

JESSE BACON, SUPERINTENDENT
ADRIENNE USHER, ASSISTANT SUPERINTENDENT
BRANDY HOWARD, CHIEF ACADEMIC OFFICER
TROY WOOD, CHIEF OPERATIONS OFFICER

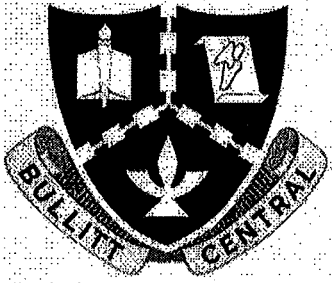
TO: Dr. Jesse Bacon, Superintendent
FROM: Dr. Amy Compton, Director of Secondary Education
RE: Bullitt Central High School Prom
DATE: March 11, 2025

Please see the attached contract between Bullitt Central High School and The Kentucky Center for the Performing Arts for their Junior/Senior Prom on Friday, April 25, 2025

Please approve this contract at the March Board Meeting.

OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE

BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION



BULLITT CENTRAL HIGH SCHOOL

JOE PAT LEE, PRINCIPAL
CHRISTY BURDEN, ASSISTANT PRINCIPAL
ABBY BAYLOR, ASSISTANT PRINCIPAL
KYLE ROACH, ASSISTANT PRINCIPAL

To: Jesse Bacon, Superintendent
From: Joe Pat Lee, Principal
Date: March 7, 2025
Re: Board Approval for Paristown Hall for BCHS Prom

Bullitt Central would like to hold their annual Junior/Senior Prom at Paristown Hall on Friday, April 25 from 7:00-11:00 pm.

Sincerely,

Joe Pat Lee
Principal
Bullitt Central High School

The Kentucky Center for the Performing Arts Corporation

Event Summary Page - Attachment 1



Licensee Agreement and Contact Information
 Organization/Individual Name: Bullitt County High School
 Address: 1330 KY-44
 Primary Contact: Austin Snyder
 License Term: 4.25.25 - 15 business days post event
 Issuance Date: 4/17/2024
 Event Name: Prom 2025

Signatory: Austin Snyder
 City, State, Zip Code: Shepherdsville, KY 40165
 Phone: 502.869.6000
 Email: austinsnyder@bullitt.kyschools.us
 Licensee Status: Non-Profit
 Event ID: 41121

Is primary contact authorized to make decisions on behalf of signatory?
 Is primary contact also the Marketing contact? This information will be given out if we receive media inquiries.

Yes
 Yes, Primary Contact

Facility Information	Capacity
Facilities in Agreement Marked Below:	
Robert S. Whitney Hall	
Moritz Von Bomhard Theater	
Martin Experimental Theater	
Brown Theatre	
Old Forester's Paristown Hall	
Frazier Lobby	
Brown Theatre Rehearsal Hall	
Other	

Added seating, if applicable No

Facilities Located within Premises Marked:

501 W Main Street _____

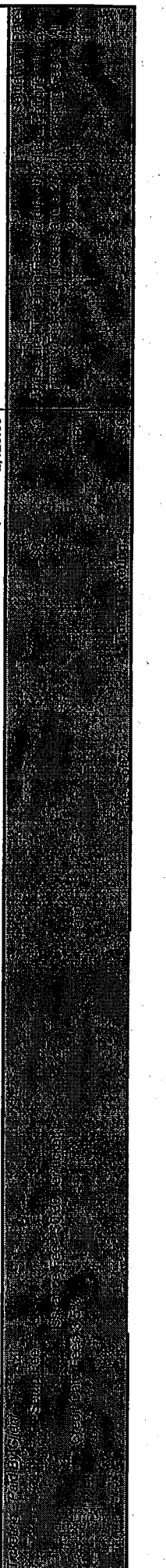
315 W Broadway _____

724 Brent Street X

Event Description
 Prom 2025

Date	Description	Venue	Time	Comments
Friday, April 25, 2025	Crew Arrives to Set Stage & Lights	OFFH	4:00pm	
Friday, April 25, 2025	DJ Arrives	OFFH	5:00pm	
Friday, April 25, 2025	Prom	OFFH	8:00 - 11:00pm	
Friday, April 25, 2025	Strike	OFFH	11:00pm	

