

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
Xhazzie 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