MBA Student Council Summit

Tuesday, January 25, 2022

Intros ✓
Notebook ✓
Put cell phone out of sight ✓
What we're going over today

- The significance of Student Council
- Roles and Responsibilities
- How Student Council finances work
- Proposing and Planning an Event
- Advertising and Social Media
- Time with your team
What do Student Councils...do?

There's so much. What is important to you and your peers?

Take 2 minutes. In your notebook, list 3 things the Student Council could do for your Class or school community. Then list 3 reasons you joined.

Fundraise
Boost morale and school spirit
Represent interests of peers
Provide community service opportunities for others
Arranging time for socializing and fun
Organize consistent events like prom

Build leadership skills
Spend time with others
Make an impact on the community
Roles keep things tidy.

President, Vice President, Co-Presidents, Treasurer, Secretary

or

Marketing Team
School Spirit Team
Finance Team
Communications Team
Meeting Organizer
SPMT Rep
[Event] Lead Organizer
Yearbook Rep
Fundraising Team

Take 2 minutes. In your notebook, list some positions or teams you may be interested in.
Main sources: Fundraising, senior dues, donations/scholarships

How do grade level finances work?

Revenue (Total amount raised at the end of a fundraiser)

MINUS

Expenses (Ex. Will something be reimbursed? How much did you spend making cupcakes? Dance DJ cost $200.)

EQUALS

Profit (How much was actually made during the fundraiser)
Fundraising Example #1

Bake Sale

$95
Revenue

$23
Expenses

$70.75
Profit

"We counted the cash at the end of the bake sale at dismissal."

"We bought cupcake mix, eggs, cupcake tins. I spent about two hours total buying the ingredients and making them at home. I don't need to be reimbursed. That's my donation. It may have been easier to buy pre-made or give the donation directly, though. One student wants to be reimbursed for buying chip bags and candy. They gave us a receipt and we reimbursed them."

Even though the students counted $72, Dr. Chicoski counted $70.75 and triple checked before recording the amount.
Fundraising Example #2

Coronation Dance

$2,110 Revenue

$2,210 was made in Coronation Dance ticket sales among all grade levels.

$600 Expenses

Expenses included the DJ, food, decorations, and security etc. After expenses, the dance made $1,510.

$414 Grade Level Profit

The profit of the event is $1,510. The profits are divided among the grade levels based on turnout and ticket sales. Our grade level made $414 based on our ticket sales.
How do grade level finances work?

Handling money

Keep track of everything! How are you going to keep track of sales, receipts, reimbursements?

Don't hold onto money long. Hand it to your advisor or Dr. Chicoski. All money ends up in the bank, and Dr. Chicoski keeps track of the grade level funds.

Typical expenses & dues (there's a lot more we can list...)

Prom deposit $800, Prom dues for decorations, DJ, etc, Yearbook dues, Graduation gown set dues, Class t-shirts, Class trips

Consider other types of expenses...

How much energy did you put into this fundraiser? What was your time commitment? Did it feel worth it, or would there be an easier way to earn just as much?
Proposing and Planning an Event

*Reference Event Proposal and Planning Form handout

METROPOLITAN BUSINESS ACADEMY
Advertising

Why do you need to advertise?
Who do you need to advertise to?
How will you advertise?
When do you need to advertise?

Flyers: Must be approved by your advisor. Write down...what should be on your flyer? *Do not hang on drywall.

Social media: Use Canva or Crello. Any others?

Instagram - Square is best
Facebook - Rectangular
Website - Rectangular

Email to lauren.chicoski@new-haven.k12.ct.us or danielle.lapan@new-haven.k12.ct.us
Questions & Discussion

1

Time with your Team

2

You helped me find my smile.