



# MCCPS Board of Trustees

## Development & Communications Committee Meeting

Published on January 31, 2023 at 11:14 AM EST

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### Date and Time

Tuesday February 28, 2023 at 8:00 AM EST

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

Purpose Presenter Time

**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?
    - Thinking about a Carnival Family Event
  - 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

Term 3-

Lindsay and Lindsay will run the Entrepreneur Enrichment and How to create a small business enrichment.

**III. Entrepreneur Fair**

**8:06 AM**

**A. Entrepreneur Fair**

Discuss

Jessica  
Gelb

30 m

Event: May 7, 2023

10am-1pm

MCCPS

Raffle Baskets: Parent Ambassadors will create

Sponsors: Dev/Comm committee will reach out to members in the community

Auction: Peter's newsletter will reach out to the MCCPS community to see if anyone would like to organize

Jobs:

	Purpose	Presenter	Time
During Enrichment: Hand out flyers to community to spread awareness and gain traction			
Emily-Post the event in the reporter (who is telling Emily?)			
Jess-Reach out to Marblehead TV to advertise (When should I reach out?)			
Danette and Hope will organize the food			
Put on flyer contribution for Marblehead Food Pantry			
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:

How do we advertise in town-get the word out to the other schools?  
 Each "vendor" gets an assigned spot?  
 Is there an entrance fee to attend?  
 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:**  
2023\_01\_31\_entrepreneur\_carnival\_planning\_meeting\_minutes.pdf

DRAFT



## MCCPS Board of Trustees

### Minutes

#### Entrepreneur/Carnival Planning Meeting

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##### **Date and Time**

Tuesday January 31, 2023 at 8:00 AM

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##### **Committee Members Present**

Alexandra Stark (remote), Connie DeBoever, Jessica Gelb, Jill Weinreb (remote), Lindsay Smith, Peter Cohen, Sara Pouladian (remote)

##### **Committee Members Absent**

Beth Taranto, Ellen Lodgen

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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 Jan 31, 2023 at 7:45 AM.

##### **C. Approve Minutes**

Connie DeBoever made a motion to approve the minutes Dev/Com on 12-13-22.

Peter Cohen seconded the motion.

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

Connie DeBoever made a motion to approve the minutes from Dev/Com on 11-01-22.

Peter Cohen seconded the motion.

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

## **II. Development & Communications**

### **A. Enrichment**

Lindsay will be running the entrepreneur enrichment for 3rd term. Jessica and Lindsay will connect.

## **III. Entrepreneur Fair**

### **A. Entrepreneur Fair**

Discussion of sponsorship items  
Discussion of raffle  
Discussion of live auction

## **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 8:30 AM.

Respectfully Submitted,  
Jessica Gelb