

Adopted: March 27, 2006

ANNUAL PROMS

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All annual school proms shall be held at the school site in each attendance area, with the following exceptions:

1. Two sites agree to combine prom activities and the event would be held at one of the two sites, with transportation being provided by the traveling school.
2. Prior approval to hold the prom at another location will be at the Superintendent's discretion.

Program of Activities: The principal at each site shall provide the superintendent with a detailed description of the program of activities that should include the following details.

- a.) Date on which the activity shall take place.
- b.) Estimated times for the activity (beginning and ending).
- c.) Description of program activities to be conducted during the time frame in Item (b) above.
- d.) Supervision:
Adequate supervision must be provided based upon the number of students participating in the activity. Names of the class advisors, parents, and others who will be supervising this activity shall be submitted to the superintendent.
- e.) Students attending the prom or similar function shall have written approval from their parent / guardian unless 18 years of age. Students attending the "prom" must be a junior or senior. A junior or senior may invite a sophomore or an out-of-school guest; however, the guest must be approved by the principal at each site.
- f.) Financial Obligation:
 - 1.) District 2142 shall not subsidize the cost of any prom or prom-related activity.
 - 2.) The organization sponsoring the activity shall provide a detailed budget of expenses for the proposed activity.
 - 3.) The organization sponsoring the activity shall be held responsible for all costs incurred.
 - 4.) The organization sponsoring the activity shall show proof of their ability to cover the costs described in Item (b) above.
 - 5.) The organization sponsoring the activity shall list any costs that will be the responsibility of each participant and not covered by the organization.

Time Line for Approval: The sponsoring organization at each site shall have their proposal submitted to the superintendent no less than two (2) months in advance of the date of the activity.

Approval: Approval for the activity described above must come from the following:

- a.) Superintendent of Schools will make the final decision.