

## INSTRUCTIONS TO VIEW USE OF FACILITY PUBLIC CALENDAR

- Access: [www.fcps.org/uof](http://www.fcps.org/uof)
  - Select CALENDAR AND REQUEST FORM
  - (1) Use dropdown to select school location  
(2) Click on Calendar Icon to select starting date  
(3) Click on Filter
  - (4) Click on the number of a date on the calendar to view details of all events scheduled that day. For example, to see all events scheduled for October 4<sup>th</sup>, click on the 4 (See Exhibit 1).
- OR**
- (5) Click on an event title to get specifics of the single event such as time and room location (See Exhibit 2)

View event titles starting with: 0 1 2 3 4 5 6 7 8 9 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z ALL

--View All Organizations-- Liberty Elementary

--View All Organization Type-- Description

Month Calendar  Month  Week  Day  Event List

October 2022						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	Oct 1 Weather-Related Closure for CUG (Natural Turf Fields Only)
2 Weather-Related Closure for CUG (Natural Turf Fields Only)	3 CAUTION ADVISED for Use of Natural Turf Fields Louyaa Baseball	4 Weather-Related Closure for CUG (Natural Turf Fields Only) LIES PTA Second Recess LIES PTA Meeting	5 CAUTION ADVISED for Use of Natural Turf Fields School Closure Louyaa Baseball	6 Louyaa Baseball	7 Louyaa Baseball	8 Louyaa Baseball
9	10 Louyaa Baseball	11 LIES PTA Second Recess Louyaa Baseball	12 Conferences - Arrive 4 Hours Late LIES Parent Teacher Conferences	13 Conferences - Arrive 4 Hours Late LIES Parent Teacher Conferences	14 Conferences - Dismiss 3.5 Hours Early Louyaa Baseball	15 Louyaa Baseball
16	17 Louyaa Baseball	18 LIES PTA Second Recess Louyaa Baseball	19 Louyaa Baseball	20 Schools Closed For Students - Teacher Work Day Louyaa Baseball	21 Schools Closed For Students - Teacher Work Day Louyaa Baseball	22 Louyaa Baseball

**EXHIBIT 1 – Details of All Events Scheduled on a Specific Day**

<<		Tuesday, October 4, 2022
12:00 AM	Event Time: , Weather-Related Closure for CUG (Natural Turf Fields Only) Setup Time: All Locations	
01:00 AM		
02:00 AM		
03:00 AM		
04:00 AM		
05:00 AM		
06:00 AM		
07:00 AM		
08:00 AM		
09:00 AM		
10:00 AM		
11:00 AM		
12:00 PM		
01:00 PM		
02:00 PM		
03:00 PM	Event Time: 3:30PM - 4:30PM , LIES PTA Second Recess Setup Time:3:30PM - 4:30PM Liberty Elementary : Gym (has A/C)	
04:00 PM		
05:00 PM	Event Time: 5:00PM - 7:30PM , LIES PTA Meeting Setup Time:5:00PM - 7:30PM Liberty Elementary : Media RM	
06:00 PM		
07:00 PM		
08:00 PM		
09:00 PM		
10:00 PM		
11:00 PM		

**EXHIBIT 2 – Details of Specific Event Title**

CommunityUse - Event [close](#)

Schedule ID # 63654  
LIES PTA Second Recess  
Tuesday, October 18, 2022  
3:30PM - 4:30PM

**Description**

**Location** Liberty Elementary

**Building**

**Room(s)** Baseball Field 1  
Gym (has A/C)

**Organization** Liberty PTA

**Last Updated** 9/26/2022

