

May 29, 2009 FAMILY LUAU POST EVENT UPDATE

THE GOALS: In summary, all goals were met

1. BRING TOGETHER AN ESSENSE OF A SCHOOL FAMILY.
 - a. To welcome new students & families (esp from Eureka & Greenhills).
2. CREATE AN END OF YEAR CELEBRATION.
3. INCLUDE STAFF BY COVERING THEIR COSTS.
4. MAKE THE EVENT AFFORDABLE FOR ALL ATTENDEES. No Family Left Behind. DO NOT EXCLUDE DUE TO COSTS.
5. REPLACE FALL FAMILY DINNER WITH END OF YEAR PICNIC/LUAU.
6. EVENT HAD TO APPEAL TOWARD ALL AGES, ABILITIES, AND CREATE A Family Gathering.
7. NO PROFIT; BREAK EVEN
8. PROVIDE FUND RAISING OPPORTUNITIES FOR KEY GROUPS.

THE BUDGET: Bottom Line – We overspent by about \$150; BUT, our losses could have been covered IF

- We didn't pay for staff & Dancers \$200 OR
- Activity profits went to ESF, the libraries, \$335
And for Excelsior Watercolor brushes.

RECOMMENDATION: Provide a flex budget for "Food" events.

When food is outsourced or meals are provided, there's no way to knowing how many will RSVP regardless of previous history.

A sliding scale on budget could help coordinators when successful events jump in attendance. For instance:

300 Guests = \$2500 budget to work within

400 Guests = \$ _____

500 Guests = \$ _____

This would prevent penalizing coordinators for have successful attendance when budgets are limited.

With a \$2500 budget with the 600 actual meals, means finding a vendor who will provide meals at \$4 per person. This does not include other costs for an event.

DETAILS ON BACK

ACHIEVEMENTS

1. We had the highest attendance ever at a PTC event.
2. We had the highest Teacher/staff participation at an after hours family function.
3. Adult chaperone requirements and Rules/Procedures really worked to make parents responsible for their children.
4. The Robertsons were able to get raffle prizes valued at \$4,000.
5. Texas West: Agreed to work with a limited budget. Gave discounts on plates, napkins, service and clean up. They provided butte tables, etc.
 - They comp'ed us for 36 meals over our guarantee of 574 meals valued at \$352.
6. Hot Dog on A Stick: Discounted their price; gave us an additional 8 gallons, provided us 500 cups; gave ice for FREE; gave promotional materials, handouts, and gave us a Zero cost sponsor fee.
7. Tim McCarty the new Superintendent attended the event.
8. Stephanie Grout, the new Maidu principal, made the time to attend.
9. Hawaiian Dancers: Customized a show tailored towards our time limitations for FREE. The Value of the show is \$2000. The cost to us was only \$90 to cover their meals.
10. STAR came and volunteered.
11. A Eureka aid and parent volunteered during the event.
12. Teachers RSVP'ed and attended. Ms. Wersky volunteered. Mr. Begley went into the Dunk Tank.
13. Our relationship was enhanced with ESF despite that they had another event on Sunday.
14. Wristbands were effective.
15. There were no injuries.
16. There were no Security Issues in controlled areas:
 - Roped off No Access Areas
 - Keiki Area for Small Ones
17. Kumu Cove area worked for teachers and staff. It provided a "safe" area and raffle prizes were well received.
18. Dancers made money leis for free that were used for raffle prizes at no cost.
19. Eleven Greenhills/Eureka families (46 people) showed up to the event.

CHALLENGES

1. Kitchen equipment availability changed after initial planning:
 - Appropriate BBQ grills were not available: The cost to rent a commercial size grill and liability would be too high.
 - \$200 fee for kitchen personnel still didn't allow full access and use of the kitchen, refrigerator and freezer.
2. The budget was set in Spring 2008 before we decided to include Eureka & Greenhills.
3. Positive/Negative: Attendance blossomed/doubled; but, this also cost us \$4 per person after the original budget assumed 300 people = \$1200.
4. We couldn't cut off attendance (turn people away). Certain circumstances that came up:
 - Eureka/Greenhills Families
 - Special Needs Family
 - Teachers
5. Event dates changed and new date had conflicts with Graduations, ESF county faire, and sporting events.