

Minutes of Event Planning Meeting for Fall Festival

SVS PTO

September 14, 2016

AGENDA ITEMS:

- **Date Change.**

Thank you to everyone who completed the survey and provided feedback on what date (Saturday, Oct. 22 or Thursday, Oct. 27) would allow the most people to attend the Fall Festival. The results as of this morning indicated that there was a 50/50 preference. Given the lack of a clear preference, the PTO board considered all the comments, weighed the pros/cons and voted to move the Fall Festival up to Saturday, October 22 from 1-4 p.m. This change should be safer for kids (given that it's in the afternoon), could attract more of the school and parish communities and would allow us to offer a bigger variety of events and activities.

There was discussion about conflicts (namely a soccer tournament) and the possibility that it's too late to change the date. It was noted that this change may be inconvenient for some of our families.

The church parking lot and front school lot will be available for parking, and families are welcome to stay afterwards to attend 5 p.m. Mass at Holy Family. The back school parking lot and the driveway past the first turn will be reserved for festival events.

- **Book Fair**

PTO discussed the date change with the Book Fair committee prior to this meeting. And Mrs. Stroud agreed to open the Book Fair on Saturday during the Fall Festival for parents, families and friends to start shopping. This will not affect the rest of the week's events and shopping opportunities. However, they will need volunteers. Please contact the committee if you can help.

- **Festival Food**

The PTO is considering both providing hot dogs and hamburgers as well as open the festival to outside food vendors. Kona Ice has confirmed that they will be there. If anyone has contacts for other vendors, please let us know.

During the meeting, Neco's generously agreed to donate all of the hot dogs and hamburgers.

Because it is in the afternoon, the PTO is considering charging a small amount for food to serve as a fundraiser.

- **Activities**

Each class is asked to set up either a game or event. If it is a big project (i.e., a maze), you can join your grade classes to set it up. PTO needs room parents to sign up for an event as soon as possible.

The following is a list of suggested activities, but other ideas are welcome:

- Bounce Houses – 4th grade Rogers
- Pony Ride – 4th grade Bermond
- Hay Ride (tractor is available)
- Mini pumpkin decorating – PK4 classes
- Corn hole
- Football Toss – 3rd grade Flowers
- Fishing – PK2
- Potato Sack Race
- Pumpkin Carving Contest
- Face Painting / Temp. Tattoos
- Ring Toss
- Pumpkin Roll
- Maze
- Other games??

Other possible activities, which may or may not need a class sponsor, include:

- Costume Contest
- Pumpkin Patch
- Photo Booth (for Fall Pictures) – A 5th Grade class will set this up.
- Class Scarecrow contest (door hangers)
- Canned Food Drive to be donated to needy families at Thanksgiving – 3rd grade will sponsor
- International harvest festival displays
- School activities incorporated through lesson plans?

Sabrina Schepens has asked the fire department to bring out a fire truck and smoke trailer to educate kids about fire safety in an interactive way. The police department and military has also been contacted about bringing out some vehicle/display/activity.

- **Miscellaneous**

The following are items to be discussed and decided:

- **Volunteers** – we would like parents to be with their kids at the festival, so we will push to recruit local high school students to monitor booths and activities for service hours. Flyers will be sent out to the schools and be put in parish bulletins. If you know of anyone else who can help, please contact the PTO.
- **Music** – we will book a DJ like at the Back to School picnic.

- **Need HAY Donations** – please let us know of anyone who could donate hay for decorating, hay ride, etc. and we will return it after the festival.
- **Publicity** – print flyers for the school, church bulletins and put notices on Facebook, Website and app. Also, need to either get banners donated (Coke being contacted) or purchase banners.
- **Work Days** – dates to be decided.