

F.W. Parker Charter Essential School

Minutes

Development Committee Meeting

Date and Time

Wednesday March 27, 2019 at 7:30 AM

Location

Parker School, Nicky's table

Committee Members Present

D. Osofsky, J. Bartsch, J. Churchill, J. Saxe, K. Tedstone, M. McKenna, M. VanderWilden, T. Sumner

Committee Members Absent

C. Stack-Haan, J. Koerper Brownson, S. Reinhorn, Z. Basma

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

K. Tedstone called a meeting of the Development Committee of F.W. Parker Charter Essential School to order on Wednesday Mar 27, 2019 at 7:30 AM.

C. Approve Minutes

J. Saxe made a motion to approve minutes from the Development Committee Meeting on 01-30-19 Development Committee Meeting on 01-30-19.

M. VanderWilden seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Development

A. Annual Fund 2018-19

We talked about how to publicize the participation push for the Annual Fund. A postcard mailer to families who have not yet given this year emphasizing the importance of their

gift and a second mailing to larger audience about the importance of supporting the Annual Fund. (hope to have the postcard hit mailboxes early in the 4/8 week. Talked about tabling at Noche Sabrosa on 4/10. Send a personalized email from a trustee as a follow up to the postcard mailing.

B. Common Principles Event- April 6, 2019

Jon and Debbie are collecting outlines from the presenters to create a good flow. Food final choices are being made this week. Currently registration looks good. We will play the video at a break point between presenters. Todd and Katrina will work on what he will say during his time at the event. We decided that assigned seating was a good idea similar to last year. Due to not as many trustees attending, we will use seasoned parents to help generate conversation at tables.

C. Thanking our community

Decided that a robust email with good photos would be a good way to thank people and continue to promote a sense of giving in the community.

III. Other Business

A. Committee Updates

Todd updated group on the grant program and Katrina updated on Alumni and advocacy groups. Representative Sheila Harrington will be visiting Parker on 3/29.

IV. Closing Items

A. Adjourn Meeting

J. Saxe made a motion to adjourn the meeting.

M. VanderWilden seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 AM.

Respectfully Submitted,

K. Tedstone