



**To:** Dr. Charles Johns  
Board of Education

**From:** Dr. R.J. Gravel

**Date:** Tuesday, October 12, 2021

**Re:** Facility Rental Agreements with Glenbrook Jr. Titans Basketball

**Recommendation**

It is recommended that the Board of Education authorize the administration to enter into facility rental agreements with the Glenbrook Jr. Titans Basketball organization during the winter and spring of the 2021-22 school year.

**Background**

Board Policy 5030 authorizes school facilities to be utilized by outside organizations that are consistent with the purposes of the school, do not interfere with the regular operations of the school, and are of benefit to the district. The policy was recently revised in May 2020 and defined the consideration process for facility rental requests submitted by student activity groups, tax-supported entities, section 501(c)(3), and other community groups.

Most facility rentals come from not-for-profit organizations and tax-supported entities (e.g., elementary school districts, park districts). These requests are considered by the Associate Principals for Administrative Services (for Glenbrook North and Glenbrook South) or the Director of Operations / CSBO (for all other facilities), in collaboration with other administrators and stakeholders. The focus of this consideration process is ensuring that the request falls within the criteria defined within policy and that approval will not disrupt existing programs or the needs of our students and district-sponsored programs.

Last month, we received a request from the Glenbrook Jr. Titans Basketball organization (17 Timber Lane, Northbrook) to utilize gymnasiums and the field house at GBS during the winter and spring months of the 2021-22 school year. The request (attached) includes the use of gyms and the fieldhouse when they are not being used for our high school physical education classes or athletic team activities. The Jr. Titans Basketball program has served as a path for our community's children that aspire to be part of the Glenbrook South basketball program for several years. However, the organization is not presently eligible for rental as it does not "maintain current status pursuant to section 501(c)(3) of the Internal Revenue Code".

After discussing rental eligibility requirements with the organization's leadership, they have agreed to pay the full rental rates for the year, and are asking for an exception to be granted to approve their rental. At this time, I recommend that the Board of Education authorize the administration to enter into facility rental agreements with the organization during the 2021-22 school year.

Board Policy 5030 provides for the use of designated areas of school facilities by the community, when they are not in use by school activities or programs. Organizations interested in requesting facility space at a Glenbrook High School District 225 facility can submit completed requests to the Associate Principal for Administrative Services at Glenbrook North or Glenbrook South, or the Business Services Department at the District Administration Center. All requests will be reviewed and processed in accordance with current Board Policy and Procedures.

Organization Contact Information

Name of Organization: Glenbrook Jr. Titans Basketball
Street Address: 17 Timber Lane
City: NBIC State: IL Zip Code: 60062
Contact Person: Daniel Tuchman
Phone Number: 847-997-0044 E-mail Address: Danny@hifivesports.com

Event Overview

Event Title: Jr. Titans Basketball Season
Description of Event: Practices + Games

Has this event been held at Glenbrook previously? [ ] No [X] Yes, last held: 2019

Space Requested: [ ] Auditorium [ ] Classroom [ ] Cafeteria [X] Gymnasium [ ] Parking Lot
[ ] Other Space(s):

Services Requested:

Date(s) and Time(s) of Event:
Option 1: Gyms/Fieldhouse: Games Sundays - 1/8 - 3/5 (12-7pm)
Option 2: Gyms/Fieldhouse: Team Practices Weeknights 1/8 - 3/5 (6-9pm)
Option 3: Gyms/Fieldhouse: Tryouts Week of 10/11 (flexible times)

Anticipated Attendance:

Admission Price: \$0

On Site Contact Person:

Dan Rodell

Mobile Phone Number:

847-606-9760

Submission

Submission of this facility rental request does not constitute acceptance or approval of this or any rental. Use of facilities for school activities shall always take precedence over use by outside organizations. All facility rental requests will be reviewed in accordance with Board Policy 5030: Community Use of School Facilities. The Board of Education through the administration shall determine suitability of activity, availability of space, and group classification for the purposes of assessing applicable fees.

Organizations will be responsible for the payment of all out-of-pocket expenses, as identified by the administration, for approved rentals. A quotation of estimated expenses will accompany all facility rental contracts. Organizations will also be required to produce an acceptable certificate of liability insurance, prior to the event date. If a certificate of liability insurance is not provided, the District reserves the right to cancel a facility rental agreement.

Requestor (Signature):

[Signature]

Date: 7/20/21