

SSMSEF Meeting Minutes

11/18/13

Attendance:

Ryan Avery, President
Lori Gingras, Vice President
Jennifer Polley, Treasurer
Stephanie Wilcott, Secretary
Ann-Marie Ames

New Business:

1. Close-Buy Fundraiser

- a. Total: \$9644, 30% goes to school = \$2893.20 dollars raised
- b. Delivery on Thursday, 12/5/13 via Shaws' Truck
 - i. Driver will communicate to Lori at some point that day en route, to estimate arrival time
 - ii. Unload truck to stage in Clubhouse and sort by classroom
 1. Lori Gingras and Stephanie Wilcott will be on-site to direct truck and help unload
 2. Jennifer will talk to Mr. Chris to see if his students may briefly be able to help unload truck, if needed
 - iii. Jennifer to talk to teachers about making Thank-You cards (one per classroom) to give to Shaws' Truck Driver upon delivery- to thank them for generous donation of delivery to the school
- c. Friday, 12/6/13, Jennifer, Lori and Stephanie will be able to help distribute products to parents ONLY in the AM; Remaining products to be sent with parents at pick up at end of day.

2. Classroom Pizza Parties/Prizes for Fundraising Reward

- a. All classrooms ended up earning pizza party
- b. Tuesday, 11/26/13- Jennifer will contact Dominos or Little Caesars prior to day and arrange pizza delivery/ procurement
- c. Jennifer and Ann-Marie on site 11/26/13 to help out
- d. Prizes will be awarded for top 2 earners in Miss Jenn's Class (Caleb, I-Pod Nano and Sophia, Barnes and Nobles gift certificate)

3. Parents' Night Out Fundraiser

- a. Friday 12/13/13
 - i. Lori is looking into options to host an off-site location such as the Children's Discovery Museum, Buker Center or KVYMCA
 - ii. Ryan will work on putting together a sign-up sheet for students and parent volunteers

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4. Basketball Court Update

- a. Contractor has not yet come- may be Spring at this point
- b. Jennifer is possibly looking at someone else to get an estimate

5. Other Fundraiser Updates

- a. Labels for Education (Stephanie Wilcott)
 - i. Sent in 1845 points- have a current balance of 4705 points
 - ii. Have an additional 1000 + points to be mailed-waiting on forms to be signed
 - iii. Will request hard copy catalogs for teachers to select preferences for products to be obtained with points (playground balls, art supplies, etc.)
- b. Box-Tops (Suzanna Dee)
 - i. Not present, but Jennifer thinks she sent them in
- c. No updates on other fundraisers- Staples, Funding Factories

6. Thank you letters/donation received :

- a. For the Vernal Pools and Owls Programs
- b. For the Traveling History Program
- c. Family donation of \$200 to SSMSEF

7. Future Possible Fund-Raisers, shared by Jennifer

- a. Race for Education Kit
- b. Barnes and Nobles Giftwrapping
- c. Oak Grove School Foundation

Next Meeting 12/9/13

Meeting adjourned at 6pm

Respectfully Submitted,

Stephanie Wilcott