**THREE RIVERS MONTESSORI CHARTER SCHOOL**

Development/Parent Fundraising Committee

Tuesday, August 9, 2022 6:00PM

17267 Yale Street Northwest, Elk River, Minnesota 55330

1. **CALL TO ORDER:** Chris called the meeting order
2. **ROLL CALL** 
   1. Board Members Present: Chris Castagneri and Angie Johnson
   2. Parent Committee Members Present: Jen Stowe
   3. Other Attendees: Antonio Kuklok
   4. Absent: Jonna Duke
3. **REVIEW OF TRM MISSION & VISION STATEMENTS**

Mission: Empowering students to reach their full potential through authentic Montessori learning.

Vision: Academic Excellence \* Community Engagement \* Environmental Stewardship

1. **MEETING AGENDA**
   1. Future of Development/Parent Committee
   2. Framework for supporting the main Board
   3. Open House August 31
   4. Meeting date/time and roles moving forward
2. **PUBLIC COMMENTS**
   1. None
3. **INFORMATION ITEMS**
   1. Future of Development/Parent Committee
      1. Parent committee will fold into the Development subcommittee of the Board.
      2. ACTION ITEM: Chris to follow-up with other Board members if anyone else is interested in being on the Development committee
      3. Finalize Committee Mission/Vision Statement
   2. Framework for supporting the main Board
      1. Antonio/Chris provided guidance on a yearly framework for how the committee should function
         1. Support the staff and students of TRM
         2. Support financial goals/project (i.e., playground/library)
         3. Support larger community
      2. Decide on fundraising goals – TBD
         1. If anyone can find fundraising goal/actual raised history, that would be helpful
      3. Decide which fundraisers – need to finalize
         1. 2 book fairs to coincide with fall and spring conferences
         2. Pizza Ranch night (or another restaurant), pending Nov 7
         3. Color Run in May 2023
      4. Decide which school projects to fund - TBD
      5. Present to Board
         1. ACTION ITEM: Chris to add topic to September 20th meeting agenda
4. **DISCUSSION ITEMS**
   1. Open House August 31
      1. Development/Parent Committee Table at the Open House kick-off to the school year
         1. ACTION ITEM: Invite parents to join the committee!
            1. ACTION ITEM: Add new members to committee meeting invite/communications
         2. ACTION ITEM: Jenn to reach out to families to bring favorite lawn games
      2. TRM Merchandise Orders
         1. ACTION ITEM: Jen to reach out to families to bring cash/check for orders at the Open House
         2. ACTION ITEM: Jen to finalize choosing a vendor and get sample sizes to have at Open House
         3. ACTION ITEM: Choose 1 color for kid sized t-shirts
         4. ACTION ITEM: Choose multiple options for staff/parents
   2. Roles moving forward
      1. Angie will be the Development Committee Chair
      2. Jen will be the Parent Fundraising Lead
5. **REVIEW OF NEXT MEETING DATE**
   1. Meeting date/time
      1. ACTION ITEM: Jen/Angie to look at schedules and finalize meeting date/time moving forward
   2. Antonio invited Angie and Jen back to TRM to engage with teachers on ways to support them.
      1. Monday, August 29, 2022, 2pm-2:30pm
6. **MEETING ADJOURNED**