

Project Graduation 2024 Meeting Minutes

Date: Wednesday, 2/7/2024
Time: 6:30 PM – 7:15 PM
Locations: via Zoom

Attendees: Jenn Boehler (AHM), Brenda B., Theresa B.

Agenda Items:

1. Call to Order: Jenn Boehler called the meeting to order at 6:45 PM
2. Discussion Points:
 - Project Grad is scheduled for the night of graduation (currently 6/13)
 - Graduation date will be froze at the February BOE mtg at the end of this month
 - AHM contracted with Revolutions in South Windsor for RHAM High School Project Grad event (fourth year AHM contracted with this venue)
 - Event is from 10:00 PM – 4:00 AM, with food all night, DJ, Air Brush Tattoo Artist already contracted with. Yard games like corn hole, spike ball and can jam were positively discussed.
 - If additional snow days occur and graduation date moves, at this moment, Revolutions is able to accommodate our event at Revolutions or Nomads
 - AHM applied for a grant to pay for this event; ticket price not determined.
 - What the graduates will do at event
 - AHM have Project Graduation webpage; general info about the event and with a click of a button visitors can do the following:
 - Purchase a raffle prize for the graduates who attend Project Graduation – can be done NOW and the items will be shipped directly to AHM.
 - Sign up to volunteer for on-boarding of graduates or to chaperone event – can be done NOW
 - Register for Project Graduation starting on May 1st (GF option for food, code of conduct, emergency contact, medical issues)
 - Purchase a graduation lawn sign starting on May 1st with pick-up dates to be announced
 - Make a donation to Project Graduation (make note in Comments section donation is for PG)
 - Apply for AHM Project Graduation Scholarship if there is current financial stress in the graduate's family.
 - Link to webpage: <https://ahmyouth.org/fundraisers-events/project-graduation/>
 - Communication to parents begins after BOE freezes the graduation date; hardcopy letter to parents of grads, post card to junior parents, RHAMbler, RiverEast, and word of mouth.
3. Action Items:
 - AHM and parents to look into other activities for event
 - AHM to create Google Sheet and email to parents to organize additional activities/vendors
 - Parents to review list of AMAZON raffle items and provide suggestions for additional items
4. Next Meetings: Wednesday, April 3, 2024 and May 1, 2024

Adjournment: 7:35 PM

Prepared by: Jenn Boehler