



Committee Chair Report

School Year: 2021-2022

Prepared by: Erin Davies

Date: 5/18/22

Committee Name: Yearbook

Committee Chair(s): Erin Davies

Co-Worker(s): One parent volunteer from each classroom

What We Accomplished and When: Parent volunteers were recruited in the fall and collected pictures from class parties, field trips and school events. I worked with our Herff Jones rep, David Bollman, to make sure our account was activated & ready for pictures to be uploaded. I also worked with Wayne Bratten, our school photographer, to obtain student/staff portraits. I organized the book & put photos on pages.

When job was started and completed: Started fall 2021 - books ordered April 2022. Books to be distributed end of May 2022.

Resources used/needed: We utilized the Herff Jones yearbook company to make & order books. We also used paper order forms. Payment methods included PayPal, Venmo, cash & check.

Monies Used/Profits Gained: We charged families \$10 a book this year. The PTA covered the remaining cost of the books (about \$7 per book).

Difficulties: Organizing and making the yearbook is very time consuming for one person. The parent volunteers were very helpful in collecting & sometimes uploading photos, but no one was interested in helping put photos on the actual pages.

Suggestions for Next Year: I am hoping to recruit new/more volunteers next school year to make more of a yearbook committee - it would be nice to have a volunteer chair, an orders chair and a book making chair. Maggie Shiels has agreed to help me co-chair the yearbook next school year.

Other Comments: I ordered 401 books this year - one hundred more than last year! We had many families donate books for students who can't afford them. We had about 30 donated books total. We should have 13 extra books to sell if someone who did not order decides they want one. There are also 20-25 overruns at the Herff Jones plant that they did not ship to us this year. We can have them shipped if needed.