

## St. Matthew's Elementary School - Parish Education Committee – August 2023

Report: Events & Fundraising (Lisa Smith)

This report is specifically geared towards communicating events and fundraising efforts for the upcoming school year. This includes event, fundraising goal, date, locations booked, lead, and additional notes.

Offering and fundraising goal	Dates	Rooms booked	Lead	Notes
Terry Fox Run - no dollars for school	September 28	Jubilee Hall	Ray Lori will support t-shirt orders Lisa to get snack donation from Fresh Street	This team support the Terry Fox Run, Walkathon and Carnival (execution primarily for all three).
Walkathon - dollars to school upgrades (goal \$20,000)	May 10	Jubilee Hall and kitchen	Randy doing admin and communications (with Lisa's support), Nahla doing finance, website, and processes (documentation for next year)	
Carnival - dollars to school upgrades (goal \$10,000)	June 8	Jubilee Hall, kitchen, gym (use of parking lot)	Kristina, Lyndsay, Crystal, Cathy, Katrina, Melissa with Lisa's support	
Christmas Plants - dollars to school upgrades (goal \$1000)	Nov/Dec TBD	TBD once we have our dates	Leidy with admin support from Tara	This same team will also help with the Bazaar (extra hands and execution), which is managed by Sophia Edwards through Tania.
Bake sale x2 - dollars to school upgrades (goal \$1000)	Dec 14 (1:30 and 6 pm shows)	Kitchen	Leidy with admin support from Tara and baking from other school community volunteers	
Hot lunch - dollars to school upgrades (goal \$3000)	Start Sept 20 and through full year (minus Ash Wednesday)	Kitchen (may need to share, not changing past practice)	Joan (Wendy Do to support). We met during the summer and these ladies are good to go!	To help with execution of Trunk or Treat + treat day. Opa (T1), BP (T2), TBD (T3). Teams to be better evened out, 3 per team.
Treat day - dollars to school upgrades (goal \$150)	TBD	TBD	Joan and Wendy to support.	
Pancake 1 - dollars to school upgrades (goal \$500)	Nov 26	Kitchen, Jubilee Hall, Gym	Jenny and Arlene – front Julian – kitchen	Carnival shift less Shrove Tuesday crew. Julian will need a food save certificate that the school will pay for (I have shared details
Pancake 2 - dollars to school upgrades (goal \$500)	Feb 11	Kitchen, Jubilee Hall, Gym	Jenny and Arlene – front Julian – kitchen	

Pancake 3 - dollars to school upgrades (goal \$500)	April 14	Kitchen, Jubilee Hall, Gym	Jenny and Arlene – front Julian – kitchen	with him and he has confirmed he will take).
Shrove Tuesday - no dollars to school	Feb 13	Kitchen, Jubilee Hall, Gym (not confirmed)	Jenny – front Julian – kitchen	The rest of the team will support a carnival shift.
<i>International Brunch - please check with Elisabeth around if money is made from this event and where it should go (we can ask on the 29th)</i>	<i>October 1</i>	<i>N/A</i>	<i>Angela/Alex are the confirmed leads, Elisabeth is their PEC rep</i>	The team supporting IB and DD will also support the RC Challenge. They have been communicated with.
<i>Parish Dinner Dance - please check with Elisabeth around if money is made from this event and where it should go (we can ask on the 29th)</i>	<i>June 1</i>	<i>N/A</i>	<i>Alex is the confirmed lead, Elisabeth is their PEC rep</i>	
<i>RC Challenge - no dollars to school</i>	<i>November 11 (plus set up on 10<sup>th</sup> from 7 – 9 pm)</i>	<i>TBD</i>	<i>Angela is the confirmed lead, Bola will also support</i>	
<i>Trunk or Treat - no dollars to school, possibly a food bank donation (cans)</i>	<i>October 28</i>	<i>Access to washrooms (TBD) – Miss Welsh, can you book the gym for washroom access and block this in the calendar?</i>	<i>Melissa</i>	<i>As noted above, hot lunch committee to help with execution.</i>
<i>Bazaar - dollars to reading foundations, Tania is the contact for this.</i>	<i>TBD</i>	<i>TBD</i>	<i>Sophia (plus planning committee)</i>	<i>As noted above, the Christmas crew will provide execution support.</i>

Overall goal for fundraising in 2023/2024: **\$36,650**. I am hopeful we can get close to \$40K but I think this is a good estimate. Everything can go to school upgrades, but we can always add in a special item here and there and indicate excess funds to go to school upgrades.