

AICE Booster Club Meeting 12/15/14

Start time: 4PM

End Time: 5:15PM

In attendance: Jessica Sherar, Dena Bechtle, Sibylle Valvo Schnotalla, Eileen Whittaker, Jo Anne Bruehert

Old Business

1. Auction

- Still waiting for approval from the Arts department to have the auction during their Spring concert.
- The donation letters will be updated with the Booster club's tax exempt #.
- Only 2 people responded to the request for help with the auction. No one has stepped forward to be the coordinator. Eileen will contact Dawn who coordinated it last year to see if she'd be willing to do it again this year.
- Will need a place to store the donations.
- Dena has the list of businesses and people who donated last year. Jessica will send out the first round of letters to those on the list.
- Eileen asked how we should do the food this year. We were going to try to do a Taste of St. Augustine last year but were short on time so it was asked if we wanted to try it this year or to keep it simple like last year. It was decided to keep it simple.

2. Bank Account

- The account is fully open and we have checks.

3. Non-Profit Status

- The Booster Club is officially a 501c3. We now need to file a form with the State that will allow the club to be recognized as tax exempt. Also need to check with the Dept. of Agriculture to see if we need to do anything to be allowed to collect donations

4. Marketing Materials

- The AICE Program is still looking into acquiring marketing materials, ie. display boards, stationery, folders, etc.
- It was decided that the stationery should have both the school's emblem and the Cambridge AICE emblem on the top – one in each of the upper corners of the paper. In between will be the organization's name & address. Will keep 2 master copies: 1 for the Booster club with its info and one for the AICE program with its info. Jessica will go to the UPS store to get the letterhead printed.

5. AICE Booster Club Email List

- The email list was created on google under email address sahsaiceboosterclub@gmail.com and all board members were given the password. We have about 30 people who requested to be and have been added to the list.

6. Laptops for Global Perspectives

- After doing some research, it was decided to shelve this project for the time being.

New Business

1. AICE Polo Shirts

- Eileen suggested getting polo shirts for the AICE teachers.

2. Recognition

• "AICE Celebrates" Week

- Eileen suggested an "AICE Celebrates" week towards the end of the year to recognize AICE students' and teachers' achievements both in and out of school. She volunteered to keep track of this information.

- Eileen asked if we should somehow recognize Mr. Johnson, the AICE math teacher, who was voted St. John's County Teacher of the Year. Some suggestions were a plaque and/or a gift card.
- **Have an "in-house" AICE Teacher of the Year**
 - Voted on by students, by grade-level
 - Need to develop criteria. Will get the students' input on this.
 - Give some sort of prize.
- **Establish a Scholarship**
 - Jessica suggested a scholarship be created
 - ❖ Need to establish criteria.
 - ❖ Suggested it not involve test scores.
 - ❖ Try to get teachers to suggest students who meet the criteria that will be created.
 - ❖ Possibly have it so the students apply and bring it to teachers for recommendations.

NEXT MEETING: A date has not been set. An email will be sent out regarding a date.