



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

Pullman Community Montessori

Development Committee (DC) Meeting

Regular meeting

Date and Time

Wednesday June 16, 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: 4/21

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. Check in and Future Planning

Check-in on campaign promotion.

Future planning for events and committee growth. Where do members interests and energies lie.

C. Donor gifts

Touch base on donor gifts

III. Other Business

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 \(Rotary crowdsourcing\)](#)

Coversheet

Approve Minutes: 4/21

Section: I. Opening Items
Item: C. Approve Minutes: 4/21
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Development Committee (DC) Meeting on April 21, 2021

APPROVED



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

Pullman Community Montessori

Minutes

Development Committee (DC) Meeting

Regular meeting

Date and Time

Wednesday April 21, 2021 at 12:00 PM

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.

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Committee Members Present

D. Main (remote), L. Sullivan (remote), Y. Ma (remote)

Committee Members Absent

J. Cassleman, J. Williams

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

L. Sullivan called a meeting of the Development Committee (DC) Committee of Pullman Community Montessori to order on Wednesday Apr 21, 2021 at 12:05 PM.

C. Approve Minutes: 3/31

D. Main made a motion to approve the minutes from Development Committee (DC) Meeting on 03-31-21.

Y. Ma seconded the motion.

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

II. Development Committee (DC) Business

A. Enrollment Update

- Laylah provided an enrollment update
 - 76 as of April 16
 - 13 seat remaining to fill for Kindergarten, 2 seats for 3rd grade, 4 seats for 5th grade

B. Donor Door Update

- Need more support and engagement from board members
- Created nice graphs to show the progress of the donor door campaign and the general fundraising campaign
- Dorrie reached out to local real estate agents and will reach out to the CAHNRS Dean
- Potential donor: Mainlab at WSU
- Discussed the ways to reach out to WSU labs

C. Donor gifts

- Dorrie provided an update on the donor gifts
 - Lapel pin
 - High quality pen
 - Water bottle (for sale)
 - Baseball caps (for sale)
 - T-shirts
 - Car window stickers
 - Face masks (good quality)

III. Other Business

A. Brain Storm

- Discussed some ideas around engagement events
 - BBQ plan in July
 - Set up a stall in Black Life Matters event in June
 - Organize a hike or BBQ in the park

- Movie night
- Popsicle drive-thru
- Tour and orientation before school starts

B. Recruiting for the Committee

- Will consider event planning expertise for the committee member recruitment

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 1:06 PM.

Respectfully Submitted,
Y. Ma

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