

<p><u>Attending:</u> Zhao Ning, Rachelle Boulton, Heather Taylor, Jen Christensen, Gina Hirst, Amanda Keller, Bridget Lee, Amy Johnston, Laura Charchenko</p>	<p><u>Absent:</u></p>
<p><b>AGENDA</b></p>	<p><b>NOTES / MINUTES</b></p>
<p>1) We received the STEM platinum designation! First/only Chinese Immersion school to earn it!</p>	<p>Assembly coming up to celebrate. Shared (skype) assembly with the other elementary school who earned it (Layton). People from the district are coming. Brainstormed ideas about decorating or making the assembly awesome.</p>
<p>2) STEAMraiser—Disney service project ideas... Book Drive? Could we use the May 5<sup>th</sup> Book Fair as part of it? There are already parents volunteering for that, so...</p>	<p>Book Fair is May 7-9. Maybe we can include the volunteers who are already signed up as parent participants. Needs to include “families”—students and parents.</p> <p><b>Bridget</b> will send list of Book Fair hours and volunteers to <b>Amy (&amp; Jen as backup)</b>, who will check Disney rules with Heather/Rachelle and set up table and chairs for 3 days of book fair; also come up with plan for gathering names of participants (goal is 75+).</p> <p><b>Gina</b> will create .pdf of coloring/note card pages for the kids and parents to color or write on at the book fair (Brooke Haag can print &amp; cut).</p> <p><b>Bridget</b> will clean up at end each day.</p>
<p>3) STEAMrasier— the Event Formerly Known as “Raffle”—STEP 1: gathering items or just planning them. 2 people in charge.</p>	<p>Heather did research and the raffle is not a problem (as to whether it’s “gambling,” which is illegal in UT). Easy to avoid: just allow every participant to get 1 ticket without paying for it (they can earn it in some way (like through class), or just get it for showing up to school once, etc. As long as everyone has a <i>chance</i> without paying.</p> <p>Students love beanie boos and stuffed animals (buy them after Easter, etc. holidays). Brainstormed other ideas...</p> <p>In Charge of Rewards/Gift Certificates for Raffle: <b>Amy, Jen</b> (lead person), <b>Amanda</b> (Get Air), <b>Laura</b>.</p>
<p>4) STEAMraiser—the STEAM activities. Dividing out who contacts the businesses (so Amanda doesn’t do it all). When did she contact them last year? (Get a timeline planned.)</p>	<p>Timeline last year was already moving on it before now, so we need to get hustling. May 13, the teachers will have picked the date and we can start contacting people.</p> <p>Amanda can write up a letter and get it to us. Sometimes emails work, but then it requires a lot of follow up. She can email us a list and we can split it up.</p> <p>Last year hosted approx. 20 businesses, starting from initial contact with 30-35. A lot of them will be repeats from previous years.</p>

	<p>If anyone has ideas of other places, let's try them. Or we can reach out to parents who own businesses we can tap into.</p> <p>VOLUNTEERS (each contact ~10 businesses):  <b><u>Heather, Laura, Jen, Rachelle, Gina</u></b> (middle end of May),  <b><u>Amanda</u></b> (if we need her).</p> <p>Once the participating businesses are finalized, <b>Jen</b> will take lead on reminders (starting 2 weeks before), concierge service (reserved parking by portables [plus an attendant there], showing them their room, maybe give them popcorn like last year, etc). Check with Amanda on ideas.</p>
<p>5) FUNDRAISING—are we adding other fundraising events? Movie night, “mix it up day” at school, fun run...? (Keep them simple.) Should we sell the Little Caesars crazy combo coupons? (not door to door, but maybe at an event or just some other week.)</p>	<p>Heather doesn't want to, while she focuses on the new raffle for STEAMraiser. Amanda doesn't want to. Her preference is that we get grants for \$ for furniture, fill out some rooms here at the school so they look great. Then show those to parents and ask them to help make all their rooms look like those by donating.</p> <p>What Amanda really could use from us is GRANT WRITING. Technology grants for the interactive projectors. Tech grants should be easier to find/get than furniture. So use Grants for tech and donations for furniture.</p> <p>Grant Writing VOLUNTEERS:  RESEARCH: <b><u>Rachelle</u></b> (check Lowe's)  WRITING: <b><u>Heather</u></b>  EDIT: <b><u>Laura, Gina, Bridget</u></b></p> <p><i>NOTE:</i> Maybe Heather and Amanda need to meet with PTA Heather Taylor to come up with a universal goal as to the messaging to parents about donations/fundraising.</p>

AGENDA items for NEXT MONTH: May 16

- STEAMrasier— the Event Formerly Known as “Raffle”—FUTURE STEPS: kick-off assembly, bulletin board, lunchroom “thermometer” poster, Brainstorm/approve ideas for whole-school rewards, brainstorm/approve ideas for highest-earning-class rewards. Schedule it—1 week or 2, and how does it coincide with STEAM night?
- Look at school-level rules, policy, and procedures (dress code, etc).