Fee Description	Item	Units	Unit Price	Subtotal	Due Date/Notes
Rental Fee	Old Forester's Paristown Hall Non-Performance Rent Only, Non-Profit	1	\$	2,125.00	4/17/2024
	N/A		\$		Rental Fee is based around a standard 5 hour event time.
	Sales Tax Not Applicable		\$		
Total Rent: \$				2,125.00	



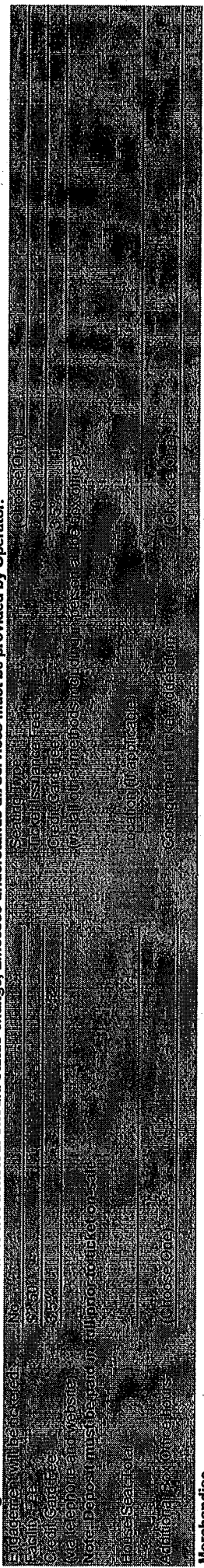
Production Cost Estimate		4/17/2024
Production Labor	1	\$ 352.00
Production Equipment	1	\$ 1,062.50
Total Production Estimate:		1,414.50
Other	Qty	(Settlement Date)
Additional FOH	1	Required staff and volunteers working the event.
Building Services	1	Market rates; subject to change based on event need
Security	1	Client will provide own insurance.
Information Technology		0.00
Engineering		0.00
TULIP Event Insurance		0.00
Rental Furniture Fee		0.00
Total Other: \$		1,178.00

Amount due upon execution: \$ 2,266.45
 Remaining Amount Due \$ 2,451.05
TOTAL EVENT ESTIMATE \$ 4,717.50

Insurance
 Licensee will use Tulip Insurance Date(s) 4.25.25 Licensee will provide own Insurance Yes

Settlement
 Settlement Report Date: 15 business days post event Payment Method: Check
 Settlement Recipient: Licensee Recipient cannot be changed after contract execution.

Ticketing
 The event is not ticketed. Should status change, Licensee understands all services must be provided by Operator.



Merchandise
 Merchandise Agreement: TBD Commission Fee: TBD
 Standard commission fees are 10% on all goods; a separate agreement is required and will be negotiated with your House Coordinator

Marketing
 Marketing Services Addendum: Not at this time

Prepared by: Rachel Molly
Date: 4/17/2024

Status: First Hold
 Agreement is invalid if not executed within 30 days of issuance date.

List of Operator's Contacts
 Contract Coordinator: Rachel Molly | rmolly@kentuckyperformingarts.org
 Patron Services Coordinator: TBD
 Ticketing Contact: N/A
 Technical Director Contact: David Doukas | ddoukas@kentuckyperformingarts.org

DATE(S) 4/25/2025

DAY(S) Friday

SHOW NAME Bullitt Central Prom ESTIMATE ONLY

TOTAL STAGE TIME HOURS: 8

of performances 1

of rehearsals

PRODUCTION PLAN

4:00pm - crew arrives to set stage and lighting
5:00pm - DJ arrives
DJ brings all audio (self-contained)
8:00pm - 11:00pm - PROM
11:00pm - strike

Table with 4 columns: QUANTITY, LABOR EXPLANATION, PERIOD COST, TOTAL. Rows include KPA Labor (\$352.00) and IATSE Labor (\$0.00). Total labor estimate is \$352.00.

TECHNICAL EQUIPMENT

Table with 4 columns: Description, Quantity, Price, Total. Includes Paristown Hall lighting system (\$1,250.00) and a Non-Profit/Corporate Production Equipment Discount of 15% (\$187.50).

Technical Equipment Estimate \$1,062.50

REIMBURSABLES (Reimbursables are subject to a 20% mark-up, \$10 if under \$100)

Table with 7 columns: Item Description, Vendor, QTY, Cost, Tot. Cost, P.O. NO., Venue 20%, Total. Currently empty.

Reimbursables Estimate \$0.00

\$1,414.50

ESTIMATE GENERATED BY:

DD

DATE GENERATED:

2/23/2024