

APPROVED



MCCPS Board of Trustees

Minutes

Development Committee Monthly Meeting

Date and Time

Thursday June 18, 2020 at 10:00 AM

Location

remote meeting on Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/88904867893?pwd=T1o5bHRrOE1SYWd2TkVidDIWaVNEQT09>

Meeting ID: 889 0486 7893

Password: 8isWKm

Committee Members Present

Connie DeBoever (remote), Ellen Lodgen (remote), Jeff Barry (remote), Peter Cohen (remote), Susan Hauck (remote)

Committee Members Absent

Amy Leveroni, Xhazzie Kindle

Guests Present

Katherine Koch (remote)

I. Opening Items**A. Call the Meeting to Order**

Ellen Lodgen called a meeting of the Development & Communications Committee of MCCPS Board of Trustees to order on Thursday Jun 18, 2020 at 10:00 AM.

B. Record Attendance and Guests

C. Approve remote attendance

Ellen Lodgen made a motion to accept remote attendance.

Jeff Barry seconded the motion.

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

Roll Call

Peter Cohen	Aye
Amy Leveroni	Absent
Connie DeBoever	Aye
Khazzie Kindle	Absent
Stephen Veiga	Absent
Fred Ferris	Absent
Susan Hauck	Aye
Ellen Lodgen	Aye
Jeff Barry	Aye

D. Approve Minutes

Susan Hauck made a motion to approve the minutes Development Committee Monthly Meeting on 05-28-20.

Connie DeBoever seconded the motion.

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

II. Development Committee

A. Review of Development Committee Job Descriptions and Goals

Discussed need to review job description and goals to present to the board. Susan and Ellen will review and send a draft out to members.

B. Parent Engagement Strategies

Susan led discussion

- concept of parent engagement is of course impacted by the ability to have gatherings in the fall due to Covid-19
- develop concept of seeing Charter as a coop with all parents expected and needed to participate in some way to support student success
- parent ambassadors will be appointed
 - fulfill the traditional roles of "room parents"
 - reach out to engage more parents
 - help new parents connect

- make phone calls for personal connection
- an essential role is to create a platoon of people to spread the word and share stories about Charter
- will pick one parent to be the "captain" for each grade and then recruit another 3 for a total of 4 per grade
- there will be training and meetings to support the ambassadors
- create a handbook for PTO and ambassadors to help have info and support
- train some student ambassadors from each grade to do tours, welcome new students

C. Recruitment

III. Other Business

A. Marblehead Charter Education Fund (MCEF)

- Susan will be President of the MCEF
- Jeff is the bookkeeper
- current members include Jen Jewell (former parent and Board Chair) and Evan Cassidy (graduate)
- need a few more members and assign vice president, treasurer, secretary
- meet quarterly at first

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 11:05 AM.

Respectfully Submitted,
Ellen Lodgen

Documents used during the meeting

- 2020_05_28_development_committee_monthly_meeting_minutes.pdf
- DCR_Committee_Goals_2017-18.docx-1.pdf
- DCR_Committee_Job_Description.pdf