

Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF
EDUCATION**

1055 EATON DRIVE, FORT WRIGHT, KENTUCKY
41017

TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531

WEBSITE: www.kenton.kyschools.us

Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

June 15, 2020

AGENDA ITEM (ACTION ITEM):

Consider/Approve Approve the contract for Simon Kenton to hold their 2021 Prom at Receptions, Inc. and apply the deposit paid on 10/30/19 to the 2021 prom.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

Receptions hosted the 2019 Simon Kenton prom. It is large enough to host the number of students attending prom and the overall price of the venue fits the budget for prom. A deposit was paid for the 2020 prom at Receptions but it was cancelled due to COVID. Receptions will apply the deposit to the 2021 prom rather than refunding the money.

FISCAL/BUDGETARY IMPACT:

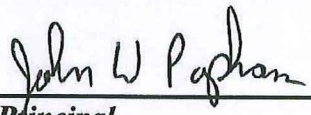
Cost will be approximately \$30 per student to be covered by the purchase of the dance tickets by students.

RECOMMENDATION:

Approval to sign the contract for Simon Kenton to hold their 2021 Prom at Receptions Inc. on April 30, 2021 and apply the deposit paid on 10/30/19 to the 2021 prom.

CONTACT PERSON:

Laura Schneider, Simon Kenton High School


Principal


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Carla Egan Shannon Herold Jessica Jehn
"The Kenton County Board of Education provides Equal Education & Employment Opportunities."

Receptions, Inc.
1379 Donaldson Hwy
Erlanger, Ky. 41018
859-746-2700

Sales / Catering Contract

Client/Organization	Event Date <input checked="" type="checkbox"/>	Booked	Revised	Event #
Simon Kenton High School	4/30/2021 (Fri)	6/9/2020 9:21:22 AM	6/9/2020 9:42:43 AM	E38029
Address	Booking Contact	Sales Rep	Guests	
11132 Madison Pike, Indenpence, Ky 41051	Laura Schneider	Lizzy Wray	750 (Pln)	

Thank you for selecting Receptions. Please sign and return this contract with your deposit within 24 hours. We Do NOT accept tentative holds. Deposits are necessary to secure dates and are Non-Refundable in the event of cancellation. Sales Tax, Service Charge and Applicable Room Charge Will Be Applied to ALL Invoices.

VENUE				
Description	Start	End	Serving	Banquet Room
Dinner	7:00 pm	12:00 am	NA	Full Facility
				Erlanger
				Setup Style
				Banquet

Food/Service Items

Food/Service Items	Price	Qty	Total
Original date 5/1/2020 - cancelled due to COVID <input checked="" type="checkbox"/>			
Customized Appetizer package @ 23.95 per person.			
This Tentatively includes: Meatballs, Chicken tenders w/ Ranch and BBQ, Nacho Bar, Quesadilla bites, Fruit & Cheese, Pretzel and Chips w/ our chocolate fountain.			
Tea, soda, water, and coffee @ \$1.00 per person.			
Soda Attendants Included.			
This package also includes Receptions owned Drapping, uplights, luminous centerpieces, linens, napkins, tables, chairs, flatware, silverware, glassware, Banquest staff, Set- up and tear down.			
Client Must guarentee a minimum of 700 guest or receptions will prorate as a room charge.			
\$500 Roomcharge and 24% service charge applied to final amount. Client is tax exempt with proper proof of paperwork.			
* Client gets set-up anytime after 9:00 am on 5/1/20			
Room Chg	\$500.00		

Comments

\$ 500 Initial Deposit Due with signed contract.
Final guest count is due 10 days prior to your event.
Final Payment is due the Wednesday prior to your event.
(via Company Check, Credit Card or Cash).

Terms and Conditions

The amount of your deposit is \$ - Paid \$500 on 10/30/19 Date _____

Event Payments

Client/Organization Simon Kenton High School	Event Date 7/9/2020 (Thu)	Booking Contact Emily Hughes	Site Contact Laura Schneider	Event # E37912
Address 11132 Madison Pike, Indenpence, Ky 41051		Telephone (859) 743-3754	Theme Non Wedding	Guests 750 (Pln)
Party Name Simon Kenton Prom	Theme Non Wedding	Category 4444	Sales Rep Lizzy Wray	

Event Payments

Pay Date	Amount	Category	Pay Method	Comment	Check Number	Card Number
10/30/2019	500.00	SOUTH	FF Scanned	Deposit - South Ck#076260		
Count: 1	500.00					

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