

## **Community Relations**

### **Passes to Varsity Athletic Contests and Access to Assembly Hall Chair Seats**

#### **Passes**

**1. Employee Passes**

Employee passes will admit employees and their dependents, including children in college that are single and still supported by their parents. Single employees will be allowed to bring in a friend in lieu of a spouse.

**2. Non-Employee Passes**

Non-employee passes will admit non-employees of the District, along with their spouse. Single non-employees will not be entitled to bring a friend in lieu of a spouse. Non-employee passes do *not include dependents*.

**3. Admission of Athletes**

Freshman, sophomore, or junior varsity team members of a sport will be entitled to free admission to contests involving that particular sport.

**4. Admission of Cheerleaders**

Junior Varsity cheerleaders will be admitted free to varsity contests even though they do not participate. (This does not include tournaments.)

**5. Scouts**

The number of scouts admitted free will be limited to two from each school. The scouts should be prepared to exhibit some credentials indicating that they are bona fide representatives of their school and authorized to scout. They must be scouting a future opponent for the immediate season.

**6. Other Student and Adult Passes (Workers)**

Members of the band who are playing, members of the Student Council who are working, and any other student or adult who is assisting the coaches, athletic department, or administration, will be admitted free.

**7. Board Members**

Each board member will receive a pass that will admit the board member and their dependents, including children in college that are single and still supported by their parents. Single board members will be allowed to bring in a friend or other relative in lieu of a spouse. Board members that serve a minimum of ten (10) years on the Nashville Community High School Board of Education will receive a lifetime pass to IHSA events at Nashville Community High School (excluding tournaments). The ten (10) years of service do not have to be consecutive.

#### **Assembly Hall Chair Seats**

- 1. Complimentary Passes with Chair Seat Purchase Option** – The following categories of individuals shall receive complimentary passes to all athletic contests. In addition, they have access to one pair (2) chair seat season tickets at full price for regular season boys basketball games.

- Current Members of the Board of Education

- Superintendent
  - High School Principal
  - Athletic Director
  - Members of the Boys Basketball Coaching Staff
  - Athletic Trainer
  - Physicians that Provide Free Medical Services for the Athletic Department
  - Cheerleader Sponsor(s)
  - Band Director
2. **Athletic Participants** – Parents of varsity boys basketball players and/or varsity cheerleaders shall have access to a pair of chair seats at full price. However, those parents will not be allowed to retain ownership of those chair seats at the end of any given season. NOTE – Divorced parents may each be accommodated if it is clear that both desire to attend the game in order to support theirson/daughter. Note: Parents who already hold season chair seats will not be afforded additional tickets out of the pool.
  3. **Access for District #99 Employees** – Qualified employees of District #99 will be given an opportunity to purchase two (2) chair seat tickets at full price for boys basketball if they meet the following criteria:
    - Be a full-time equivalent employee of Nashville Community High School District #99 or a part-time employee (50% or more) with at least three years of service to the district.
    - Annual renewal becomes permanent after employee is a member of District #99 for fifteen (15) years and elects to retire from education while an employee of Nashville Community High School. Note: The 15 years is based on retirement only; if the employee leaves the district after 15 years and is NOT retiring, they no longer have access to chair seats.
    - The employee submits a written request for season chair seats. That request should provide some statement of intent to utilize the tickets for their own use rather than for the use of other individuals.
  4. **Board Members** – Upon completion of service on the Nashville Community High School Board of Education, board members may retain their season tickets as permanent season tickets if the Board of Education member serves at least twelve (12) years on the Board of Education.
  5. **Distribution to Season Ticket Holders** – District #99 will distribute chair seat tickets to season ticket holders based upon the following guidelines:
    - A notice of the mailing date of season ticket renewal applications will be published in a local newspaper and radio stations that operate within the boundaries of the school district.
    - On a prescribed date a renewal application will be mailed first class to all currently qualified season ticket holders.
    - Season ticket holders will have two weeks to return the renewal application and a check (check must be written on a checking account of the ticket holder). Once a renewal packet and a check have been received from a qualified season ticket holder, the office will mail out their season tickets.
    - In the event a season ticket holder does not meet the two week deadline, the district will make a reasonable effort to contact the season ticket holder to determine if they wish to renew or are forfeiting their access to the renewal of their tickets. If the deadline is not met, it will be assumed that the person does not wish to renew their tickets and those tickets will be made available for public sale as prescribed by these guidelines.

6. **Distribution Through Lottery** – Any tickets that are not renewed shall be made available for the use of paid chair seats (See Section A above), for parents of (See Section B above) participating athletes, or for qualified full-time employees (See Section C above) of District #99. Once all of the above groups have been satisfied, then any unsold tickets shall be made available for public sale using a lottery to determine who shall have the first opportunity to purchase those tickets.
7. **Lottery Qualifications** – In order to qualify for the lottery to purchase chair seat season tickets, an applicant must meet all of the following criteria:
  - Must be at least 18 years of age.
  - Must have purchased in his/her name a bleacher season ticket for the current basketball season.
  - Must provide proof (driver’s license or voter registration card) of residency within school district boundaries.
8. **Lottery Procedures** – Once it has been determined that lottery eligible chair seats are available for sale, a notice will be mailed to all qualified (See Qualification Criteria – Section F) members on the lottery list designating a time and location for the lottery drawing. Members who desire to participate in the lottery drawing must attend the drawing or send a designee to represent their interests at the drawing. The lottery shall be conducted in public in a manner that assures that all qualified names have been included within the lottery process.

In conducting the lottery, school officials will cause a name to be drawn randomly. The name drawn shall have first choice in selecting chair seats from the pool of available seats. After the first winner has selected his/her seats then the process is repeated until all available chair seats have been sold.

9. **Residency as a Requirement to Hold a Chair Seat** – While a person must be a resident of the school district to qualify for the lottery to purchase a chair seat season ticket, it is not a requirement that they retain residency within the school district to renew their season tickets. If circumstances are such that a chair seat ticket holder moves from the district, but was a qualified resident when he/she obtained original access to the chair seat, that person shall be allowed to keep the chair seat ticket(s) so long as he/she meets all of the usual conditions for renewal.
10. **Transfer of Tickets Upon the Death of the Holder** - In the event of the death of a chair season ticket holder, a surviving spouse may transfer the ticket(s) to his/her name. In the event there is no living spouse, the ticket(s) may be transferred to a surviving father or mother (including stepfather or stepmother), or son or daughter (including stepson or stepdaughter) so long as the following condition is clearly met:

*The eligible family member making a claim for the transfer of tickets must submit to the Athletic Director of Nashville Community High School District #99 a letter of record that states he is a qualified surviving heir of the deceased ticket holder and that no other qualified family member will file a claim for the transfer of said tickets.*

**NOTE:** Other family relationships not prescribed above (such as siblings or cousins) do not qualify for ticket transfers.

11. **Management Right to Relocate Season Chair Seats** – Nashville Community High School District #99 retains the absolute right to relocate season chair seats. Any adjustment in seat assignments should be conducted in a manner that is as sensitive as possible to the ticket(s) holder being relocated. It is not the intent of this management right to make major changes in seat assignment locations. It is the goal of this management right to be able to accomplish any of the following goals:

- Merge two single seats into an adjacent pair of seats.
- Provide for the specialized needs of a handicapped or disabled patron who requires a seat adjustment due to a physical limitation. (NOTE – This may be temporary or permanent.)
- Other special circumstances viewed as being in the best interest of the school district or a patron with special circumstances.
- Other reasons as deemed necessary by management.

ADOPTED: June 24, 2013