APPROVED

Menlo Park Academy Governing Board

Minutes

Development & Community Relations Committee Meeting

Date and Time
Tuesday July 19, 2016 at 5:00 PM

Location
Menlo Park Academy

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
Amber Oxley, Melissa Vlasak, Teri Harrison

Committee Members Absent
J Keirn Swanson, Lisa Sierk

Guests Present
Amanda Ross, Jennifer Ingraham, Julie Hudson

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Amanda Ross called a meeting of the Development Committee of Menlo Park Academy Governing Board to order on Tuesday Jul 19, 2016 at 5:15 PM.

C. Approve Minutes

A. Ross made a motion to table approving the minutes from the 6/8/16 meeting. T. Harrison seconded the motion. Motion passed unanimously.

II. Key Result Areas

A. Key Result Area

Will review document for potential updates.

III. Marketing/Communications

A. Marketing & Enrollment Growth Plan

A. Ross believes the EGOP needs some updates. Remove press release comments. A. Oxley will work on looking into an official internship process for assistance Include web site updates. A. Oxley will work on engaging volunteers.

B. Communication

Communications: Compare program guide and handbook for duplicate information. Volunteer development team needed. Reviewed sample internal development plan.

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 7:00 PM.

Respectfully Submitted,
Teri Harrison