

PROJECT REPORT FORM (PRF)

Waiākea High School Key Club 2021-2022

PROJECT NAME: Miracle Treat Day Reposts
LOCATION: Virtual
DATE: 07/25-07/28 **TIME:** N/A **to** N/A
CHAIRPERSON Claire Kildahl **ADVISOR:** Mrs. Sato
CONTACT INFO: PHONE NUMBER PHONE NUMBER **PROJECT ATTIRE:** N/A

NOTES:

| | | | | | | | | | |
|----------|--|-----------------------|--|------------------|--|----------------|--|-----------|--|
| K-Family | | Kiwanis Sponsor Event | | Division Project | | Major Emphasis | | Interclub | |
|----------|--|-----------------------|--|------------------|--|----------------|--|-----------|--|

CHAIRPERSON(S)' CHECKLIST: (CHAIRS RECEIVE 1 HOUR IF THESE RESPONSIBILITIES ARE MET)

- _____ Make sure that a sufficient/required number of members are signed up for the project, the day before the project.
 _____ *If more than twenty members are required to sign up for the project, use another sheet; BE ORGANIZED.
 _____ Pick up the PRF from the clipboard in Mrs. Sato's Room (Q-201)
 _____ Contact EVERY member signed-up **and** the ADVISOR by 8:30pm the day before the project; remind when, where, what to bring and wear; **ask for REPLY**.
 _____ Sign-in and sign-out each attendee, at the project.
 _____ Complete the rest of the PRF: total the hours for each member (to the nearest 0.25 hour), complete checklist at bottom & provide an evaluation of the project. CHECK YOUR MATH!!
 _____ Submit the PRF to the website, NO LATER THAN 1 WEEK after the project.
 _____ Be prepared to report about the project, at the following General Membership meeting.

| # | MEMBER'S NAME | GR. | CONTACT # | TEXT? | E-MAIL | SIGN-IN | SIGN-OUT | HRS. |
|----|------------------------|-----|-----------|-------|--------|---------|----------|------|
| 1 | Angelina Schwiter | 12 | | | | | | 0.25 |
| 2 | Eli Kanno | 12 | | | | | | 0.25 |
| 3 | Angelina Kent | 11 | | | | | | 0.25 |
| 4 | Nathan Sewake | 12 | | | | | | 0.25 |
| 5 | Lina Miyazaki | 11 | | | | | | 0.25 |
| 6 | Lily Pa | 10 | | | | | | 0.25 |
| 7 | Beatrice Kim-Lee | 11 | | | | | | 0.25 |
| 8 | Abigail Jensen | 11 | | | | | | 0.25 |
| 9 | Marli Mason | 11 | | | | | | 0.25 |
| 10 | Ava Herr | 10 | | | | | | 0.25 |
| 11 | Mia Tulang | 12 | | | | | | 0.25 |
| 12 | Jamie Labasan | 9 | | | | | | 0.25 |
| 13 | Francis Anne Dela Cruz | 10 | | | | | | 0.25 |
| 14 | Kaia Fujinaka | 10 | | | | | | 0.25 |
| 15 | Charlie Silva | 10 | | | | | | 0.25 |
| 16 | Priscilla Mow | 10 | | | | | | 0.25 |
| 17 | Chloe Takahashi | 11 | | | | | | 0.25 |
| 18 | Jenea Gomez | 9 | | | | | | 0.25 |
| 19 | Kyle Patrick Janer | 10 | | | | | | 0.25 |
| 20 | Tiffany Wong | 10 | | | | | | 0.25 |
| 21 | Rachel Tao | 12 | | | | | | 0.25 |

| FUNDS | PROJECT | HOURS | SCRAPBOOK | | |
|----------------|---------------------------------------|-----------------------|------------------|---|----|
| Raised: | Who was the project done with? | Total Members: | Pictures? | | |
| N/A | | 21 | Yes | X | No |

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| Spent: | | Total Hours: | Flyers, Brochures, etc? | | |
|---------------|-----|---------------------|--------------------------------|-----------------------------------------|-----------------------------|
| N/A | N/A | 5.25 | <input type="checkbox"/> | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

PROJECT EVALUATION: What preparation was involved? What was done at the project? Was the project successful? Should we do the project again? Please feel free to add any other information. Please write on the back of this paper! ☺

For this project, members reposted the Miracle Treat Day post found on the CNH Instagram page. This will help spread the word about the day—hopefully more people will go to Dairy Queen after seeing all the reposts. I think that we should continue doing projects like this because it allows members to bring attention to important events regarding Key Club.