APPROVED

Menlo Park Academy Governing Board

Minutes

Development & Community Relations Committee Meeting

Date and Time
Thursday February 2, 2017 at 6:00 PM

Location
MPA, 14440 Triskett Road, Cleveland

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.

Committee Members Present
Jen Sekorky, Melissa Vlasak

Committee Members Absent
J Keirn Swanson, Lisa Sierk, Teri Harrison

Guests Present
Amber Oxley, Beverley Veccia, Jennifer Ingraham, Jessa Herron, Julie Ganim, Kelley Drumm, Kristen Moran, Suzanne McFarland (remote)

I. Opening Items

A. **Record Attendance and Guests**

B. **Call the Meeting to Order**

Melissa Vlasak called a meeting of the Development Committee of Menlo Park Academy Governing Board to order on Thursday Feb 2, 2017 at 6:07 PM.

C. Approve Minutes - January 5

We did not have quorum, so minutes could not be approved.

II. Development & Community Relations

A. Marketing Update

All the agenda items were reviewed. In addition, an enrollment growth update was provided.

B. Communications Plan

All of the agenda items were reviewed. In addition:

- Amber and Jenn Ingram would be responsible for implementing the communication plan; Melissa to send to them.
- Discussed updates needed on the new building
- Add a Student Council blurb in the weekly newsletter or create a newspaper
- Jenn noted the Marketing and Communication sub-committees would remain separate

C. Development Plan Update

All agenda items were reviewed.

A list of parents who have not donated / pledged was not shared.

D. Capital Campaign Update

Melissa provided an update of the Capital Campaign.

E. Community Development

The agenda items were discussed. In addition:

- We are looking for a lead to Metro West.
- Jessa and Amber uploaded the MPA Volunteer Program Overview & Policy Agreement draft. Since it was uploaded shortly before the meeting, the committee members did not have time to review. We could add this to the March meeting agenda.

III. 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 8:30 PM.

Respectfully Submitted,
Melissa Vlasak