



**ISP 2023-2024 Global Gala
Art Project Information
Event Date: January 27, 2024**

Thank you for giving your time, talents and energy to this year's annual Global Gala. This annual event is the school's largest fundraising event, and it takes a lot of people – mostly volunteers – to make it come together. Class art projects have always been a major attraction to the auction, generating a lot of excitement in our community!

All of the documents with the needed information for art projects can be found online at <http://intlschool.org/auction-volunteers/>.

Contact Information:

Allegra Lopez
Event Coordinator and Development Assistant
503-226-2496 ext. 116 or allegra@intlschool.org

Class Collaboration

Each homeroom class will make one art project to be auctioned off at the gala. If classes want to collaborate, please feel free to do so. With class collaboration, keep in mind that the number of parents and guests bidding on a project will increase.

Drop Off Procedure

Please drop off with Allegra at the Arthur Administration building (corner of Arthur and Water). This building is open 7:00am to 4:00pm. If you need help coordinating drop off, please contact Allegra. Art can also be dropped off with Jenna McCracken at the front desk of Stearns Hall.

Project form – Securely attach an art project form to the project itself. Forms can be found online at <http://intlschool.org/auction-volunteers/>. Please fill out the form completely. While the value is truly priceless, please indicate the value of the project as the cost of the art items used to produce the item.

Important Dates

Determine project leads and contact – by Friday, October 7

Please submit names and contact information to Allegra. Once leads are established, the auction team will contact the lead directly.

Art project ideas due – by Friday, October 28.

Please submit project ideas to Allegra.

Art projects due in the Auction Office – Friday, January 5, 2024.

It is important to have projects completed on time in order to allow the auction team to photograph the project and put the photo online for our families to see.

Art Project Ideas

Art project ideas include:

- Plates, platters, mugs, etc. decorated by the students
- Matted and framed prints, paintings, or collages
- Furniture or games painted and decorated by the students
- Quilts
- Mosaic table or other furniture pieces
- Stepping Stones
- Trivet tiles, coasters, etc. decorated by the students
- Stained glass pieces
- Wreathes,

A Class Artwork Idea board has been posted on Pinterest under the username **ISP Auction**. There are many, many ideas on this Pinterest board. If you are having trouble finding this board, please contact Allegra and she will send you an invitation. Please feel free to reach out with any questions.



**ISP 2023-2024 Global Gala
Class Package Information
Event Date: January 27, 2024**

Thank you for giving your time, talents and energy to this year's annual Global Gala. This annual event is the school's largest fundraising event, and it takes a lot of people – mostly volunteers – to make it come together.

Contact Information:

Allegra Lopez
Event Coordinator and Administrative Assistant
503-226-2496 ext. 116 or allegral@intlschool.org

This year we are asking our larger classes to do both a class art project and a class basket. We are encouraging each class to make a contribution to the Gala in one of the ways below. We are encouraging you to put together package based on items that you can easily get donated through your contacts. Purchasing all items in a package should be discouraged.

- A **Class Package** is traditionally a themed package of items and/or experiences that will be up for auction. We recommend asking your class parents if anyone might have a vacation home, connection to a restaurant or experiences. These connections are a great place to start and are a great foundation for a fun package your class can build upon and that our guests will love to bid on.

Some examples of past packages have included a weekend at the beach during the Kite Flying Festival, Spring Break on Mt. Hood, Spring Roll Making for Kids, Wine Tasting Private Tours with a Picnic Lunch, and a week-long stay at a cabin near Yellowstone. Of course baskets don't have to just include stays! Other class baskets can be made of gift cards, admission tickets, gourmet foods, or even lottery tickets!

- Your parents may opt to make a **cash donation** to help underwrite the cost of the auction. This will help us pay for event expenses and provide a free meal to every teacher wishing to participate. Contact Rebecca for more information.

Drop Off Procedure

Please drop off with Allegra at the Arthur Administration building (corner of Arthur and Water). This building is open 7:00am to 4:00pm. If you need help coordinating drop off, please contact Allegra.

Donation form – Securely attach an donation form to the items. Forms can be found online at <http://intlschool.org/auction-volunteers/>. Please fill out the form completely.

Important Dates

Class package descriptions due in the Auction Office – Friday, December 15.

Any descriptions should be emailed to ensure inclusion in the program. Additionally, some package may be included in our live auction and it is important to have details ahead of time in preparation for our event.

Class packages due in the Auction Office – Friday, January 5, 2023.

It is important to have projects completed on time in order to allow the auction team to photograph the project and put the photo online for our families to see.