



## AGENDA

Friends of STEM – General Meeting

Wednesday December 5<sup>th</sup>, 2018 – 5:30pm --- Hawkeye's Restaurant & Bar

Board Members: *President* – Lupe Chavez; *Vice President* – Pauline Williams;

*Secretary* – Jennifer McQueen; *Treasurer* – Lycrecia Parks

Board Officers: Susana Grzetich, Raha Rassam, Rebecca Horrighs, Naressa Jones

School Representatives: Mrs. K. Lynch (1<sup>st</sup> Grade), one vacant position

Student Representatives: McKenzie Suggs (8<sup>th</sup> Grade)

### 1. Call to Order

- a. Welcome

### 2. Minutes

- a. Review of minutes from FOS General Meeting: November 14<sup>th</sup>, 2018
  - School + Principal Needs/Wants
  - SMART Boards - - - Needs 4 immediately
  - University/College Pennant/Flag Installment
  - Dell + MAC Desktop computers – Computer Lab

### 3. Board Updates

President's Report

- Parents' Night Out – March 29<sup>th</sup>, 2019
- Venue – The Bar 10 Doors ???
- 1259 W. Taylor Street

Vice President's Report

- Family Movie Night, Friday November 30<sup>th</sup>, 2018
- Update
  - Ticket + Concession Sales
  - Concessions Purchase
  - Projector

Ladies' Crafting Night, Saturday December 1<sup>st</sup>, 2018

Treasurer's Report

Budget

Money given to STEM from Annual Fundraiser

### 4. Committee Updates

Beautification Committee

STEM Flower Power (Outdoor – Flower/Garden)

STEMbellishment (Indoor – Visual Improvements to Building)

Marketing + Communications Committee

FOS Website/Instagram/Facebook/Remind  
Consent Forms  
Printing Costs  
Toner/Paper/Banners

Events Committee

*Fundraising Events planned for December*

*FOS Holiday Shoppe 2018*

Monday December 10<sup>th</sup> – Friday December 14<sup>th</sup>, 2018

Time: 8:00pm – 3:30pm

Location: STEM Media Room

Need to remember:

bags/gift wrap/jewelry boxes

gift wrapping tickets

window shopping lists

cash box + cash float

holiday music

Volunteers – set-up, shop hours (4-hour shifts), breakdown

*FOS Family Movie Night*

Friday December 14<sup>th</sup>, 2018

Time: 5:30pm – 8:00pm

Location: STEM Gymnasium

*FOS Holiday Cruise*

Saturday December 15<sup>th</sup>, 2018

Time: 3:00pm – 5:00pm

Location: Anita Dee II @ Du Sable Harbor  
200 N. Breakwater Access (60601)

*Community Events planned for December*

Holiday Shoppe Pricing Party

Date TBD

Location TBD

**5. New Business**

FOS Holiday Card Art

Holiday Concert – Stage Decorations

**6. Announcements, Additional Items, Questions/Answer Period**

Events hosted by STEM Magnet Academy - - - DATE MOVED

Winter Wonderland Dance (Grades 3-5, \$10/ticket, semi-formal)

Wednesday December 19<sup>th</sup>, 2018

Location: STEM Gymnasium

Time: 3:00pm – 5:00pm

Reimbursements – Fill out Expense Reimbursement Form from the FOS website

**7. Action Items/Deliverables for Next Meeting**

**8. Adjournment – See you at the next Friends of STEM General Meeting**

--- Wednesday January 16<sup>th</sup>, 2018 from 5:30pm – 6:30pm at Hawkeye's Restaurant & Bar