



## Parent Meeting minutes

Location: FVHS Library  
Date: October 19, 2022  
Time: 7:00pm  
Facilitator: Alaina Knight-Hougen

### Attendees:

- Alaina Knight-Hougen
- Susan Castellanos
- CC Nelson
- Denise Dorsheimer
- Melissa Bernardin
- Ron Mack

### Agenda Items

1. Meeting started 7:00pm
2. President's Report:
  0. Reached out to the Entertainers and they are on board
  1. TK Burgers is available and will be submitting deposits this next week.
  2. In and Out is booked and has us on hold.
  3. Working on getting a 3<sup>rd</sup> Food Truck - - suggestion came through maybe pizza and pasta
  4. Need to get VIP'd if you are on the Executive Board
  5. Need to get TB Tested if you are on the Executive Board
  6. Need to get BBN video to run to gather some hype
  7. Tonight's Parent Meeting will be about picking the Theme
  8. Reminder we are looking for People to come and Shadow Us
3. Advertising/Tickets - CC Nelson:
  0. On campus lunch sales will be March 16, April 20, May 25<sup>th</sup> and last day to be posted will be May 31<sup>st</sup>.
  1. The hope is to have the announcement flyer out by November 21, 2022 week.
4. Online Registration – Susan

0. Susan has been talking with Omelia that started Remind for non-profits to assist in online payment and registration.
1. Omelia will be able to upload all the forms – showing the dates of on campus sales as discussed as well as showing the pricing
2. If a student locks in a deposit and pays in Full by March 16<sup>th</sup> – then they can have the early Bird Pricing of \$175.00. This system will allow for payment plan – we discussed 4 payments starting November 21<sup>st</sup> week once gone out.
3. Omelia asks for a tip, and this is how they get paid – the team said let's take this section off about a tip. Instead, Grad Night will pay \$1.99 per transaction.
4. Omelia will take Credit Card and ACH. If parents pay ACH, this will save Grad Night for the Credit Card charges.
5. Omelia will supply reports for CC and will save CC so much manual time
6. Once the student has paid in full then the name will be added to the website showing they have paid in full
5. Budget Discussion—
  0. We are in the Green going into this year
  1. Script reminder being sold in front of the school every Saturday by the Band and percentage can come to Grad Night
6. Prize - Denise
  0. Susan was able to get someone to donate skateboards
  1. Has put together a Donation Letter for the Community to give monetarily or give gifts to be able to put together for baskets
7. Mugs – Susan
  0. Will need to look at ways to sell the mugs
  1. Selling Mugs starts in Spring
  2. Pricing will still be \$20.00
  3. Maybe combine the sales with the stamps - \$25 for both the mug and stamp, Mug will be \$20 and stamp alone will be \$10.00
8. Website / Instagram – Melissa
  0. 2023 Instagram account completed
9. THEME CHOSEN: "OUR LAST KNIGHT"
  0. Options Were:
    0. Toknight's Gonna Be Good Knight
    1. Unforgettable Knight
    2. Starry Knight
    3. Knight of Your Life
    4. Summer Knight Dream
    5. Endless Knight
    6. It's Going to Be Lit ToKnight
    7. This is Your Knight
    8. Dancing thru the Knight
    9. Knight of our Lives
    10. Knight To Shine
    11. Living for ToKnight
10. Open Forum:

0. Stephen Schwartz will be looking at Coast High School about joining us – this is independent studies that have access to games, and dances, so why not come to Grad Night?
11. Meeting adjourned at 8:00pm to get ready for Parent Meeting
12. Next Meeting will be Wednesday, November 16, 2022 – be sure to spread the word