

Greetings Regina Families,

Fall has arrived which means it's time to start planning for the annual **Home and School Fall Chocolate Fundraiser** starting September 29. This fundraiser has been a Regina tradition for 27 years. Our supplier, [World's Finest Chocolate](#), is made regionally in Chicago, IL. Regina has worked with the same sales representative, Dave Bibby, since the very start of the sale in the 1990s. After pausing during the pandemic, Regina families came back strong! 2021 was our most successful year EVER with students raising nearly \$50,000 for their school! With those funds, and input from students and staff, Home and School will use some of those funds to purchase and install a new swingset for the elementary playground (coming soon)!!!!

Why do we have the Chocolate Fundraiser:

This annual fundraiser brought to you by Home & School provides many events and resources to the students throughout the year. Here is a list of a few things we were able to sponsor with the proceeds:

- Playground equipment and upkeep
- Class field trips for each grade level
- Family Fun Night
- Classroom technology and supplies
- Teacher appreciation
- Catholic schools week

How does the fundraiser work:

Lets start with the best part - **THE CHOCOLATE!**

- Each case of chocolate has 30 pieces (almond, caramel, crisp, wafer, plain milk chocolate, and dark chocolate).
- We are also offering [Mint Meltaways](#) this year - a beloved item that was recently unavailable due to supply chain issues. Those will be sold *in addition* to the 2 cases of chocolate, in full case (30 items) increments. They will not be included in the variety cases. *They must be requested separately.*
- All cases will cost: Each piece=\$2; 1 case = \$60 (30 pieces); 2 cases = \$120 (60 pieces). Families are responsible for the total cost of chocolate/student.

1. Distribution:

- The Chocolate Sale starts with an elementary school-wide Kickoff Assembly where students learn about how to safely and effectively sell as well as what prizes they can earn. Our mascots, [Coco Chocolate](#) and [Regina's own Crownie](#) may stop by to help!
- Each student will be given 2 cases of chocolate to sell. They will be labeled with student's name/grade/teacher initial. They will then be bagged for each student to carry home.
- Helpers will be on-hand at dismissal to assist students with packing their chocolate in backpacks and to remind them to take home. Chocolate is temperature sensitive, so please do not leave outside or in cars if it is warm (over 70 degrees).
- Requesting additional cases and accepting payment: each morning during the sale the chocolate sales committee members will be available at the elementary school entrance to take payment, distribute or take requests for additional cases. We will also have an online form available to request additional chocolate. All requests must be made by 8:30am for distribution that day. Otherwise, it will be fulfilled the following morning. Volunteers will distribute chocolate outside student's classroom each morning as requested.

2. Payments: Cash, check, or Venmo

- Cash and checks can be brought to school with students and dropped off at the sales table each morning during the sale. Students may also drop off at the office if they miss the morning sales volunteers.
- **All checks can be made out to: REGINA HOME AND SCHOOL. Please include in the memo: student's first and last name, grade, and teacher (example: Mickey Mouse, 1V).** This makes record keeping more manageable and the correct students get the credit for what they have sold. If multiple children from same family are paying with one check, **please indicate both names on the check memo as well as how many cases per student.**
- **Venmo:** many families have inquired about using digital payment. New this year, we will set up a Venmo payment system that families can use to make payments.

All donations can be used for tax deductions purposes. Receipt provided upon request.

Dates for the 2022 Chocolate Fundraiser:

September 29 Thursday: Kickoff Assembly: World's Finest Chocolate sales rep and the Chocolate Fundraising Committee will present to students how the sale works, safe ways to sell, and reveal prizes for top performers both individually and grade level.

September 29 Thursday: chocolate will be distributed to each student to take home with them. Kids will be given bags to carry the cases of chocolate labeled with name and class.

September 29 Thursday-October 14 Friday: official dates of fundraiser.

Each morning during the sale, a committee member will be available at the elementary entrance to distribute additional cases and collect payment.

Students /parents may also fill request forms for additional chocolate cases which will then be dropped off at their classrooms that morning to take home. Forms can be completed in person or by completing an online request (reginachocolatesales@gmail.com). All online requests must be received by 8:30am for students to receive their cases that day. Otherwise, the student will receive the additional cases the following morning. Please include how many cases, student name, grade, and teacher, and date request made.

October 14: All payment and money collected will need to be returned to school or turned in to a chocolate sales committee member.

Winners will be revealed at a Prize Assembly to be held at a later date in the school year.

As a reminder, this fundraiser is brought to you by Home and School. It provides many events and resources to the students throughout the year. Additional resources and information can be found at:

regina.org/elementary-home-and-school

Facebook: [Regina Home and School](#)

We look forward to another successful fundraiser, and thank you for your continued support to Regina Elementary. Your time and attention to this is much appreciated by all those on the Chocolate Fundraising Committee, Home & School, and each student that benefits from our success.

Please review the information sheet that will be sent home with the chocolate on September 29 regarding prizes, tips for selling (its never too early to get your Halloween and Christmas Candy!), safety, and responsibility with chocolate and payments.

THANKS YOU!!!

This would not be possible without your support to the Regina Community!

Questions can be sent to: reginachocolatesales@gmail.com