

Dailard School Foundation

a parent teacher collaboration

Activities & Events (A&E) Kick-Off Meeting Agenda September 18, 2025

1. Welcome & Hellos

- Quick intros (name + kid's grade if comfortable)
 - *22 attendees*
 - *Families represented from UTK-5th grade*

2. What is Activities & Events (A&E)?

- A&E = the team that plans and makes all the fun stuff happen for Dailard students and families
- Two types of events:
 - **School Events:** Just for our community → fun, connection, memories.
 - **Fundraising Events:** Bring in support from families & local businesses → helps fund extra programs, supplies, and experiences for our kids.
- Everything we do connects back to the DSF mission: to provide financial, human, and program resources to support and expand the educational opportunities for students at Dailard.

3. Volunteers = The Heart of It All

- 100% volunteer-run → no A&E without YOU
- Every little bit counts: one event, one shift, or lots of involvement
- No experience needed → just your willingness and maybe your hidden talents
- The most important step in volunteering at Dailard is getting the proper **clearance:**
- Go to the **How You Can Help** tab on the school website, select **Volunteering**, then the **Get Clearance** tab
 - Provide a copy of your ID and complete the checklist, application, and code of conduct
 - The district also requires a TB test — this can be easily scheduled with the school nurse

- **NEW THIS YEAR:** Clearance is required for all school activities and events

4. Ways to Get Involved

- **Event Chair/Co-Chair** → lead an event with A&E support.
- **Committee Member** → take charge of a specific part (e.g., prizes, food, decorations).
- **Day-of Helpers** → short shifts, big impact (setting up, handing out popsicles, cleaning up).

5. What's Coming Up This Year

- ❖ Dolphin Pledge Drive, August 31 - September 30
 - Kicking off Fundraising for the year with a goal of \$30,000
 - Donations go directly to providing programs, services and classroom materials that benefit all children at Dailard
 - *80% of our goal has been reached*
- ❖ Fall Dance, September 26
 - Hosted in MPR from 6-8pm
 - This year we are trying out a new DJ and new pizza spot (Fox's or Brother's)
 - Theme is Country Western
 - Concessions for sale to benefit DSF, candy and themed trinkets for sale to benefit 5th grade
 - *Volunteers are needed:*
 - *Concessions at 6pm, 7 and 7:30pm.*
 - *Clean up at 8pm*
- ❖ Fall Festival, October 25
 - Second year to bring back the event after Covid and Trunk-or-Treat
 - The festival will be on a Saturday to allow more time for set up
 - Carnival themed experience with attractions like petting zoo, obstacle course, water dunk tank, spooky experience, food vendors, games and more!
 - 50+Volunteers needed/including
 - Alumni
 - Patrick Henry students
 - Dailard Families
 - Staff
 - *Suggestions?*
- ❖ Veteran's Day Assembly, November 7

- Dailard is unique in recognizing this day with an assembly
- Large/well attended community event
- The event includes a military band, guest speakers and refreshments for veterans and their families.
- *Dailard Parent has ideas for event, connect her with Art /Assemblies Chair*
- ❖ Grandfriends & Graham Crackers, November 18, 19 & 20
 - Three days of snacks, decorations/crafts, and song performances (?) by students.
 - Scheduled by first letter of Last Name
 - One of the largest attended events of the year
 - Emcee needed for the event
- ❖ Holiday Bazaar, December 8 - 12
 - Art classroom turns into an affordable gift-filled market
 - Students come to school with a shopping list and cash. Parent volunteers help students shop within their budget
 - This event is currently led by a long-standing parent chair. Since she will not be returning next year, we are looking for a new Dailard family member to shadow her this year and step into the chair role next year
 - *Dailard Parent would like to co-chair/shadow this year*
- ❖ Variety Show, February 18-19
 - A 2–3 day event where students perform and share their talents on stage
 - Volunteer roles are primarily behind the scenes, such as helping with rehearsals, stage setup, and logistics in the days leading up to the show
 - This is consistently one of the most rewarding events to support.
 - *Returning emcee from last year has committed to one night this year*
 - *Returning co-chair has also committed to this year*
- ❖ Jogathon, March 6
 - Largest fundraiser of the year
 - Students raise money through sponsorships from family and friends
 - Jogathon sponsors are often businesses from local community
 - The event requires a large committee/team. *Current positions needed:*
 - Co-chair
 - Expo (Event promotion) - Jan. 31
 - Assemblies - Jan. 30 and Mar. 26 (awards)
 - Fundraising tracking co-chair
 - FundHub committee Shadow, current members last year
- ❖ Multicultural Fair, April 10
 - 2nd annual event/largely successful last year
 - Different cultures represented by Dailard families
 - Cultural performances and interactive booths

- If you have any suggestions please email Sara at info@dailard.org
- ❖ Spring Social, April - Date TBD
 - Parents night out
 - Live Auction
 - Online Auction
 - Needed:
 - Volunteer to shadow Auction Chair
 - Co-chair
 - Venue/Location Ideas

6. Programs

- Hospitality
 - Plans and hosts school hospitality events, including ACE Awards, Teacher Appreciation Week & Luncheon, and the Open House. Involves coordinating food, beverages, and decorations.
- Yearbook
 - Committee members, under the leadership of the Chair, design grade-level and event pages for the annual yearbook.
 - *Two Dailard Parents want to contribute*
- Spirit Wear
 - Sold at Dailard events and online through the *Dolphin Spirit Wear Store* at dailard.org
 - Promoted on Fridays: Dolphin Spirit Day
 - *Online shop needs updated*
- Fundraising Chair
 - Board Member needed
 - Implement prior fundraising programs; Dine-4-Dollars, Artbox, Farm Fresh to You
 - Implement new fundraising ideas

6. Wrap-Up

- ❖ Questions
- ❖ Suggestions
 - *Communicate more through room parents*
 - *Centralize all event Sign-Up Genius links*
 - *Take the opportunity for volunteers to shadow a current chair/co-chair to learn and lead in the future*
- ❖ *Dailard will be celebrating 50 years in 2026!*

Contact Megan Secviar with any questions:

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