

Date	Tuesday, February 18, 2020 at 11:45 am
Attendees	Parents: Sasha; via conference line: Samantha, Shefali Administration: Nadine Pickthall; recap with Jackie
Topic	Bond Lake PS Dance-a-thon Meeting Minutes
Notes	<p><u>EVENT NAME</u></p> <ul style="list-style-type: none"> - Avoid "Jamz" - Proposed names: <ul style="list-style-type: none"> ▪ Bond Lake Beats ▪ Bond Lake Waves - 10 votes ▪ Bond Lake Sound Waves – 9 votes - We will work with "Bond Lake Waves" until further notice <p>Action: Finalize event name as we need this for the flyer & envelopes.</p> <p><u>ADVERTISEMENTS</u></p> <ul style="list-style-type: none"> - No kick-off assembly so we need to create excitement for this event using other means. - Suggestion to include it in Morning Announcements - Flyer – few students indicated interest in designing flyer for circulation within the school; Nadine took down their names - Weekly Wave - Twitter – Nadine will check with Jackie about this - Front Sign – Nadine will check with Jackie about this <p>Action: Students to work on designs for flyer - ready by Monday February 24, 2020</p> <p>Action: Shefali will design flyer to include student illustration</p> <p>Action: Tweet out flyer, include flyer in Weekly Wave</p> <p>Action: Front sign updated with Dance-a-thon details</p> <p><u>SCHEDULE OF THE DAY</u></p> <ul style="list-style-type: none"> - Start time: 9:00am Finish time: 2:00pm - Break over lunch - Sessions will be decided by Administration - Sessions to be divided by grade - Notional idea: K-1, 2-3, 3-4, 5-6, 7-8 in 45 min intervals - DJs: currently 2, aiming to have 5 - 13 students indicated interest in being DJs for the dance - School Admin will decide the DJs; likely in 5 teams - School Admin will decide schedule for DJs. - DJs will require supervision by parent volunteers - <u>Playlist:</u> students suggested placing chart paper in each classroom for students to write song requests - Box in the office for song requests was also suggested - Students can make as many song requests as they would like

- Note the grade on the chart paper so we know the dance to play the requested song at
- Volunteers: We will need many volunteers to help with this event. (roughly 10 – 30 throughout the day)
- 3 at the doors, 3 circulating, food, sales, equipment setup etc ..

Action: Chart paper to be set up in each classroom so students can make their song requests – launch date for this not set

Action: Box in the office for song selection

Action: Nadine/Jackie to decide on DJ teams & time slots

Action: Nadine/Jackie to send out call for volunteers in Weekly Wave – rsvp to School Council email address.

EQUIPMENT

- Parent volunteers will be needed to pick up rental equipment, set up equipment, run sound checks, supervise students using equipment & return equipment.
- There is a permit for the gym the night before, so setup will have to be done the morning of the dance-a-thon; **7am**
- Need: 2 heavy duty speakers, light board & lights
- No strobe lights
- School will provide: microphones, computers, screen if needed

Action: Shahram to find out pricing & reserve rental equipment from Cosmo Music

Action: Find out from Jackie, who is supplying the music?

FUN SHOP

- Fun glasses
- Mardi Gras necklaces

SNACK STAND

- Students suggested rockets, pop rocks, chips, ring pops (big seller last year), candy necklaces,
- Drinks: juice boxes
- Healthy food option: carrots
- Rice Krispies squares did not sell well last year
- Students will buy things that don't normally end up in their lunch boxes
- Suggestion made to have a gluten free option
- Reminder that no nuts are allowed

Action: Sasha will take lead – work on identifying items to sell at the Fun Shop & Snack Stand; Mary will work with Sasha on this. Once list is finalized, decide on quantities & arrange purchase.

FUNDRAISING LOGISTICS

- Envelopes to be designed as per details provided by students.
- School will handle printing of envelopes – has to be B/W
- Launch Date: February 26th – envelopes go home
- Date to complete envelopes – February 25th
- Envelope return date – daily until March 11th
- Team will have to circulate to collect envelopes from the classes because of teachers’ work action sanctions – Admin will collect envelopes & bring to office
- Require – 2 Council members min to count cash
- School Cash online – users must register to donate in this way. Select “Make a donation” button. Select “Bond Lake PS – C248” in “fund destination” pick list. User can leave optional note to direct funds to dance-a-thon. How do we convey this on envelope?
- To incentivize students to raise money – ideas of having Funday party, pizza party, crazy hair day, throw sponges at the principal for lead donor/class?? We will think about this further.
- Funds raised will support the purchase of new technology, indoor & outdoor all-season sports equipment, kindergarten yard repairs, math enrichment

Action: Shefali will work on the envelope & flyer – to be done by Monday; Samantha will support

Action: Nadine to send itemized list of envelope details to Samantha/Shefali

Action: Illustration will be provided by student for flyer – to be completed Monday so flyer can be finalized – send to Samantha/Shefali

Action: 590 envelopes to be printed by school on Tuesday Feb 25th

Action: Envelopes go home with students Wednesday Feb 26th

Next Meeting – TBD