

Jefferson Middle School PTA

Final Report

School Year: 2017-2018

Committee/Activity: Red Ribbon Week

Chairperson: Heidi Popies

Job Description: Purchase the materials needed for the annual campaign and deliver to the student council director. She will pass all materials on to the council.

What we did/ accomplished: I ordered materials thru the Red Ribbon website and had them sent to my home address.

When the job started: September 2017

When the job finished: October 2017

Monies used/needed /Profit: Approx. \$200

Suggestions for next year: Make sure to order plastic ribbon in a wide width for the outside trees. Allow plenty of time for order placement/shipping prior to the event week.

Other comments (committees, number of people needed, etc.): Ask the secretary for the current number of students enrolled at JMS. This will help you order the correct number of materials.

Miscellaneous Notes

Signed: Heidi Popies

Date: May 3, 2018

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