

APPROVED



## MCCPS Board of Trustees

### Minutes

#### Development & Communications Committee Monthly Meeting

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**Date and Time**

Friday November 20, 2020 at 10:00 AM

**Location**

Remote via Zoom

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Join Zoom Meeting

<https://us02web.zoom.us/j/81923176849?pwd=bjc3Q3ExWEhWcUI2c01hcjFia1BkQT09>

Meeting ID: 819 2317 6849

Passcode: 5407

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**Committee Members Present**

Amy Leveroni (remote), Beth Taranto (remote), Connie DeBoever (remote), Ellen Lodgen (remote), Ian Hunt, Katherine Koch, Paul Baker (remote), Susan Hauck (remote)

**Committee Members Absent**

Jeff Barry, Xhazzie Kindle

**Guests Present**

Ian Hunt (remote), Jennifer Goldberg (remote), Jessica Gelb (remote)

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**I. Opening Items**

**A. Call the Meeting to Order**

Paul Baker called a meeting of the Development & Communications Committee of MCCPS Board of Trustees to order on Friday Nov 20, 2020 at 10:00 AM.

**B. Record Attendance and Guests**

**C. Approve remote attendance**

Paul Baker made a motion to Approve remote attendance.

Connie DeBoever seconded the motion.

None

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

**Roll Call**

Paul Baker	Aye
Connie DeBoever	Aye
Jeff Barry	Absent
Ellen Lodgen	Aye
Ian Hunt	Aye
Khazzie Kindle	Absent
Susan Hauck	Aye
Beth Taranto	Aye
Amy Leveroni	Aye
Katherine Koch	Aye

**D. Approve Minutes**

Susan Hauck made a motion to approve the minutes from the October 2020 Development Committee Meeting Development Committee: October Meeting on 10-16-20.

Amy Leveroni seconded the motion.

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

**Roll Call**

Connie DeBoever	Aye
Khazzie Kindle	Absent
Beth Taranto	Aye
Susan Hauck	Aye
Jeff Barry	Absent
Katherine Koch	Aye
Ellen Lodgen	Aye
Ian Hunt	Abstain
Amy Leveroni	Aye
Paul Baker	Abstain

**II. Development Committee**

**A. Head of School Update**

Dr. Cohen provided a brief update to committee members

**B. Reorganization of Development and Communication Committees**

In the interests of collaboration, Peter and Susan proposed that the Development and Communication Committee's merge from and become one entity moving forward Susan Hauck made a motion to Merge the Development & Communication Committees into one entity.

Paul Baker seconded the motion.

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

**Roll Call**

Katherine Koch	Aye
Ellen Lodgen	Aye
Susan Hauck	Aye
Jeff Barry	Absent
Amy Leveroni	Aye
Paul Baker	Aye
Connie DeBoever	Aye
Ian Hunt	Aye
Khazzie Kindle	Absent
Beth Taranto	Aye

**C. Development/Communications Playbook**

Susan and Ian provided a brief outline of their intention to formulate a a Development/Communications playbook. This will provide a guideline as well as inform all committees of the Board and enable the school to speak with one directed and focused voice. This will be especially important as we move forward with fundraising and capital campaign asks over the next few years.

**D. Upcoming Development Initiatives**

Susan outlined her goals for the next six months or so: enrollment, postcard mailing, alumni outreach, inclusivity in participation of all families regardless of income, April/May fundraisers etc.

**E. Upcoming PTO Activities**

Connie provided an update on the "Take out Tuesday's " initiative which has been a huge success.

These events not only provide funds to the PTO but also help build community outreach and actually help these local restaurants to survive through the harsh winter months.

Charter is not just taking from these businesses but also giving back.

### **III. Closing Items**

#### **A. Adjourn Meeting**

The December Committee meeting will be held at 10am on 12/18/20

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:00 AM.

Respectfully Submitted,  
Paul Baker