hours before the scheduled time of use will result in the full rental fee being charged including staff/services fees for work already performed. All cancellations must be in writing.

Rain Site policy: A $100 fee is required to reserve school facilities as a Rain Site. This gives the user the option to cancel the facility use with four hours' notice without the full rental fee being charged. The $100 fee is due with the rental application and will not be refunded if the event is not held at the school. If the event does take place at the school, a $100 credit will be applied toward the final invoice.

School events may override any previously requested reserved space. The District will do everything possible to accommodate your group when this occurs with as much notice as possible.

If the district is closed due to inclement weather or any other unexpected reason, every effort will be made to reschedule the event at a mutually agreeable date and time. If this is not possible, a full refund will be given.

Clarifications for High School Auditorium & Gym Rentals

The Archer Auditorium rental fee includes the use of Archer Auditorium, auditorium lobby, lobby commons, restrooms, and the two dressing rooms next to the auditorium. Food and drink are not permitted in the auditorium or the carpeted section of the lobby. Groups serving food or drink may utilize the lobby commons or other spaces.

The Little Theater rental fee includes the use of the Little Theater, lobby commons, restrooms, and the two dressing rooms located by Archer Auditorium. The carpeted lobby in front of Archer Auditorium is not included.

The high school gymnasium rental fee includes use of the lobby commons and locker rooms. Use of the concession stand is not included.

The high school lobby commons is a shared space, and exclusive use is not guaranteed. Communicate with the school about other events that may be scheduled at the same time.

Piano tuning is at the user's expense. The piano tuner must be approved by the auditorium manager.

Facility Rental Fee Schedule

This page lists the fees for renting various school facilities. This does not include any staff and services fees that may apply; refer to the next page. Prices shown are per day unless otherwise noted. The following discounts apply:

- 25% discount for local groups located within Ashland City School District.
- 25% discount for non-profit groups with 501(c)(3) status.
- 50% discount for groups that are both local and non-profit.

Facility rental fees are waived for Ashland City Schools activities, school sponsored events, local government official business, public discussions of public questions and issues (see Board Policy 7510) and other K-12 public schools.

High School

Gymnasium $300

Robert M. & Janet L. Archer Auditorium
- 1 day $750
- Additional consecutive day with audience $400
- Additional consecutive day with no audience $150

Little Theater
- 1 day $500
- Additional consecutive day $200
- With Archer Auditorium rental $90

Lobby Commons $100
- With Archer Auditorium, Little Theater, or gymnasium rental ..... free

Kiva (Library) $150

Cafeteria $150

Kitchen $200

Band room or choir room ..... $100 each

Classrooms ..... $50 each

Parking lot as standalone rental $200

Administrative Offices

Samaritan Foundation Conference Room
- If no food is served $50
- If food is served $75

Stadium, Field House, Athletic Fields

Community Stadium
- Field & track only, no spectators ... $200
- Field, track and grandstand $600
- Use of stadium lights, add: $100

Community room
- Full football game rental $1,000
- Non-football game rental $300

Keith Wygant Memorial Field House
- One basketball/volleyball court $100
- Entire gym $300

Baseball field $300

Athletic field (grass) $100
- Striping ..... current time & materials rate

Concession stand ..... $200 each

Elementary and Middle School

Middle school or Reagan gym $200

Edison or Taft gym $100

Cafeteria $100

Cafetorium and stage $300

Kitchen $200

Classrooms ..... $50 each

Edison, Reagan, or Taft library $100

Middle school library $200

Custodian and technician fees are additional. See page 6 for rates.

Staff and Services Fee Schedule

Custodian fee: $40/hour.

- Custodian fee applies for events held outside normal custodian working hours.
- When the event is during normal custodian working hours, the fee is waived if the custodian is pulled away from normal duties for one hour or less.
- Custodian fee will be charged during regular hours if more than one hour of custodial setup and/or cleanup is necessary.

Event technician: $40/hour per technician. Fee waived for Ashland City Schools groups.

Technology support for use of school equipment: $40/hour

Scoreboard technician: $20/hour

Kitchen staff overtime: $40/hour

Raising or lowering the orchestra pit cover: $500

During periods of inclement weather, the district may charge a fee for snow removal if the event is held during non-school operating hours.

Custodian Fee requirements for Ashland City Schools groups:

- The custodian fee is waived if no admission is charged and no fundraising takes place.
- School groups are responsible for custodial overtime if the group collects any money at the event and the event takes place outside normal custodian working hours.

Discounts do not apply to staff and services fees unless otherwise noted.

Ashland City Schools

Ashland, Ohio

Facility Use Application Form

Instructions: Complete the application on this page, then sign the rental contract on the following page. Return both pages to the school.

Organization Name _____

Description of Event _____

Applicant Name _____ Date of Application _____

Email _____ Phone _____

Billing Address _____

Group Classification(s): ☐ School related ☐ Local ☐ Non-profit 501(c)(3) ☐ Other

Supervising Adult present at event _____ Phone _____

Building Requested: _____

Date(s) of use:

Date	Arrive Time	Depart Time	Room(s) Requested	Estimated attendance:	
				Participants	Audience

Food served: ☐ Yes ☐ No

Equipment needs: _____

Rental Contract

By signing this form, I am agreeing to rent Ashland City Schools facilities as described on the previous page. I agree to the payment of the fees as described in the Facility Use Guidelines. I certify that I have read the District Facility Use Policy. I agree to strictly observe these guidelines, and I accept responsibility for enforcing them.

I agree to protect the premises and indemnify the District for any damage due to the occupancy of the building covered by this permit. As user, I agree to assume full responsibility for injury to persons and damage to property during the time facilities are used under this agreement. If required, I am responsible for providing proof of insurance as specified in the attached Facility Use Guidelines.

In consideration of the use of the room or facility reference in this form, the organization named on the form, for itself and on behalf of its individual members and guests, hereby expressly relieves and discharges the District, its Board, officers, agents, and employees, from any and all liability for any loss, injury, or damage to persons or property that may be sustained by reason of the use or occupancy of the room or facility use hereunder and the lobbies, corridors, parking lots, and any other parts of the School District premises, and waives any claim which it or they may have against the School District, officers, agents, and employees by reason of any such loss, injury, or damage. Further, said organization, for itself and on behalf of its individual members and guests, hereby agree to indemnify and save harmless the District, its Board, officers, agents, and employees from and against any and all claims of loss, injury, or damage to persons or property arising out of the use or occupancy of the room or facility used thereunder and the lobbies, corridors, parking lots, and other parts of the School District Premises.

I understand and agree that this permit may be revoked or cancelled at any time, with or without cause, and that in the event of such revocation or cancellation, there shall be no claim or right to damages or reimbursement on account of any loss, damages, or rights of action directly or indirectly growing out of the use of the premises covered by this permit.

Applicant Signature Date

Rental Fees (to be completed by school)

	Estimate	Actual
Technician services: $40/hour		
Custodian overtime: $40/hour		
Total		

Building Principal or Designee Date

Auditorium Manager if applicable Date

Business Manager Date