

## SCHOOL EVENTS COMMITTEE MINUTES

November 17<sup>th</sup>, 2014

SFX School, 7pm

Meeting began promptly at 7 pm with prayer by Mrs. Michelle Russo

Members present: Susan Alexander, Laura Duarte, Raquel Antonio, Kristine Buss, Nellie Hotte, Keri Borba, Sharon Tripp, Jennifer Moniz, Audrey Sylvia, Mary Crapo-Pereira, Tarley Sumner, Michelle Teixeira.

**Vendor Fair** – A huge thank you to Jenalyn Govern for making this year's vendor fair a great success! The event raised \$1,476, which is comparable to years past. The energy and enthusiasm shown both vendors and shoppers was noticeable and notable. There were many new vendors this year, who were happy to be a part of our fundraising efforts. It was mentioned that 7<sup>th</sup> & 8<sup>th</sup> graders that help at such events should be scheduled in shifts, to reduce the number of uninvolved helpers. It was also noted that the traffic seemed a bit thinner than usual and advertising in neighboring parishes should be done next year.

**Breakfast with St. Nicholas**- Set for Sunday, December 7<sup>th</sup>. Food donations secured, Michelle Teixeira agreed to handle outdoor decorations, Tina Tetreault handled the centerpieces and Paula Shurtleff has agreed to handle photography. Audrey is using the SEC volunteer sign up sheets to generate help for the day of the event. Grade level basket item information has been shared with families via newsletter and email, and we are hopeful that those items will be coming in soon. Families were also asked to donate any gently used Christmas decorations. At 2pm on Saturday, November 29<sup>th</sup> we will begin to pull out and evaluate our existing Christmas decorations. Please come help if you are able.

**Catholic Schools Week and Open House**- The date of this year's Open House is Sunday, January 25<sup>th</sup>. SEC representative presence would be GREATLY appreciated. This year we will be utilizing the gym, as a showcase/gathering area, and would like to have SEC reps present to oversee/orchestrate tours/answer questions.

**"Light up the Night" Spring Gala**- Laura Duarte held initial interest meetings on Tuesday, October 28<sup>th</sup> @ 8:30am and 7pm. The areas of sponsorship, solicitation, decorations and baskets were discussed and ideas were shared. Laura would like to form subcommittees for each of these areas. Please contact Laura at [laurajduarte@aol.com](mailto:laurajduarte@aol.com) if you would be interested in helping in any of these areas. Initial sponsorship letters have been sent to banks. All other sponsorship letters set to be mailed January 1<sup>st</sup>. SEC members were encouraged to be continuously thinking of creative auction items. "Light Up the Night" next official meeting will be in the new year.

Next SEC meeting will be held on Monday, December 1<sup>st</sup> at 7pm at the school. Please join us for evening prayer at 6:30pm at church if you are able, as we pray for the continued success of our school!

Minutes recorded by Michelle Russo