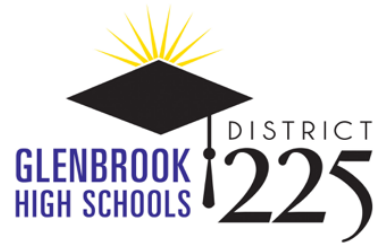


DRAFT



To: Dr. Charles Johns
Board of Education

From: Dr. R.J. Gravel

Date: Monday, April 25, 2022

Re: Facility Rental Agreements with Beber Camp

Recommendation

It is recommended that the Board of Education consider whether to authorize the administration to enter into facility rental agreements with the Beber Camp during the summer 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.

Earlier this month, we received a request from Beber Camp (611 S. Milwaukee Avenue, Libertyville) to use the Glenbrook North parking lot to park buses and luggage trucks when picking up and dropping off campers for summer camp. The request (attached) includes the use of parking lots when they are not being used for our summer school activities. Beber Camp program is a Jewish summer camp located in Mukwonago, Wisconsin that helps kids “learn new life skills, create Jewish identity and make friendships that last a lifetime.” On an annual basis, Beber camp serves approximately 90 campers from the Glenview and Northbrook area. While the school has historically allowed the camp to utilize its parking lots, Beber’s headquarters “do not lie within the district’s boundaries”, nor do “50% of more of the entity’s participants resident within the district’s boundaries”. As a result, this rental requires Board of Education approval.

This is the first rental from an organization that is not based within the district’s boundaries. As a result, the administration is seeking direction from the Board regarding rentals that involve the use of parking lots from organizations such as summer camps.



Facility Rental Request

Revised: September 2019

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: Beber Camp

Street Address: 611 S Milwaukee Ave

City: Libertyville State: IL Zip Code: 60048

Contact Person: Will Jarvis

Phone Number: 262 617 3236 E-mail Address: will@bebercamp.com

Event Overview

Event Title: Camp Camper/Luggage Pick Up/Drop Off

Description of Event: We are looking to use the parking lot to park our buses and luggages trucks to pick up and drop off campers and luggage trucks for our summer camp.

Has this event been held at Glenbrook previously? No Yes, last held: August 2019

Space Requested: Auditorium Classroom Cafeteria Gymnasium Parking Lot
 Other Space(s): _____

Services Requested: _____

Date(s) and Time(s) of Event: Option 1: Please refer to the attached page for dates and times.

Option 2: _____

Option 3: _____

Anticipated Attendance: 150-200 Admission Price: N/A

On Site Contact Person: Will Jarvis Mobile Phone Number: 262 617 3236

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):  Date: 04/06/2022

Dates For GlenBrook North

Please find the dates we are requesting below. I have included times and a reference for them all.

- June 17 (3:30-7:00 PM) - Session 1 Luggage drop off
- June 19 (11:00 AM-12:30 PM) - Camper pick up
- July 3 (12 PM - 1 PM) - Session 1 Rookie Camper Drop Off
- July 15 (9:00 AM-12 PM & 3:30-7:00 PM) - Session 1 Camper & luggage drop off and luggage pick up
- July 17 (11:00 AM-12:30 PM) - Session 2 Camper pick up
- July 31 (12 PM - 1 PM) - Session 2 Rookie Camper Drop Off
- August 12 (9:00 AM-12 PM) - Session 2 Camper & Luggage drop off

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAR 04 2011**

BEBER CAMP PROPERTY INC
C/O STEFAN TEODOSIC
4930 OAKTON ST STE 405
SKOKIE, IL 60077

Employer Identification Number:
27-2025066
DLN:
17053182330000
Contact Person:
SUSAN Y MALONEY ID# 31210
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
September 30
Public Charity Status:
509(a)(2)
Form 990 Required:
Yes
Effective Date of Exemption:
March 2, 2010
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.


Letter 947 (DO/CG)

Sign 2/24/11

BEBER CAMP PROPERTY INC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in black ink, appearing to read "Lois G. Lerner". The signature is fluid and cursive, with the first name "Lois" being particularly prominent.

Lois G. Lerner
Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)