



# MCCPS Board of Trustees

## Dev/Com

Published on December 13, 2022 at 10:39 AM EST

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### Date and Time

Tuesday January 10, 2023 at 8:00 AM EST

### Location

MCCPS  
17 Lime Street  
Marblehead, Ma 01945

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Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>8:00 AM</b>
<b>A. Record Attendance</b>			1 m
Jess			
Beth			
Peter			
Ellen			
Alex			
Jill			
Sara P.			
Lindsay S.			
Lindsay L.			
Connie			

	Purpose	Presenter	Time
Sarah L.			
<b>B. Call the Meeting to Order</b>			
<b>C. Approve Minutes</b>	Approve Minutes		5 m

**II. Development & Communications 8:06 AM**

Goals and Objectives

The goals of the Development and Communications Committee are to:

1. foster awareness of the greatness of MCCPS to the community
  - working on a "one sheet" to describe Charter (Jill and Sara?)  
Check in on this item?
  - see if there is a parent who would do some filming-interview some present students, parents, and alumni?  
Check in on this item?
  - post on website to find out more about MCCPS? Clarify? What do we mean?
2. create events that support to engage the MCCPS community at large
  - Family Night Out (November)
  - Parent/Care Giver night out (with babysitting) March?
  - Entrepreneur Fair (Community Wide)- May
  - Baseball Night (MCCPS Families)-June
3. Looking for ways to grow our fundraising abilities and to brainstorm a plan for a capital campaign
  - create a foldout portfolio about the capital campaign-incorporating drawings from architect

**A. Enrichment Discuss**

Ways to promote enrichments and how to get parent/grandparent/community involvement

How is Term 2 running?

Term 3-

Lindsay will run the Entrepreneur Enrichment

**III. Entrepreneur Fair 8:06 AM**

<b>A. Entrepreneur Fair</b>	Discuss	Jessica Gelb	30 m
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Event: May 7, 2023  
10am-1pm  
MCCPS

Purpose    Presenter    Time

**Jobs:**

- Maddie make a presentation/slideshow/share website at Morning Meeting
- Alex? Are you making a flyer to hand out to parents?
- Alex-reviewing website
- Emily-Post the event in the reporter (who is telling Emily?)
- Jess-Reach out to Marblehead TV to advertise (When should I reach out?)
- Jess-Post to FB to see if there is a high school DJ who would want to play music
- Beth-Reach out to Danette and Hope about food, lunch, goodies, snacks, water, coffee, and drinks
- Beth-Reach out to Danette and Hope about Marblehead Food Pantry-how can we help support?
- Connie-Contact Marblehead Chamber of Commerce (closer to the date) to advertise
- Connie-Will ask Sharman about volunteer or paid Dj from High School
- \*Need someone to reach out/gather:
- Big Chess, Big Chalk, Big Jenga, Big Checkers, Ball Toss...

**Questions:**

- Flyer to advertise?
- How many vendors?
- How do we advertise in town-get the word out to the other schools?
- How do we "screen" vendors?
- Cost?
- Tables? Each "vendor" gets an assigned spot?
- Is there an entrance fee to attend?
- Is there a fundraising amount? What do the kids do with the money they make?
- How do awards get given out?
- Judges?

**IV. Capital Campaign**

- Update on architect and expansion in to the warehouse
- Goals for a capital campaign manager
- Ways to start reaching out to the community and begin a capital campaign

**V. Closing Items**

**8:36 AM**

A. Adjourn Meeting	Vote	Jessica Gelb	5 m
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Next meeting on February 14, 2022? Does this work for everyone?

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** 2022\_12\_13\_dev\_com\_minutes.pdf

DRAFT



## MCCPS Board of Trustees

# Minutes

## Dev/Com

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### Date and Time

Tuesday December 13, 2022 at 8:00 AM

### Location

MCCPS  
17 Lime Street  
Marblehead, Ma 01945

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### Committee Members Present

Alexandra Stark (remote), Beth Taranto, Connie DeBoever, Ellen Lodgen, Jessica Gelb, Sara Pouladian (remote)

### Committee Members Absent

Jill Weinreb, Lindsay Smith, Peter Cohen

### Guests Present

Sarahluck325@yahoo.com (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

Jessica Gelb called a meeting of the Development & Communications Committee of MCCPS Board of Trustees to order on Tuesday Dec 13, 2022 at 8:05 AM.

### C. Approve Minutes

Need to approve minutes next time. We got sidetracked because we were setting up the OWL technology for remote participation.

## **II. Development & Communications**

### **A. Recruitment**

Welcome to our new members:  
Sarah Luck  
Lindsay Smith  
Lindsay Lubets

### **B. Enrichment**

Jessica will check-in with Peter and Stephanie to find out if an enrichment is being offered focused around the Entrepreneur Fair.

## **III. Re-Cap/New Business**

### **A. Family Night Out**

Was a big success. Families enjoyed it. They were happy that they had babysitting. Night was sold out. Next time, have babysitting at Charter-too expensive at the Warwick. Thank you to PTO for covering the additional costs.

Discuss at our next meeting another night out in March-family event (ice skating, roller skating) or an event for parents/caregivers with babysitting provided at Charter.

Sarah Luck-inquire about cost to rent the ice skating rink

## **IV. Entrepreneur Fair/Capital Campaign**

### **A. Planning the Event for May 7, 2023**

Event: May 7, 2023  
10am-1pm  
MCCPS

Jobs:

Maddie make a presentation/slideshow/share website at Morning Meeting

Alex? Are you making a flyer to hand out to parents?

Alex-reviewing website

Emily-Post the event in the reporter (who is telling Emily?)

Jess-Reach out to Marblehead TV to advertise (When should I reach out?)

Jess-Post to FB to see if there is a high school DJ who would want to play music

Beth-Reach out to Danette and Hope about food, lunch, goodies, snacks, water, coffee, and drinks

Beth-Reach out to Danette and Hope about Marblehead Food Pantry-how can we help support?

Connie-Contact Marblehead Chamber of Commerce (closer to the date) to advertise

Connie-Will ask Sharman about volunteer or paid Dj from High School

\*Need someone to reach out/gather:

Big Chess, Big Chalk, Big Jenga, Big Checkers, Ball Toss...

Questions:

Flyer to advertise?  
How many vendors?  
How do we advertise in town-get the word out to the other schools?  
How do we "screen" vendors?  
Cost?  
Tables? Each "vendor" gets an assigned spot?  
Is there an entrance fee to attend?  
Is there a fundraising amount? What do the kids do with the money they make?  
How do awards get given out?  
Judges?

Capital Campaign-  
Keep circling back to it when we are planning these events-ways to have a larger scale fundraising effort?

## **V. 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 8:55 AM.

Respectfully Submitted,  
Jessica Gelb