

Project Graduation February 2025 Meeting Minutes

Date: Monday, February 3rd 2025

Time: 7-7:30pm

Location: via Zoom

Attendees: Ashlee P., Rebecca T.

Agenda Items:

1. Call to Order: Ashlee Parks 7:04

2. Discussion Points:

- Project Grad has been re-scheduled to June 12th, 2025. BOE to freeze graduation date likely at the end of February.
- AHM contacted Revolutions and they were able to accommodate the June 12th 2025 date change.
- Event is from 10:00 PM – 4:00 AM, with food all night, bowling ally, outdoor volleyball courts, fire pit, lawn games, arcade, raffle
 - Airbrush tattoo artist- booked for June 12th, 2025.
 - Any ideas/input regarding additional activities/entertainment
 - Artist Ann Marie Drury guided art activity/painting?
 - Christie suggested via email-Bracelet making- We have supplies leftover from last year we can use and replesh as needed
- Ticket price not yet determined, pending funding. Scholarship application for Project Grad is on the AHM Project Grad website.

AHM has Project Graduation webpage; general info about the event . Visitors will be able to:

- Purchase a raffle prize for the graduates who attend Project Graduation – Feedback on items list/additions?
 - Christie via email- suggested additions to amazon list to include: Woozoo fans and eye sleep masks.
- Sign up to volunteer for on-boarding of graduates or to chaperone event – can be done NOW. We will need help recruiting volunteers
 - One volunteer signed up so far
 - Rebecca share several family members have expressed interest in chaperoning the event
 - Will need a Medic
- 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
 - Signs have arrived
 - Will offer the opportunity to purchase customized name stickers to add to signs

- 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.
- 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, parents and future grads welcome to share ideas into activities for event
- Parents/students to review list of AMAZON raffle items and provide suggestions for additional items
- Parents to help spread the word to other parents about Project Grad planning meetings, and to recruit volunteers for the event (sign up genius is posted to the AHM Project Grad website)
- Rebecca- Do we have a solicitation letter to share for donations? Rebecca shared she has done a lot of fundraising for non-profits/non-profit events and had success with collecting donated items from many different places/people (ex: given included, Chic-Filet, Walmart, Lowe's ect...)
- Ashlee to reach out to AHM Executive Director to learn about donation solicitation process/protocol and will report back to the group.

4. Next Meetings: Monday March 3rd, 2025

Adjournment: 7:45pm