

**Minutes for LMES PTA:****Location:Google Meet****Time: 10:00am****Date: 8/11/2023****Attendees:**

Members in attendance: Brad Davis, Gilly Hager, Natalie Wageman, Molly Youngstron, Aimee Sergent, Brandi Davis, Jacqueline Nelson, and Nicole "Coley" McLaren. Guest In attendance: Nicole Richardson.

**Agenda Items:**

Gilly Hager discussed the "Full Service Model" for our event. They will be on our campus for 7 days. This "Full Service Model" has 3 offers for LMES to take advantage of:

- 1.) \$250 set up fee waived for online store.
- 2.) 5% for early bird discount in having the t-shirt order ready by 8/15
- 3.) \$250 off a merchandise order of \$1000 or more.
  - a.) The LMES PTA will most likely take advantage of offer #3 in order to get some discounted merchandise for Staff and Volunteer Appreciation.

Kick off will begin on 10/3. The website for Boosterthon will open on 9/19. As of 9/12 we can start to promote Boosterthon and our fundraising efforts. The Donations will stay active on this website for a week following the run on 10/11.

Clear the calendar for other Boosterthon events: product sales, jump rope for heart, book fairs, auctions/golf tournaments, field trips, donation drives, fall & spring carnivals/concerts, spirit nights.

Gilly Hager discussed our fundraising goal. LMES and the LMES PTA are projecting \$20,000 in our goal to raise money for instructional supplies and the upgrades to the 5 house system.

- 1.) LMES PTA is giving stipends to the teachers (\$100 and \$15)
- 2.) Decorates the school for the 5 house system
- 3.) Pep Rallies: Kick-off, House Start

Brad Davis volunteered to be slimed by the class who raises the most money. Nicole "Coley" McLaren suggested that Brad Davis and Elizabeth Webel do a Lip Sync Battle if the school can raise a certain dollar amount by one of the milestones. Both are game for it.

LMES will run a nightly challenge for funds raised.

LMES will also take advantage of the corporate matching widget to maximize the funds we raise.

The Student Star videos have been enhanced and they now star YouTube sensations. The prizes that the students can earn are also aligned with the YouTube stars.

There is added ease for donations by allowing Apple Pay to be used to transfer money to the Boosterthon site.

The Administrative Dashboard has a variety of highlights:

- 1.) Digital checklist of what we need to make sure gets done.

- 2.) Customized communication going out.
  - a.) It will send automated reminders that get sent out to our parents, teachers, and corporate donors.
- 3.) The users who will be given access to the Administrative Dashboard are: Brandi Davis, Nicole "Coley" McLaren, Jacqueline Nelson, Brad Davis and Nicole Richardson.

#### What will Boosterthon look like this year?

- 10/3—there will be a 15 minute teacher meeting after school from 3:15-3:30pm. We will make sure the staff have the shirts and will collect their sizes. The teachers will also get a class code to log into their sites.
- Kick off location options:
  - K-2: 1-1:30 pm in the gym
  - 3-5: 1:45-2:15 pm in the gym
- Program Day: World Changer Workshop
  - Find a Need
  - Write a Plan
  - Rally a Team
  - Launch it Now
  - Grit it Out
- Student huddles:
  - 15 minutes for each grade level
- Classroom visits:
  - 5-7 minutes per class
  - Wrap it up by 2:30 pm
- Prizes:
  - Earn prizes at each level and the keychains are collectible.
- Student Announcements:
  - Videos every morning at 8:15 am
- Fun Run Day:
  - 2 lap lanes again with a special pre-k lane in the back
  - May have to be on the playground if the construction has started.
  - Indoor Glow run option for inclement weather
  - Indoor dance Fit is another option for inclement weather.
- Wrap Ups for Collections:
  - Dollar/lap or flat donation choices
  - Sponsors cannot make a decision without a credit card.
    - Cash and checks must be sent to the school to be tracked by Boosterthon.
  - Sponsors choose whether or not to choose the processing fees.
    - Family pledge option allows a single transaction with a single processing fee.
    - Boosterthon will make regular deposits to and Boosterthon will invoice us at the end.
- We will need a class list with the teacher name and the student numbers.
- The next Boosterthon meeting will be held on 9/13/2023 at 10:15am and should run about 15-30 minutes long.
- The t-shirt due date for students is 9/5 and the staff numbers we will have a month in advance.
  - Sponsors have until 9/10 to send in their logos and donations to make it onto the t-shirts for Boosterthon. All logos will be sent over asap on 9/10 to avoid any additional processing fees.

- T-shirts will have the logo of the 5 houses/1 school in white piping; there will be solid colors for the shirts themselves in the 5 house colors plus orange for the pre-k classrooms to use on field trips.

**Action Items:**

Nicole Richardson will be responsible for the collection of the t-shirt sizes and numbers necessary for each color by 9/10/2023. This data will be sent to Nicole "Coley" McLaren who will forward it along with the logos and information for the t-shirt order.

Nicole "Coley" McLaren will send the logos to Ali at Boosterthon by 9/10/2023 along with the size and color spreadsheet information from Nicole Richardson.

Nicole "Coley" McLaren will continue to follow up with our corporate donations sponsorship by 9/1/2023.



Nicole "Coley" McLaren

8/24/2023

Date of Approval