

Classroom Auction Project  
**SCHEDULE**  
 2016/2017



**PROJECT COORDINATORS**

Grades K-2 : **Yvette Blauvelt**  
 425.830.8883  
 ykblauvelt@gmail.com

Grades 3-5: **Chris Longfellow**  
 425.221.1574  
 chrislongfellow17@comcast.net

DUE DATE	TASK	DONE (✓)
November 4, 2016	Last Day to Submit Class Projects Submission & Approval Form to the Appropriate Project Coordinator (see below)	
November 4, 2016	Deadline to distribute Request for Additional Funding Letter to Parents	
November 7, 2016	Last Day Class Projects will be Approved by Coordinators	
November 18, 2016	Last day for additional fundraising from parents	
November through January	Work on Projects with Students (limit to 1 hour sessions)	
January 13, 2017	Submit Description for Auction Catalog Form	
February 3, 2017	<b>PROJECTS COMPLETED 😊</b> Submit the following: <ul style="list-style-type: none"> <li>▪ Photograph of the project with their Class and Teacher</li> <li>▪ Check Request Form (for reimbursement up to \$200)</li> <li>▪ Newcastle Auction Procurement Form</li> </ul>	
March 11, 2017	Attend Newcastle Elementary “Dare to Dream” Auction	

**Thank You for Volunteering to Help with Newcastle’s 2017 Auction Class Projects!**