



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

Issue Paper

DATE:

3/1/23

AGENDA ITEM (ACTION ITEM):

Consider/Approve contract with Coney Island to hold Scott High School's prom on May 4, 2024.

APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

HISTORY/BACKGROUND:

Scott High School would like to hold the 2024 school prom at Coney Island on May 4, 2024. We would sell tickets to students for \$40 each to help cover the cost of prom.

FISCAL/BUDGETARY IMPACT:

\$9207.50 from the Class of 2025

RECOMMENDATION:

Approval to sign contract with Coney Island to hold Scott High School's prom on May 4, 2024.

CONTACT PERSON:

Jeff Jackson, Prom Sponsor

A handwritten signature in black ink, appearing to read "Alan York", written over a horizontal line.

Principal/Administrator

A handwritten signature in black ink, written over a horizontal line.

District Administrator

A handwritten signature in black ink, written over a horizontal line.

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.



EVENT CONTRACT

Coney Island
6201 Kellogg Ave.
Cincinnati, OH 45230

Client/Organization Scott High School Prom	Event Date 5/4/2024 (Sat)	Telephone (859) 356-3146	Email Jeffrey.Jackson@kenton.k	Event # E00831
Address 5400 Old Taylor Mill Rd.		Booking Contact Jackson, Jeff	Site Contact Jackson, Jeff	Pln Guests 350
City, St/Prov Postal Taylor mill, Kentucky 41015-	Party Name Scott High School Prom	Sales Rep kelli Stickley	Theme	

DEPOSIT IS DUE WITHIN 2 WEEKS OF BOOKING. PRICING BASED ON GUEST COUNT OF 350. IF YOUR GUEST COUNT CHANGES, YOUR PRICING MAY CHANGE. FINAL PRICING WILL BE BASED ON GUARANTEED COUNT WHICH IS DUE 15 DAYS PRIOR TO EVENT DATE. ACTUAL BILLING FOR GUESTS AGES 8+ WILL BE BASED ON THE GUARANTEE NUMBER OR THE SCANNED/COUNTED NUMBER OF TICKETS, WHICHEVER IS HIGHER. THE BILLING FOR GUESTS AGES 2-7 WILL BE BASED ON THE SCANNED/COUNTED NUMBER OF TICKETS.

FOOD/SERVICE ITEMS			
Food/Service Items		Price	Qty
Event: Scott High School Prom			
Date: 5/4/24			
Location: Moonlight Pavilion			
Rental Fee for Moonlite Pavilion Fri -Sun		1,700.00	1
Unlimited Beverage Package		4.50	350
Food Package		16.95	350
Summer Sizzler- Fried Chicken, Qtr lb Cheeseburgers & 3 sides			

Subtotal	9,207.50	Paid	0.00
Taxes (7.8%)	0.00	Balance	9,207.50
Serv Chg (0%)	0.00		
Total Value	9,207.50		

CONEY ISLAND POLICIES

CANCELLATION POLICIES:

- Notice of Cancellation received within 151+ Days of Event: Group forfeits deposit or may use deposit towards purchase of Sunlite Water Adventure admission tickets.
- Notice of Cancellation received within 150 -91 Days of Event: Group will be charged 75% of the admission package for the anticipated attendance number.
- Notice of Cancellation received within 90 Days of Event: Group will be charged 100% of the admission package for the anticipated attendance number.

- *Should Covid19 lead to the need to cancel the event, the client may choose to postpone their event and the deposit will be allocated towards the postponed event date if done 12 days prior to event.*

Coney Island will mail a bill within fourteen days after your event. Payment due within 45 days of undisputed invoice.

If payment is not made within this time, a finance charge will be assessed at the rate of 1.5% per month on any unpaid balance. In no event will interest exceed 18% per annum, or if lesser, the maximum rate permitted by law.

FOOD POLICIES

- Coney Island prohibits the use of outside caterers and the serving of bulk food (this includes snacks and desserts) unless you are paying the \$3500 rental fee for Moonlite Pavilion.
- No grilling or glass containers permitted on Coney Island property.
- All menus must be received 15 days prior to the event date.
- Serving times for meals are based on group size:
 - 35-50 guests = 1/2 hour serving time
 - 51-500 guests = 1 hour serving time
 - 501-1500 guests = 1 1/2 hour serving time
 - 1501+ guests = 2 hour serving time
- Alcoholic beverages may be served for a maximum of 6 hours.
- Ohio state law prohibits individuals from bringing alcoholic beverages into the park and the sale of alcoholic beverages to anyone under the legal age.
- **The guaranteed attendance number must be received no later than 15 days prior to your event. If not received, your anticipated number will become your guaranteed number.**
- All charges are based on guaranteed number, or actual number of persons in your group based on scanned/counted tickets, whichever is greatest. _____ (initial here).
- Final shelter assignments are made five days before your event based on your guaranteed number. If you have a preference for a particular shelter, please know we will do our very best to accommodate your request!

PARK POLICIES:

- To offer you the best rates and for your convenience, parking is INCLUDED in your package.
- Parker's Picnic Grove and Sunlite Water Adventure Pool Tents operating hours are 11 am-6 pm.
- You can pull up to your shelter to unload but please move car back to parking lot by 10:30am for the safety of our guests.
- For a fun and upbeat atmosphere, family-friendly music will be projected throughout the picnic grove. Bands, Disc Jockeys and your own music are prohibited at group picnics. If you are in the Moonlite Pavilion, you ARE allowed to have live music, DJ or music as long as it is tasteful.
- In order to best serve our picnic guests, each person in your group must wear a wristband that will be provided by your Coney Island Account Executive.
- Prices subject to change without notice. No refunds allowed.
- In the event of severe inclement weather that impedes your event due to pool closures, etc., your sales rep may provide you with tickets to give to your guests so that they can return to enjoy the park at their convenience. Terms and restrictions apply.
- Sports equipment such as corn hole bags, balls, etc. provided by Coney Island to your group that are not returned at the end of your event will be added to the final invoice.

I have read the above contract and agree to the terms and conditions as well as any terms and conditions on any contract addendum's which I may sign.

Chairperson Signature: _____
[Client Contact]

Date: _____

Account Executive Signature: _____
Coney Island Sales Rep

Date: _____