

Meeting Title: <b>Policy Committee Meeting</b>	Meeting Date: <b>Oct. 26, 2016</b>
Meeting Location: <b>KOSD Board Room</b>	Meeting Time: <b>6:30pm</b>
Attendees: Annie Shaw, Matthew Cesario, Dr. Shannon Varley	
Agenda:	
<ol style="list-style-type: none"> <li>1. 828 – Conflicts of Interest</li> <li>2. 707 – Use of School Facilities</li> </ol>	

## **828 – Conflicts of Interest**

- Ready for first reading.
- Ask Solicitor about preparing some kind of summary document to give out to Board members and staff regarding state laws and Board policies on “conflicts of interest”.

## **707 – Use of School Facilities**

- Noted that January through March seem to be the busiest times for school facility usage.
- Create a list of sanctioned groups in each categorical definition for easier reference. Add this responsibility under “delegation of authority”.
- User group classifications are not consistent and need to be re-defined.
- Change lead time minimum to 10 business days versus 14 or 45 calendar days.
- Discussed whether School Dude product has a public page that we could post on the website so people can see when facilities are booked. Possibly this would also allow online booking requests.
- Existing system of certain employees being responsible for specific areas is confusing. Possibly a central booking mechanism would be a better option. At least simplify existing assigned areas.
- Allow for permits to be issue electronically rather than by mail.
- Increase timing to 48 hours- notice before a scheduled event if a group is asked to move.
- Add wording under Scheduling stating that “Indoor facilities will be made available in a way that minimizes costs of support staff.” Strike wording: “In addition, only outdoor facilities shall be available for use on Sunday, except that the middle school and high school indoor facilities will

be available for Sunday use with approval of the building principal, the Director of Athletics and the School Board of Directors.”

- The District may not always cancel if schools are closed due to inclement weather. Change wording to “may cancel”.
- Adjust security deposit to be 20% of the rental fee.
- Strike paragraph at top of page 6. Outlines internal procedures.
- Increase current student to chaperone ratio to 40. Currently set to 20.
- Under prohibited activities, clarify that gambling is permitted if the organization has a small games of chance license.
- Further review of wording is needed for sections “Use of District Owned Equipment” and “Responsibilities of Parties Using District Facilities”.
- Something needs to be added to policy that the District can enter into a usage agreement outside of this policy. This would require Board approval.