



# Menlo Park Academy Governing Board

## Development Committee

### Organizational Meeting

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#### Date and Time

Tue Oct 8, 2024 at 6:00 PM EDT

#### Location

Virtual Meeting

MPA Development Committee Organizational Meeting

Google Meet joining info

Video call link: <https://meet.google.com/xcv-oskh-xrr>

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OUR MISSION: Menlo Park Academy is a public school that develops the potential of gifted learners through an exemplary program of rewarding experiences that nurtures the whole child.

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#### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Teri Harrison	2 m
<b>B.</b> Call the Meeting to Order		Teri Harrison	1 m
<b>C.</b> Introductions		Teri Harrison	5 m

	Purpose	Presenter	Time
<b>II. Key Committee Documents</b>			<b>6:08 PM</b>
<b>A.</b> Development Committee Charter	FYI	Teri Harrison	15 m
<b>B.</b> 2024-25 Development Plan	Discuss	Teri Harrison	30 m
<b>C.</b> Monthly Reporting	Discuss	Teri Harrison	10 m
<b>D.</b> Event Plans and Budgets - Example	Discuss	Teri Harrisonr	15 m
<b>E.</b> Fundraising Procedures	Discuss	Teri Harrison	15 m
<b>III. 2024-25 Objectives &amp; Key Results</b>			<b>7:33 PM</b>
<b>A.</b> OKRs	FYI	Teri Harrison	5 m
<b>IV. Staffing Model / Needs</b>			<b>7:38 PM</b>
<b>A.</b> Plan execution staffing needs	Discuss	Teri Harrison	10 m
<b>B.</b> Volunteer Team	Discuss	Teri Harrison	10 m
<b>V. Closing Items</b>			<b>7:58 PM</b>
<b>A.</b> Adjourn Meeting	Vote	Teri Harrison	2 m