

SEA Minutes

17 October 2023 / 7:00PM / LOUNGE

Attendees

Natalie Schiets, Katie Cowell, Danielle Wagner, Rachel Hoodlebrink, Sabree Frantz, Jessica Hirt, Paige Busdiecker, Dana Nutter, Elishia Sutter,

I. Treasurer's Report

Expenses paid \$325.00

- \$299.00 Bounce House
- \$26.00 Melanie Wahlgren Hotdogs & Buns

Revenue Earned \$819.40

- \$82.00 50/50 Raffle
- \$133.00 Cake Walk
- 229.00 Free-will offering (concessions)
- \$375.40 Pie-The-Teacher

Net profit for Activity: \$494.40 down \$5.60 from 2022

II, Old business

- **Pumpkin Palooza Summary:**
 - Overall successful event. We had a higher attendance this year than last, perhaps the reason for running out of hotdogs. Notes for improvement:
 - Bounce house for 2024, should this be done again, should be a regular bounce house with monitoring of ages at one time. The obstacle course, while fun, made it hard to monitor and help smaller children when needed due to its size.
 - When hosting the costume contest, break it down into age categories: Preschool & K, 1st & 2nd, 3rd & 4th, 5th & 6th.
 - Need more red paint and new brushes for pumpkin painting, we ran out of pumpkins 50 were donated.
 - Ran out of hotdogs, started with 56, added 64 more, ran out again. Grill or boil and keep warm in a crockpot vs mummy dogs.
 - Paper plates and napkins will be needed for 2024 as we used the surplus amount from the SEA storage.
 - Petty cash: will need one for each area collecting money: Cakewalk, Raffle Tickets, Pie the teacher. Smaller bills also needed to make change.
- **Card Sale Fundraiser with PaperPie Formally Usborne Books**
 - Michele Westerman has agreed to make handout packets and divide them up for each class for this fundraiser, based on the numbers Natalie provided her.
 - For every 2 boxes sold it will count towards 1 SEA volunteer Hour.
 - Add the Sale date to crusaders comments, it will begin November 13th details will be made available in the packet made up by Michele.

- **Scholastic Book Fair: November 13th - 18th**
 - Chair Jamie Pawles confirmed dates have been secured, information was sent to Sarah in the office to mark on the calendar.
 - Volunteers will be needed to set up the book fair in the lounge (1-2 hours)
 - Volunteers needed to run the book fair booth before and after school
 - Shifts will need to be created for Saturday the 18th during the craft bazaar, volunteers needed.
 - Dates added to the Crusader's Comments calendar list.
- **Craft Bazaar: November 18th 9am-3pm**
 - Melanie has created an online order form for soups, with orders closing the 10th of November.
 - Request is being worked out for an Online vendor registration, we hope this will encourage more vendors to participate with the convenience of paying online
 - To-go soup containers have been ordered, a reimbursement will need to be submitted.
 - Vendors from previous years have been emailed and those without an email listed have been mailed a registration form by Christy Blechinger.
 - Volunteers to help set up Friday night - Paige mentioned that the 6th graders can help along with the youth group from Solomon Church.
 - Vendors will be allotted time to set up their booths on Friday.
 - The book fair will need to be moved from the lounge to the 2nd floor hallway.
 - Elisha will send a list of items that need to be donated to Danielle for a sign-up genius to be created.
- **Secret Pals**
 - This has successfully been launched. All staff who filled out a form have been assigned a secret pal. The reveal will be at the end of the school year, in May.
 - At any time a parent cannot fulfill their commitment, please reach out to Jen Delventhal

III. Consideration of open issues

- **SEA Teacher Reimbursement.**
 - Teachers are eligible to receive a reimbursement up to \$250 for classroom supplies, this is provided from the fundraising events by SEA.
- **Solomon T-shirt Fundraiser/Merch**
 - Katie Cowell has been in contact with several local printing businesses. ORTINAU in Pemberville seems to fit our requests the best. She also reached out to R&R and Benchmark prints.
 - Natalie will forward the JPG/PNG of the Solomon logo to Katie to get a more accurate quote from all three locations.
 - Parents will be able to order their Solomon/Crusader Shirts online during a predetermined selling window.
 - Goal is to also have some shirts made up for sale at the basketball games.
- **Parents Night Out**
 - The 6th grade class asked if they, along with their parents, could take over this event. They would use the funds generated from this event for their class trip. All in attendance agreed that this would be a great fundraiser for them. Paige Busdiecker will Chair this event with the 6th grade class.
 - A previous year's flier was given to Paige to aid in their planning.
 - Date/Time TBD
- **Little Caesars Pizza Kit Fundraiser**
 - Date set for December 18th, 2023 for kits to go home with students.
 - Forms are due back on January 4th, 2025

- Orders due to Little Caesars January 8th.
- Volunteers needed to tally order forms January 5th
- Volunteers needed to help sort orders when they arrive and hand out. DATE TBD
- Will need to watch for online order information to be given ahead of time so sorting will be easier with take order forms.
- **Christmas Shop**
 - Flier -Reuse the flier from last year. Ask Melanie to revise the dates to reflect this year's information.
 - December 13th & 14th
 - Paige B and Lisa R have been gathering and shopping for the event.
 - Volunteers needed to help students shop/wrap gifts. Noted to create a signup genius link for this. Reach out to last year's volunteers first.

IV. Agenda and Time of Next Meeting

- Tuesday November 14th 2023, 7pm School Lounge.
 - Crusaders Merch (shirts) update.
 - Craft Bazaar updates/needs
 - Christmas Shop updates/needs
 - Craze Raise Fundraiser presentation (no selling)

Open floor comments:

No comments at this time.