



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:

March 13, 2018

AGENDA ITEM (ACTION ITEM):

Consider/Approve Consider/Approve Simon Kenton High School's contract with Coney Island's Moonlite Pavilion for prom.

APPLICABLE BOARD POLICY:

10.5AP.22 Request for Activity/Program Accommodation

HISTORY/BACKGROUND:

Simon Kenton High School is seeking approval to work with Coney Island to host SKHS's junior and senior 2018 prom. We have worked with this venue for close to seven years. In order to accommodate the number of students who attend prom (roughly 750). This contract offers a 4 hour rental (8:00 p.m. – 12:00 a.m.). The charge per person for catering and beverages is 28.95 plus tax. Student tickets are \$50.00 per ticket. The cost of the ticket covers the rental of the room, and additionally, any favors that are ordered for the students to take home with them.

FISCAL/BUDGETARY IMPACT:

Based off of last year's numbers, the event at Coney Island will cost roughly \$21, 847.20 with the deposit.

RECOMMENDATION:

Approve

CONTACT PERSON:

Emily Hughes

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 Joshua Crabtree, Esq. Carla Egan Jessica Jehn
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

PRIVATE PARTY RENTAL CONTRACT

MOONLITE PAVILION

Rental Fee: \$ 1,500.00

Four Hour Rental of Moonlite Pavilion

Coney Island will accept Simon Kenton's Purchase Order along with a non-refundable deposit of \$1,500 to hold your preferred date and facility. Food & Beverage Options have not been selected as of contract.

- Notice of Cancellation received within 150-91 Days of Event
Event will be charged 75% of the per person rental fee charge for the anticipated attendance number.
- Notice of Cancellation received within 90 Days of Event
Event will be charged 100% of the per person rental fee charge for the anticipated attendance number.

Reservation of facility will include Parking, Coney's standard table placement, cleanup and managerial personnel. Coney Island requires each group to purchase all food & beverage from our catering department. Minimum charge per person for catering selection(s) would be \$28.95++ per person. All food & beverage purchases are subject to a 20% Service Charge & 7.0% Sales Tax.

Closing time for the facility is 12:00 a.m. An additional \$175 per half hour will be levied for time exceeding four-hour rental. The rental group may decorate the facility beginning at 2:00 pm on date of your Prom.

~~2-hours prior to the start of the event~~ and in such manner that decorations will not cause damage to the facility. We do not allow glitter, confetti, sparklers or theatrical fireworks. A representative of any entertainment group serving the event must report to the group Sales Office before any setup begins

Coney Island reserves the right to monitor all entertainment during an event. If your entertainment's sound or actions infringe upon another group's events, Coney Island will exercise its authority to restrict or prohibit such activity.

Ohio State Law prohibits individuals from bringing alcoholic beverages into Coney Island Property - Moonlite Pavilion, Moonlite Gardens and the Caprice Suite as well as the sale or service of alcoholic beverages to anyone under the legal age. Coney Island actively enforces these statutes and will not serve anyone under the age of 21. Any individual bringing alcoholic

Moonlite Pavilion are subject to an additional ~~\$2,000 deposit (non-refundable) due by February 1st 2012~~. The Guaranteed Total amount of charges, less your deposits, will be due fourteen days in advance of your event. Coney Island will submit a bill for any additional charges incurred on the night of the event, all additional charges must be paid in full by credit card, check or cash by the end of the event.

Name of Event Simon Kenton High School Prom

Date of Event Saturday, May 5, 2018

Minimum Attendance: 600 guests
Expected Attendance: Attendees

Chairperson(s): Ms. Emily Hughes
Address 11132 Madison Pike
 Number and Street

Independence, Kentucky 41051
City and State Zip

Telephone Number 859. 960.0203

Signature

Coney Island's Signature

Date Signed _____ 2015

Date Signed _____ 2015