

SEPTO Monthly Meeting

September 25, 2024

3:00pm – 4:00pm



Zoom Meeting ID: 959 0546 3419

Zoom Password: SEPTO

Agenda/Minutes:

1. **Attendees/Introductions** (Sarah)
Tanya Frank, Tina Bonfiglio, Sarah Davis, Kate McElhaney, Colleen Dox-Griffith, Kate Jackson, Mary Kirkpatrick, Margarita Rodeman, Suzanne Maxim, and Martha Willis
2. **Treasurer's Report** (Tina)
 - Review anticipated costs
 - In regard to teacher grants/scholarships, Colleen mentioned there are criteria/guidelines in place such as they must be full time, includes Teachers and Paras. Winners would share how the grants benefited them at the dinner.
 - Tina will report Treasury info every month at this meeting.
3. **Second Chance BOCES-wear Shop** (Sarah)
Ran into a snafu. When Donna Graham retired from BOCES since she had created the Microsoft Form, the Form left with her. Sarah will recreate the Form. She will work with Kathy and Mary and share the link with Tanya to get this up and rolling again.
4. **BOCES 2 Apparel** (Tina)
An online only sale year-round. We have a link on the left side of the Employee Portal. SEPTO earns 10% of all sales. Orders can be mailed home or delivered to the classrooms. Families can also purchase. We sent fliers home last spring and Steve Dawe sent out BOCES wide email. There is a new tab in the apparel store called Additional Designs, previously called Inspirational Designs. We used to be able to offer any color or pattern shirts, but Executive Cabinet advised that we only use our branding colors; red, black, white and grey.
5. **Membership** (Sarah)
 - Membership fee has increased from \$10 to \$15
 - Those who become members by October 18th will be entered into a drawing for a \$50 Amazon gift card
 - Ask WBL if they would create cards thanking those who become members
6. **Chipotle Fundraiser** (Sarah)
 - October 1st; 4:00pm – 8:00pm
 - Ridge Road, Greece
 - Thank you to Kate Jackson for getting this up and running for us! We can do it again in 6 months (April 1st).
 - Send reminder for Chipotle fundraiser on Monday or Tuesday.
 - Fliers went out to staff a week or so ago.

- Steve Dawe sent a reminder BOCES wide in a newsletter.
- Can we put a QR code on the flier?
- Sarah posted the event on SEPTO Facebook page.

7. **Update on Believe Kids Fundraiser** (Sarah and Colleen)

As of 9/24/24, does not include paper sales

- Total Registered Students: 36 out of 775 (5%)
- Total Raised: \$3,454.00
- Top 5 Teachers by Total Sales:
 - Miller (PK): \$677.00
 - Sekaz (PK): \$535.00
 - Gallinger (2): \$426.00
 - Wingrove (PK): \$286.00
 - Maxon (9): \$260.00
- We will ask teachers if they have any order forms that were submitted and will pick them up from the classroom.
- Sarah created a guest account so that everyone has an access code to enter when shopping.
- Staff can register as a student so the classroom gets credit.
- Teachers will be notified if they qualify for the \$50 teacher incentive for having 50% of their class participate.
- Hard end date is October 7th
- There's data to support that the longer you wait to start your fundraiser, the less you will make. It's best to start right at the beginning of the school year.

8. **Future Fundraising** (Sarah)

Winter T-Shirts

- [Parent Teacher Organizations – DesignAShirt](#)
- [Etsy Vendor](#)

Last year the company we used charged \$9 per t-shirt but because it was a flash sale, there was a very small window for ordering. We charged \$13 per t-shirt. Last year we didn't have enough turnaround time to get information to classrooms, so some classes didn't receive the flier until the order due date.

We are researching other vendors to keep the price point reasonable and have a better timeframe. If anyone knows of any other companies that have t-shirt sales, please let us know. A lot of local companies are pricey, starting at \$17 without a profit.

Business Promotion via Facebook/Website

- We would like to send a letter to local businesses asking for a donation.
- Over the summer, the WBL students created a list of local businesses.

Other Ideas

- Lorraine Bennett used to do a chocolate covered pretzel fundraiser and t-shirt fundraiser. Kate will follow up with her to get more information.
- Ornament sale

9. **Book Fair Discussion** (Sarah and Tina)

Author's Note Overview

- Located outside of Medina.
- If we decide to use them, we need to get them dates ASAP

Scholastic

Goes smoothly until it comes time for them to pick-up the materials when we moved it to different locations. We earned enough last year where they would provide the big cases this year at one location. Moving the Book Fair last year brought us a lot of success. Cases are a lot nicer. Would O&M be willing to move them? Book Fair brings in a lot more when it's aligned with an activity. It brings in a credit for free books which we may distribute to our classrooms. We are leaning towards Scholastic at least for the Fall bookfair. If we raise enough in the Fall we can have a buy one get one free sale in the Spring.

10. **Stepping Up SEPTO Form** (Sarah) <https://forms.office.com/r/0Hh04tae42->

- Aiming to send out early October to all staff.
- Sarah will create a form for families to submit responses via our website. Ask families what type of workshop would you like to attend? They could be in-person or Zoom.

11. **Staff Appreciation** (Sarah)

A lot of work to recognize individual groups. We thought it would be nice to offer food and drink prior to a faculty meeting. We received feedback that staff really enjoyed it in the past. Students could make decorations for the event.

12. **SEPTO Representation at Open House(s)** (Sarah)

- ECLC Open House: October 23rd from 6:00pm – 7:00pm
- Ridgecrest Open House: October 10th tentatively
- Terry Taylor does not have at this point but is working with the district.
- Sarah reached out to Lawanda Brown to see if she has any upcoming events where families will be in her buildings.
- Great way to meet with families.

Note: Spencerport CSD just started their own SEPTO. Sarah will follow up to inquire if we may partner with them.

13. **Holidays Around the World Update and Greece Rotary Support** (Sarah)

- Judie Van Bramer is our contact
- Executive committee will be meeting in person with her on Monday, September 30th
- Colleen mentioned the Greece Rotary always wants to know how they can be involved.

14. **Planning Breakfast with Santa** (Sarah)

- Saturday, December 7th
- Need to book PDC and reach out to Lucien.
- Kerry needs to work with Thomas K. Putnam b/c Jo Anne used to provide security and O&M Support. We will form a planning meeting.

15. **Community Outreach** (Sarah)

Rochester Extended Families

- Sheila Williams; 585-953-3657
- Aimed at assisting families in Rochester and the surrounding areas to curb violence.
- Has been initiated with several agencies, and judges, and would like to know if BOCES 2 would be interested in partnering with them.
- She is looking for a contact person to extend an invitation.

We want to start meeting with more organizations in the community.

Action Items (who and what):

Kate to follow up with Lorraine Bennett regarding fundraiser ideas.

Martha to follow up with Rochester Extended Families.

Sarah to form Breakfast w/Santa Planning Committee.

Kate to set up a table at one of the open houses.

Next Meeting:

Wednesday, October 16th, 2024

3:00pm – 4:00pm

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