



**PULLMAN PUBLIC
COMMUNITY FREE
MONTESSORI K-9**

Pullman Community Montessori

Development Committee (DC) Meeting

Regular meeting

Date and Time

Wednesday April 21, 2021 at 12:00 PM PDT

PCM's Mission: to prepare all students to reach their full potential for future success in high school, college, career, and life, using the rich resources of our community.

PCM's Vision: to serve as an instrument of change, helping to progress our education system to better meet the needs of students, families, and educators. We nurture students to be self-empowered lifelong learners, global citizens, environmental stewards, and compassionate and collaborative leaders, bringing positive changes to their communities and the world!

Agenda

I. Opening Items

- A. Record Attendance
- B. Call the Meeting to Order
- C. Approve Minutes: 3/31

Please thoroughly review minutes and have any amendments typed and ready to put into the chat.

II. Development Committee (DC) Business

A. Enrollment Update

Laylah will provide a quick enrollment update

B. Donor Door Update

Check-in on business sign-up and campaign promotion.

This is a great opportunity to refresh materials (flyers, trifold brochures)....and provide fliers of donor door campaign (direct ask if business wants their name on the door).

C. Donor gifts

Touch base on donor gifts

III. Other Business

A. Brain Storm

Share and discuss idea around engagement events for our families now that we know who they are.

B. Recruiting for the Committee

Do we have prospects for the committee?

IV. Closing Items

A. Adjourn Meeting

Grounding Documents: [Development Committee Description and Responsibilities](#), [Norms-We are LEADERS too-Structure and Responsibilities Overview](#), [DC Growth Rubric](#), [PCM FD Plan \(Working Doc\)](#), [PCM R-E-M Plan](#)

Other Resources: [BoT DC Intro](#), [DC Example Goal](#), [Bylaws](#) (read committees section), [PCM Logic Model](#), [EEMPS Rubric](#), [What Is A Board Committee Supposed To Do?](#), [Virtual Fundraising \(Rotary crowdsource\)](#)

Coversheet

Approve Minutes: 3/31

Section: I. Opening Items
Item: C. Approve Minutes: 3/31
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Development Committee (DC) Meeting on March 31, 2021

APPROVED



PULLMAN **PUBLIC**
COMMUNITY **FREE**
MONTESSORI **K-9**

Pullman Community Montessori

Minutes

Development Committee (DC) Meeting

Secondary meeting

Date and Time

Wednesday March 31, 2021 at 12:00 PM

Location

Join Zoom Meeting

<https://us02web.zoom.us/j/87833447091?pwd=bDBqUUpkd2RoUVNDL3ltczZxQTV3QT09>

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Committee Members Present

D. Main (remote), J. Williams (remote), Y. Ma (remote)

Committee Members Absent

J. Cassleman, L. Sullivan

I. Opening Items

A. Record Attendance

B.

Call the Meeting to Order

J. Williams called a meeting of the Development Committee (DC) Committee of Pullman Community Montessori to order on Wednesday Mar 31, 2021 at 12:02 PM.

C. Approve Minutes: 3/17

J. Williams made a motion to approve the minutes from Development Committee (DC) Meeting on 03-17-21.

D. Main seconded the motion.

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

II. Development Committee (DC) Business

A. Enrollment Update

- Jan gave an enrollment update
 - Currently 68 students enrolled
 - Putting packages for Palouse Family Fair to help with enrollment
- New assistant, Kim, will start tomorrow

B. Donor Door Update

- Donor Door
 - Donor door flyers were put in Pullman Disposal bills
 - Got two donor door donations
 - Will create physical flyer for donor door campaign
 - Dorrie added two realtors
 - Yu signed up to contact business

C. Donor gifts

- Donor gift
 - Lapel pin
 - Minimum orders: 250 for \$417 + tax
 - High quality pen
 - Minimum orders: 100 for \$169 + tax
 - Water bottle
 - 48 for \$503 + tax
 - Baseball cap
 - T-shirt
 - Car window sticker

III. Other Business

A. Grant

- Dorrie brought up an idea to add funding to her research proposal to educate PCM's kids about agriculture. Her pre-application proposal has been invited as full proposal. The full proposal will be due in May. Will have more discussions on this.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 12:30 PM.

Respectfully Submitted,
Y. Ma

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