

Jefferson Middle School PTA

Final Report

School Year: 2013-2014

Committee/Activity: Box Tops

School ID # on ~~BTFE~~
BTFE.com :
584849

Chairperson: Jodi Kubit

Job Description: Coordinate collection and submission of Box Tops for Education - a fundraiser for the JMS PTA

What we did/ accomplished: Collected Box Tops for first half of the year and submitted according to BTFE deadlines.

In second half of year, ran a two-week contest to collect Box Tops. Each homeroom was given an envelope to collect their Box Tops in. At the end of week 1, Box Tops were tabulated and teams in the lead were announced on morning announcements. At the end of week 2, all Box Tops were tabulated and the winning homeroom received a coupon for a free Dairy Queen blizzard from the Mt. Lebanon Dairy Queen on Banksville Road.

For the contest I created envelopes for each homeroom teacher with a label on it. The label is included with this report. It listed the schedule and instructions for the two weeks. The envelopes were placed in the teacher's mailboxes at the beginning of each of the two weeks. I placed a basket in the attendance office for the teachers to place their envelopes in for collection.

You can also include announcements on the morning announcements. You just email tjmstv@mtlsd.net the text that you would like to appear on the announcements prior to 7 a.m. the day(s) that you want it to run. E-blasts are also a good idea to communicate/remind parents about the contest.

You will probably have to remind some teachers to turn in their envelopes, too.

When the job started: Beginning of school year. Entered articles in the newsletter reminding families to send in Box Tops.

When the job finished: Late Spring after the second submission deadline from BTFE.

Monies used/needed /Profit: Minimal funds used to purchase large envelopes used for collecting Box Tops and funds used for postage when mailing Box Tops twice.

Suggestions for next year: Run contest once in the fall and once in the winter/spring. Start asking families to save up their Box Tops for the contests right at the beginning of the year.

Other comments (committees, number of people needed, etc.): Work with Dr. Walsh to have him remind teachers of contest and/or send emails to the homeroom teachers on your behalf. Sample email attached. May want to recruit people to help you count Box Tops. I just used my family. Dairy Queen donated coupons for the prizes. Feel free to contact other businesses for a prize or we can spend a minimal amount of profit on a prize.

Miscellaneous Notes:

Signed: Jodi Kubit **Date:** 6-19-14 **E-mail:** kubits@verizon.net

Jodi Kubit
Box Tops Blitz Contest
February 6, 2014 at 10:27 PM
James Walsh



Hi,
Below is text for an email I would like to send to the homeroom teachers for our Box Tops contest. I will discuss this with you at our meeting Friday morning prior to sending it out.

Thanks!
Jodi

Dear Homeroom Teachers,

The PTA is going to run a contest for the next two weeks (2/10 through 2/21) involving Box Tops. The PTA will provide each of you with an envelope that you can use to collect your homeroom's Box Tops donations. The homeroom in each grade with the most Box Tops will win a prize. We are trying to secure prizes from a local ice cream store.

This is simply a collection drive, no sabotaging other homerooms like pop tab wars. We will collect your envelopes at the end of week one to empty them and count for a leader board. We will then return them to you on Monday to use for the second week. Please feel free to remind your students to turn in Box Tops. We will also include reminders on the morning announcements.

At the end of the drive, the Box Tops will be sent in and the money will be added to the PTA budget. If this drive is successful we may do this twice next year prior to each Box Tops submission date. This is "free money" for the PTA that will be allocated to spend at JMS. We appreciate your assistance with this drive. If you have any questions, feel free to contact me.

Thanks and best regards,
Jodi Kubit
kubits@verizon.net
412-638-9723

★ Envelope Label

Homeroom: _____

Box Tops Blitz Contest

Please collect Box Tops from your homeroom and place them in this envelope. If you need another envelope, please let me know.

Monday, February 10 Blitz Starts

Friday, February 14 Halfway Count

Please turn your envelope in to the basket in the Attendance Office by the end of today

Monday, February 17 Week Two of Blitz Starts

Collect your envelope from your mailbox

Friday, February 21 Blitz Ends

Please turn your envelope in to the Attendance Office again

Thank you for your help with this fundraiser!

Jodi Kubit kubits@verizon.net 412-638-9723

Sixth Grade Homerooms		Week 1	Counted	Week 2	Counted	Total
118	Wetmore	0	1	2	1	2
102	Kelly	28	1	0	1	28
112	Mercier	11	1	74	1	85
122	Barone	44	1	49	1	93
103	Cort	0	1	120	1	120
LJB	Anstandig	0	1	150	1	150
124	Martz	0	1	160	1	160
110	Cherry	58	1	136	1	194
107	Hertzog	0	1	233	1	233
116	Althaus	200	1	47	1	247
123	Beckett	232	1	43	1	275
114	Siegel	186	1	116	1	302
121	Zacharias	7	1	314	1	321
105	Kassep	522	1	250	1	772
	TOTAL:	1288		1694		2982

Seventh Grade Homerooms		Week 1	Counted	Week 2	Counted	Total
214	Petsko	0	1	0	1	0
219	Stilley	0	1	1	1	1
223	Young	4	1	1	1	5
215	Beckas	11	1	5	1	16
217	Caldwell	13	1	3	1	16
212	Sofran	0	1	20	1	20
7	Malloy	10	1	13	1	23
23	Silver	0	1	23	1	23
27	Lash	43	1			43
224	Carris	25	1	41	1	66
33	Frommeyer	27	1	49	1	76
216	Mellett	284	1	1	1	285
25	Wagner	128	1	183	1	311
225	Picard	297	1	16	1	313
226	Keeley	387	1	9	1	396
213	Welsh	0	1	459	1	459
	TOTAL:	1229		824		2053

Eighth Grade Homerooms		Week 1	Counted	Week 2	Counted	Total	
2	Coyne	0	1			0	
3	Gray	0				0	
20	Buifrago	0				0	
31	Melvin	0				0	
207	Martinelli	0	1	0	1	0	
208	Kramer	0	1	0	1	0	
204	Smith	0	1	1	1	1	
200	Luptak	4	1	4	1	8	
29	Straub	0	1	59	1	59	
12	Sullivan	0	1	69	1	69	
206	Toohey	0	1	100	1	100	
209	Ross	4	1	104	1	108	
203	Phillips	0	1	113	1	113	
1	Latus	132	1	96	1	228	
210	Dunay	0	1	253	1	253	
202	Hladio	0	1	379	1	379	
TOTAL HR:	46	TOTAL:	140	43	1178	41	1318

TOTAL SCHOOL: 2657 \$265.70 3696 \$369.60 6353

\$635.30 TOTAL CONTEST

TOTAL	Bags	Total
Bags of 50	115	5750
Bonus		811
Incomplete Bag		20

TOTALS: 6581 \$658.10

Total Year \$823.50

Week 1	
Homerooms in	43
Homerooms not in	3

To Budget -\$323.50

Expired Box Tops	250	25
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384 Bonus 1
427 Bonus 2

Week 2	
Homerooms in	41
Homerooms not in	5

Budget \$500.00

In for Year \$165.40

Total from BTFE 3/6/14 \$646.10

FINAL TOTAL FROM BTFE: \$811.50

Expenses:

Postage