



Room Parents: Rules of the Road for Bidding on Class Art Projects

Class art projects can be bid on by individual parents to win the piece, or by the classroom community together, with prior arrangement as to who will own the piece. Often, winning bidders give the project as a gift to the teacher or the school for beautification of the grounds. On rare occasions, it can also be given to the parent who coordinated its creation. Before the auction, the parent coordinating the bidding for the classroom art project should find out if there is interest from individual parents to own the piece.

In the past few years, the average classroom piece went for ~\$2000, with a range from \$800 to \$6,000.

If the class wants to contribute jointly, a person (often the room parents, but usually NOT the person who led the art piece creation) needs to be assigned the role of bid coordinator.

PRIOR TO THE AUCTION, the bid coordinator should:

1. Solicit bid amounts from parents--including those that may not be able to attend the party. Do NOT collect actual payments prior to the auction, except for those parents that won't be attending the auction. (For parents not attending the auction, please do collect prior payments!).
2. Fill out the [Class Art Project Bid Form](#) with the parents' names & bid contribution amount.
3. If applicable, decide who in the class will be the official bidder at the Live Auction (this person will raise their paddle to compete with other bidders).

DURING THE AUCTION, every class will be competing in a spirited bidding war against the classes in their grade at the same time. Therefore, the bid coordinator for each classroom art project should:

1. Gather parents from the class (as many as can be mustered up) and give them a pep talk
2. Verify if any parents want to up their pre-committed amounts
3. Engage in a bidding war with the other parents/classes
4. Make any adjustments to bid form, should the amount of the bids have increased at the live auction
5. Record the bidder names (assigned at the Auction) of each contributor
6. Turn in the updated bid form to the Auction Co-Chairs at the end of the evening

THE DAY AFTER THE AUCTION, the parent bid coordinator for the classroom art project should:

1. Email the completed form to the Auction Co-Chairs (auction@alvaradoschool.net) by 9am (if the form wasn't turned in the night before).
2. Inform the auction co-chairs about any other relevant changes, since invoices will be emailed that day.

In order to help your Auction Co-Chairs not lose their minds after auction, PLEASE FOLLOW THESE GUIDELINES. And please do NOT submit checks to the Auction co-chairs prior to the Auction. They are insanely busy in the weeks leading up to the Auction, and the class art bidding will all be handled after.

If you want to continue soliciting bid contributions after the Auction, that's great!

Thank you for helping us run the Auction as smoothly as possible!