

Alhambra Traditional Elementary School (ATS)

2023 Promotion Committee

Meeting Minutes

Date/Time	Monday, September 26, 2022 4:30 PM – 5:30 PM	
Location	MPR Conference Room	
Attendees	<u>School Admin:</u> Janelle Flora Amanda Stegen Michelle Blilie Andrew Feight Kelly Parsons	<u>Parents:</u> Candee Samora Jessica Brown Cynthia Hernandez Erika Arellanes Kelly Whitson Ruth Gallegos Jacqueline Brooks Yessenia Acosta Daniela De Jesus Elizabeth Uribe Jana Maclellan
Lead Committee Member	Candee Samora C.Samora3@gmail.com 602-402-6496	

Topics Discussed:

1. 8th Grade Promotion information updated on school website
 - a. <https://www.alhambraesd.org/domain/3959>
 - b. OR from the main ATS home page->Parents-> 8th Grade Promotion Committee & Information
2. Confirmation of budget from PTO
 - a. \$1500 for promotion
 - b. \$600 for all 4 dances
3. All 4 dances confirmed
 - a. Dances are 4PM to 6PM,
 - i. if student is picked up later than 6:15, student may not be able to attend next dance

b.

2 nd Quarter Dance	12/08/2022	7 th & 8 th graders attend
Valentine's Day Dance	02/09/2023	7 th & 8 th graders attend
Spring Dance	04/13/2023	6 th , 7 th , & 8 th graders attend
Promotion Dance	5/18/2023	8 th graders attend

- c. Student Council wants to help fund dances (Brashear will be contact)
- d. Dances will be held in the MPR
 - i. Dances can't be held in cafeteria due to extended day license

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- ii. Dances can't be held in gym because there is no food or drink in gym
 - e. Since Dances are in the MPR, we can start set up at anytime
 - f. Discussed having Promotion dance off campus possibility (will vote next meeting)
 - i. We will need liability insurance
- 4. 8th grade shirts
 - a. Mrs. Blilie is handling:
 - i. She is working with students to come up w/ design
 - ii. We can ask for a Promotion Fee from parents that will cover the cost of shirts and extra will go to those parents who couldn't afford shirt
 - 1. Promotion fee has to go through Student Council
 - iii. Last year there were about 80 shirts ordered
 - iv. We might be able to get shirts donated (Candee Samora checking)
 - v. Shirts will be received before Christmas break
- 5. Special Moment Silk Flowers & Notes
 - a. Once we have a count of how many families/split families, we will purchase ex: from amazon
 - b. We give the cards to the teachers and they will have the students hand write the notes to the families
 - c. Students will walk the flowers to the family with the note at the beginning of promotion ceremony
- 6. Promotion Ceremony
 - a. May 24, 2023 @ 5PM in the gym
 - i. No food or drinks in gym
 - b. There is a separate dress code for promotion (details at later date)
 - c. Amount of tickets per student will be determined at a later time
- 7. Promotion Certificates
 - a. The school provides them and those are picked up from office by parents
 - b. These are not what is given out during the promotion ceremony
- 8. Promotion Tickets
 - a. We will print the tickets in a manner that can't be copied
 - b. We will place set amount of tickets in an envelope for each student
- 9. Pictures
 - a. We will need to get with Mrs. Pena/Flora for the "tree pic" and aerial
 - b. If we do the aerial photo with drone (Candee Samora) we will need liability insurance
 - c. Duke has bundle that includes the Promotion Certificate Portfolio (this will be given to the students at the ceremony when they walk up)
 - d. Yearbook photo on 10/6/2022

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10. Memory Video

- a. Being handled by Jana Maclellan
- b. She will be creating a Facebook page where parents can send in student's photos
- c. Teachers will also be collecting photos
- d. All photos needed to be submitted to Jana Maclellan by April 18th
- e. Memory video will be put together with photos and music
- f. Memory video is going to be played at the Promotion dance for students to see AND during the Promotion ceremony for family to see

11. Hall of Fame

- a. Picture of student, Name, and High School they will be attending
- b. Hall of Fame can go up beginning of May in the hall focal area of school (theme not yet decided; stars, buildings, etc)

12. Decorations

- a. We can try and use transferable decorations between dances for promotion ceremony
- b. Erika Arellanes has found company to do our balloon arches for free, we just purchase supplies.
 - i. Instagram: bombas_az

13. Turn around trip

- a. Saturday before Spring break –March 11, 2023
- b. 8th grade teachers have students vote to determine which park we go to
 - i. Knott's Berry Farm (6 hr 15 min -360.2 mi)
 1. \$37 per student+\$25 all day dining
 2. 1 complimentary chaperone ticket for every 10 tickets
 - ii. Magic Mountain (6 hr 22 min -405.1 mi)
 1. Information not yet available for 2023
 - iii. Universal Studio (6 hr 2 min -379.5 mi)
 1. Information not yet available for 2023

Action Items	Owner
Clarity needed on fundraising in regards to how the money needs to be allocated	Andrew Feight
Need a copy of last year's promotion ceremony agenda	Amanda Stegen
See if we can get 8 th grade shirts donated (~80 last year) – will have an answer in ~2 weeks, if not reach out to Mrs. Blilie and we will use her contact	Candee Samora
Find out how many people the gym can hold so we know how many tickets each student will receive for Promotion Ceremony	Andrew Feight

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Produce example of previous 8 th grade shirt	Mrs. Blilie
Teachers will have students vote on turn around trip location. They will have results by 10/3/2022	8 th grade Teachers
Teachers will take a poll on how many families per student for Special Moment Flower and card	8 th grade Teachers
Promotion team to vote if we are having Promotion Dance off campus	

Take Away

1. Have some slogans ready so we can vote:
 - a. Living the Dream, we are class of '23
 - b. We're the best there can be, it's 2023
 - c. Being us and having fun, the class of 2023 is #1
2. Think about color/Theme of Events ready so we can vote:** We need this to start planning around the theme
 - a. Black and Red (Like Eagles we Soar)
 - b. Golder Silver (New York Nights)
 - c. Black & White (Hollywood)
3. Fundraising ideas (More information will come once Mr. Feight get clarification)
 - a. Holiday craft fair (~ \$50 to rent booth)
 - b. Breakfast for the teachers (~\$10/plate)
 - c. Silent Auctions
 - i. Reach out to parents/friends to see who owns their business that would be willing to donate services/items
4. Hall of Fame ideas
 - a. New York City
 - i. Candee Samora knows engineer that can create buildings to place along walls in hallway with 8th grader's photos
 - b. Stars with 8th grader's photos and high school they will attend