

FIELD & FACILITIES

Scheduling, Scoreboards, and Insurance

Mira Costa Fields, classrooms, aquatics stadium and tennis courts are all available for use by Mira Costa Students groups.

Fees: There may be fees associated with booking venues. Fees vary by venue, length of time needed, etc. Generally sanctioned student groups (sports, drama, music, etc.) are not charged for the use of school facilities. However, there could be additional fees for custodial support. MBUSD proudly supports MBX and its SCOs; however, certain events cannot be supported by existing janitorial staff and will necessarily incur additional costs not included in the District's budget. If you anticipate holding a special event after regular school hours and/or on the weekend at Mira Costa, consider including janitorial costs in your budget. This includes but is not limited to tournaments, track meets, concerts and productions, on-site banquets, and special meetings. If you have questions about your upcoming event and the likelihood of incurring custodial fees, please contact Jennifer Williams (jennifer@mbxfoundation.org).

Advance Booking: Ensure that fields and facilities are booked for your organization prior to the start of your season. The coach / instructor may take care of this with the MCHS Athletic Director, but please verify this with them.

Insurance: Student groups are covered under the MBX insurance policy. However, there are several situations, where you must contact MBX to secure insurance for a special event. Here are some examples: If you use a facility or field other than the standard practice/game facility or other MBUSD facility you will need to contact MBX to inform them of a change of venue to ensure insurance coverage. (this does not apply to games/events hosted by other schools such as away games). If you are hosting a special event, such as a children's fundraiser camp, or a tournament, you will need to secure insurance for your event. If your sport or activity travels to a tournament during the summer, you will need to secure insurance. See this webpage for the **MBX Insurance Request Form**.

Booking Contact:

Mira Costa Auditorium or Multi-Purpose Room: contact Cary Jordahl – cjordahl@mbusd.org

Rooms and the Mira Costa Cafeteria: contact Robin Viveros – rviveros@mbusd.org

Waller Stadium and West Field: contact Gary Wayland – gary@wvcpas.com

See this webpage for links to necessary forms for booking Mira Costa rooms.

Waller Stadium Score Board: The control box is kept in the file cabinet in the "press box."

Attach the power cord and antennae to the box. You should now be connected to the scoreboard. Every sport has different game times and rules about stopping the clock during the game so please check with your coach and prepare instructions for the parent volunteers who will do this job. After each game, disconnect the power and antennae and put everything back in the file cabinet. Be sure to close the front boards on the press box (in front of the windows) and secure them with the interior hooks. Close the door to the press box and make sure it is locked.

Lighting: Your coach/instructor should ensure venue lighting is turned on before it is actually needed, particularly at Waller Stadium.