## Tasks:

- Deciding a date: Deciding a Prom Date, Assigned to the Date and Venue Team Mini-Tasks:
  - Narrowing Down To 5 Days (Oct. 24-25)
  - Posting an Instagram Poll For Student Input (Oct. 26 27)
  - Checking Venue Availabilities For The Date (Oct. 28 Nov. 2)
  - Decide The Date and Make Instagram Post (Nov. 3 Nov. 5)
- Picking a Venue: Selecting a place for the event to be held: Assigned to the Date and Venue Team

## Mini-Tasks:

- Select an Assortment of Venues (Nov. 6 Nov. 7)
- Figure out Which Venues are Available (Nov. 8 Nov. 12)
- Post Poll On Instagram for Student Feedback (Nov. 13 Nov. 14)
- Visit Venues To Make decision (Nov. 15 Nov. 17)
- Decide The Venue and Make Instagram Post (Nov. 18 Nov. 19)
- Fundraising: Making money to pay for the event Assigned to the Fundraising Team Mini-Tasks:
  - Host Bottle Drive (Nov. 20 Dec. 11)
  - Host Bake Sale (Nov. 21 Nov. 24)
  - Host Rev Event (Nov. 25 Nov. 30)
  - Have Pizza Sale Fundraiser (Dec. 1 Dec. 2)
  - Lucas Sweatwear Fundraiser (Dec. 3 Dec. 10)
- Pre-Prom Preparations: Preparing for small things, such as decor, food, music, and more. Assigned to the Prom Preparation Team.

## Mini-Tasks:

- Book DJ and Photographer For Event (Dec. 4 Dec. 16)
- Book Food and drinks For Event (Dec. 7 Dec. 9)
- Complete Decorations for Event (Dec. 10 Dec. 12)
- Prepare Playlist For Event (Dec. 13 Dec. 15)
- SELL TICKETS!!! (Dec. 16 PROM DAY!)