



## Response/Action Required

January 12, 2024

To: All Principals  
From: Dr. Shelley Boten, Chief Academic Officer  
Kay Fantin, Director of Everett Public Schools Foundation  
Regarding: **Everett Public Schools Foundation – 30<sup>th</sup> Annual Benefit Event**

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We are so excited to announce the Everett Public Schools Foundation's Annual Benefit Event is coming to you soon! The Everett Public Schools Foundation (EPSF) is excited for our 30<sup>th</sup> Annual Benefit Event – A Movie Premiere “Sammy”, a Rudy inspired story! This year, our event will have **two** showings of our movie premiere. Our “Main Event” will be **Thursday evening, March 14**; we would love for you and your team to attend this evening event with your staff! We know how important it is for you to be on site with your students, and we hold this evening event so that we don't pull your staff out of the building.

Our second showing is a matinee on March 22. This showing is designed specifically for our business community partners, and parents/guardians that are not able to attend the evening event. The links to register for both showings are provided below.

**We need your help to make this a HUGE success and reach our goal of \$100,000 and 500 people in attendance!**

**Register TODAY!**

**Opening Night Movie Premiere**

**March 14, 2024, at the Everett Civic Auditorium  
Doors will open at 6:30 pm. Movie will start at 7:00 pm**

**Matinee Showing**

**March 22 at the EPS Community Resource Center  
Doors will open at 9:30 am. Movie will start at 10:00 am**

- 1. Invite your school communities!** We are counting on all principals to have at least 10 guests in attendance. Invite your staff, volunteers, PTA, families, and community members!
- 2. PRIZE- Staff Lunch!** For each elementary, middle, and high school with the most staff in attendance, they will get a staff lunch provided by the Everett Education Association.
- 3. Register your Guests!** You can now reserve a seat for your guests. (Up to 10 people at a time) Please include their name and email so that they will get an email confirmation and select yourself as their Team Captain. If guests register themselves, be sure to tell them to select you as their Team Captain. *(I will have the ability to track who has registered as your guest if needed!)*

**Approved for Distribution:** \_\_\_\_\_

**Shelley Boten**

- 4. Check In table:** Once registered, each guest will get an email confirmation with a ticket. Guests should check in at the reception table when they arrive.
- 5. Email Invitation!** The Foundation will send you an email invitation for you to send out to your guests. It will have a scripted message that you can edit to your liking. Look for this email the week of January 8.
- 6. What to wear:** We encourage you to wear your favorite team “Swag” to show off your team spirit.

We look forward to seeing you at our Movie Premiere- “Sammy” a Rudy inspired story! If you have any questions about this event, or how to register please email [Kirsten Hansen](#) or call 425-385-4695.

#### **Required Action:**

- Please tailor the scripted message to your school community and include it in your communications.
- If you have classrooms who have received classroom grants in the past years, please share those projects so families know how the Foundation helps their students.
- Please invite your staff to register as your guests for the opening night, and any business or community partners for either the opening night or the matinee.