

# F.W. Parker Charter Essential School

## Minutes

### Development Committee Meeting

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#### **Date and Time**

Wednesday March 27, 2019 at 7:30 AM

#### **Location**

Parker School, Nicky's table

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#### **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

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### **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