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| **Service Project:** | Santa Fe Trail Cyclone Closet |
| **Committee Members Required:** | Chair to coordinate with about 8 members |
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| **Description of Project:** | This committee maintains the Cyclone Closet at Santa Fe Trail Middle School. Committee members help sort and organize donations. They are also responsible for staffing the SFT CC during Parent/Teacher conference dates and other nights that the school is open for families to visit.  There is a daytime and nighttime group. |
| **Months:** | August through May during the regular school year |
| **Service Hours** | 2 - 3 meetings during the school year to discuss staffing and donation needs for the SFT CC. Committee members are encouraged to volunteer during the Parent/Teacher Conference dates and to also find other times during the school year to come in to sort donations and organize the racks. |
| **Chair Requirements:** | * Communicate with Santa Fe Trail administration regarding their needs and wants for the SFT CC. Plan the dates that the SFT CC will be open for the families of SFT and its feeder elementary schools. * Communicate with the committee members regarding meeting dates, volunteering opportunities and times the SFT CC will be open for the families. * Manage the budget for the committee to purchase items for the SFT CC. * Write articles for the OJSL newsletter and write the annual report for the Bluebook. |
| **Member Requirements** | * Each member must attend planning meetings and work assigned shifts during the Parent/Teacher Conferences. * Members must also find time to volunteer on other dates to maintain the SFT CC. |