

Committee Chair Report

School Year: 2021/2022

Prepared by: Christie Schoen

Date: 5/5/22

Committee Name: 5th Grade Farewell

Committee Chair(s): Christie Schoen (overall and memory book)

Co-Worker(s): Jocanna Streets (Fundraising), Nicole Mayer (Spirit wear sale), Stephanie Wolfson (5th grade Field day), Melanie Lawley (Balloons + Decor), Amanda Babst (Clap out), Jen Brandenstein (Pool Party)

What We Accomplished and When: 5th grade celebrations including: memory books for all students, field days, clap out, pool party.

When job was started and completed: year long fundraising for end of year activities

Resources used/needed: Printer - Invites and communications, Field day supplies planned and provided by 5th grade teachers, photos from class teachers and parents for memory books.

Monies Used/Profits Gained: Fundraising: 1. Kornice 2x5 (est \$300 profit), 2. Mexican bakery at election (\$100), 3. Chipotle (\$313), 4. Donuts 2x5 (\$700), 5. mediterranean (\$240), 6. Spiritwear sale (\$1088), 7. Haulihans (tbd)

Difficulties: collecting family photos for memory book. create one central space for all pictures, questionnaire forms and parent well wishes to be submitted for the memory books.

Suggestions for Next Year: Give parents the option of contributing cash - Several families expressed the wish to donate cash because fundraising activities were difficult for their schedule.

Other Comments: sub-chairs are necessary as end of year requirements are time consuming - especially the memory book.

→ Estimated expenses = Est. \$3100 - \$3300

1. memory books (\$1346)

2. markers + t-shirts for field days (\$550)

3. Field day food (\$500)

4. Decor for field day, clap out, pool party (\$100)

5. Pool cost - Bower Hill swim club (\$300)

6. Pool party food (tbd)

Budgeted Expenses \$3075