

September 3, 2009

REC'D SEP 09

To Whom It May Concern:

I am writing in hopes of receiving free or reduced facility rental at Parkrose High School for the date of December 19, 2009. I am in my fifteenth season coaching the Parkrose Elite Dance Team. For the past six years, I have been volunteering my time by serving on the Dance & Drill Coaches Association's Board of Directors. I am currently represent the 5A Dance Teams in State of Oregon, and also am the Scholarship Committee Chairperson.

As part of the Scholarship Committee, I have been privileged to award many Dance and Academic Scholarships to outstanding seniors at the OSAA Dance & Drill State Championships held every March. Several Parkrose High School students have very deserved recipients of these scholarships. Every year the DDCA awards close to \$12,000 in scholarships, and this year we are hoping to give even more, with the help of the Parkrose School District.

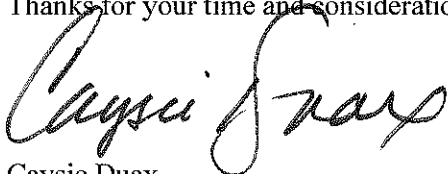
Over the past ten years, the "Elite" Dance Team has hosted a traditional Dance Team competition in February. The competition has been very successful, and has gained the great reputation of being the "best competition" during the year. Our team has benefited greatly from the funds raised during this event that we are able to offset the cost each one of our team members pays to participate in our sport. Part of the success of our competition is a direct result of the Parkrose School Board allowing our team to use the facilities at PHS at no cost. Our team pays for janitorial services only per contract created by Hank Frekke and the previous Facilities Coordinator, Kelly Jones.

With the stellar reputation that our competition has received, The Parkrose Elite Dance Team has been approached by the DDCA to host the first "Fall Category Championships". The intent of the Fall Category Championships is to raise funds to go towards the DDCA Scholarship Fund. This will also work as a fundraiser for the "Elite" Dance Team and potential other athletic programs at PHS. We are hoping to work with the Athletic Boosters, and get them involved with this wonderful opportunity.

I would like to ask the Parkrose School Board to waive the facility fees for the DDCA and the Parkrose Elite Dance Team, to host the Fall Category Championships at Parkrose High School. After checking with Shannon Nguyen, Facilities Coordinator, the date of December 19, 2009 is open. I have asked Shannon to hold the date for us until the end of September. From what I understand the Board will be meeting on September 28, 2009, where I hope this request will become an agenda item, and voted on.

If you need any further information, please feel free to contact me. I look forward to hearing your decision.

Thanks for your time and consideration,



Caysie Duax
DDCA Board of Directors
Parkrose Dance Team
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Parkrose School District 3

Code: KGAB-AR(1)
Adopted: 04/03

FREE/DISCOUNTED FACILITY USE REQUEST FORM (Use this form to qualify an organization for continued free/reduced Facility Use)

In accordance with District Policy KGAB and KGAC, I am requesting approval and recognition as a District recognized organization, which meets the criteria for free or discounted facility use. I am declaring that this organization is directly benefiting the children and or citizens of the Parkrose School District and that our activities promote and support the vision and purpose of the Parkrose Public Schools.

Name of Organization: Dance and Drill Coaches Association (DDCA)

Address: 15140 SE Territory Dr. Clackamas, OR 97015

Contact Person: Caysie Duax Phone # 503 789-2521

Primary Purpose or Goal: Raise scholarship funds for the DDCA (to award @ OSA State Championships) & help raise funds for the Parkrose Elite Dance Team & possible other athletic programs @ PHS.

Financial Assets: Please see attached letter of Intent.

Current Assets: _____ Current Liability _____

Income Source: _____ Amount: _____ month/year

Expense Source: _____ Amount: _____ month/year

Current Officers: _____

- Please attach a current set of:
1. Bylaws or other documents which guide this organization.
 2. Current roster of members and membership eligibility.

The Board may request additional information and/or detail. They may also request an interview prior to approval. The Board approval of this application will allow your organization to use school facilities without charge (or substantially reduced fee) in accordance with district policy KGAB and KGAC. Note: there may still be a charge for facility use based on added costs. Facility use without charge remains at the discretion of the District. The District will continue to identify and report costs associated with this rental.

Carpie Snax
Applicants Signature

Staff Recommendation: The Superintendent and staff make the following recommendations. Included are the estimated costs and impact of this request.

S. BEDI
Staff Signature

9/17/09

I am in full support of waiving facility fees for the DDCA event at Parkrose High School. They will cover custodial fees and will also provide fundraising opportunities to the PHS Dance Team and Parkrose Athletic Boosters. This is also in support of a good cause.

Board Action:

Action Date: _____ Approval _____ Disapproval _____

Note: The cost associated with this rental will be identified by staff and assessed to the Community Center as part of the Boards/Districts Community Services budget. This action may require the use or transfer of funds from the General Fund to the Community Center Fund.

Conditions, Restrictions, Cost:

They will pay for all custodial fees.