

Mason School Club Meeting Agenda

Meeting Date: Thursday, Nov 7, 2024

Meeting Location: MES Multipurpose Room

In attendance: Kristen, Jaclyn, Danielle, Tanya, Teresa, Lauren, Kim, Cheyenne, & Amanda

1. Call To Order
2. Minutes
 - a. October minutes approved.
3. Principal's Report
 - a. Awaiting bill for transportation to Windy Hill field trip
 - b. Fall festival and Halloween parade was organized and a great success
 - c. Need short description of the club, participation and things that the club has been working on for the annual report. Secretary to take on this task.
4. Nurse's Report
 - a. Matchbox cars donated to school will be used in nurses office
 - b. Old sand from the sandbox used for the garden club. New sand and sand toys are a success.
 - c. Danielle is still working on hot/cold packs for the craft fair. She also donated the corn that goes into the hot/cold packs. She will also donate plants for the craft fair and will need potting soil and planters. Amanda has potting soil for plants and Lauren has terra cotta pots or use tins from Kate S.

5. Officer's Reports

a. President

i. Thank you note/signatures from students has been drafted.

Signatures from students will be obtained by Danielle during PE/Health class.

ii. Parent feedback survey at end of year: It was agreed that this would be a good idea. Plan to send out with the final newsletter of the year.

b. Vice-President

c. Secretary

i. Club newsletter is in the works. Plan to be completed and sent out next week. Suggestions to add; Mystery dinner, Fall Festival, sandbox, soup totals/winner, family night out and yearbook

ii. Suggestion box- empty/no suggestions

d. Treasurer

i. October raised \$906.60 exceeds our goal of \$500 for the year.

1. Family Night Out

a. Chrysanthi's: \$70 but will be doing every Tuesday of November and will get check at end of promotion

b. Panera: \$26

- c. Altitude: \$200 of jump passes
 - ii. Soup fundraiser raised: \$3957.76, goal was \$1200
 - iii. Fall Festival the club spent \$251 which was over the budget of \$200
 - iv. Craft Fair so far has spent \$220 with a budget of \$500
 - v. It was agreed that the club would cut checks for the teachers of \$100

- e. Fundraising Coordinator
 - i. Soup Fundraiser: Successful. Will announce the winner of the 3D printer tomorrow with morning announcements. Soup to go home tomorrow as well. Art basket and ticket to go to clay workshop for family night out to the student with the most sales (this student donated the 3D printer so second most sales will get the 3D printer.) Possibly open online orders for last chance/second chance
 - ii. Picnic tables: Anonymous donation of 3 metal picnic tables. 1 round, 2 rectangular. Will determine location at a later date. Possibly 2 at the bottom of the playground, 1 at the top.
 - iii. Sandbox/toys: Get more toys for the start of spring but can start collecting outside toys now and store them in the shed if needed.
 - iv. House Shirts: 63 paid, 2 sponsored, 19 staff paid by MSC. Basically break even, ended up paying \$10 out of pocket. Possible second round of

shirts using online platform for ordering and payment. Lauren mentioned the platform Zeffy which also has an online store front and has no fees. Danielle notes that we may want to get extra shirts for the students going into K to have on hand. Will have to speak to Kelly S. to see if shirts are easy to make in small batches.

v. Ideas for spring fundraiser: Read-a-thon, Jump-a-thon, walk-a-thon. Look at Fisher Cats baseball, Friendly's and Pizza Hut in conjunction with the fundraiser.

f. Marketing + Public Relations Administrator

6. Open discussion with Community or Staff Members

7. Committee Reports

a. Fall Festival (recap)

i. Food station- extend longer or find time fillers (movie, coloring, games). Lauren suggestions measurement activity as a group

ii. Markers for trick-or-treat stations to make it easier to identify who is handing out candy

iii. Trick-or-treat/Candy stations, once all students go through the first station that person places extra candy from their bucket to next station and so on and so on until all trick-or-treaters have gone through all stations.

b. Craft Fair Committee

- i. New date: 12/12
- ii. The committee has been placing crafts in teacher break room for staff to complete
- iii. Amazon Wish List made public for community. Donations come with names so we can send thank you notes later.
- iv. Suggested for plants to have a card with plants that describe the type of care it needs ie: water/light/shade.
- v. Suggested budget sheet/list to go home with students for parents to fill out and bring back on craft fair shopping day
- vi. Discussed Christmas wrapping paper. Pre-cut paper was helpful last year approx. 2' x 2' squares. Extra tape needed. Possible brown craft paper rolls and cut into squares and students decorate/color/paint paper.

8. Old Business

a. Parent Teacher Brunch Updates

- i. Lauren re-drafted letter. Kate N. dropped off at Hannaford's. Awaiting to hear back. Tanya or Lauren to follow up.

b. Yearbook

- i. Photos are being submitted via app/email
- ii. Discussed page of donors/family night out instead of paid advertisement.

iii. Yearbook sales start after holidays.

9. New Business

a. Dance Committee

i. Teresa volunteered to head the committee. Lauren also offered assistance.

ii. Date: 2/7, Sock-hop

iii. Discussed possibility of raffling off Altitude jump passes during dance.

b. Mystery Night Fundraiser

i. Lauren introduced this idea which would be hosted at the school. Cost \$1100 for 50 people, \$1600 for 100 people. Sell tickets \$16-22 per person. Food would be an additional cost.

ii. Send out surveys to families before committing to see if there is interest.

c. Coffee Refills for teacher break room

i. Teresa will take care of ordering coffee for the break room. There are two types of machines: Nespresso and K-cups.

d. Spirit Week

i. Lauren and Tanya have volunteered to start researching entertainment for spirit week. The earlier we can book the more options we will have.

10. Announcements

a. Next Meeting Date: December 5th

11. Adjournment