



## Mill Falls Mission & Charter Committee Meeting Minutes

December 7, 2022, 8:30am @ Mill Falls

**1: Call to Order & Welcome Any Public:** Dalton called to order at 8:35am; no public present.

**2: Attendance:** Present: Dalton, Levin, Bashier, Hollingworth; Absent: Corriveau, Wrubleski; Leave of absence: Bee.

**3: Approval of Minutes from 11/2/2022: Motion:** Levin; Second: Bashier; Hollingworth abstained; **Vote:** Unanimous.

**4: Strategic Planning Discussion / Action Plan:** Strategic planning at the committee level should be happening, and brought into a larger Board-shared working document that notes what the committees are doing monthly, yearly, etc. Governance Committee to be contacted to pick up this work.

### 5: Three Priorities

**A: Boost Parent Volunteering:** One area Levin would like this committee's help is to bring events and initiatives to the larger board to help spread the word/ask for a hand when needed. Dalton mentioned there are some events where a BOT member on this committee could work alongside a volunteer committee to help with lift – examples would be the Fundraising Calendar and Night of Community, as these are larger lifts that also relate to tapping into our networks.

- **Fundraising Raffle Calendar:** Information meeting for volunteering on 8:30am on Dec. 20<sup>th</sup> – Hollingworth will be attending; Levin is presenting the structure that has worked in the past. An ask for BOT members will be to help collect items to put on the calendar, sponsorships for printing or a service that goes into the calendar making process and sell the calendars when the time comes. The selling of the calendars is March and the pulling of the raffle prizes is in April.
- Levin shared **other volunteer opportunities** that have been happening: Upper EL Feast, holidays conversations with Lower L, catered luncheons during early release/professional development days, Little Lending Library, hanging the new school sign, etc. Parents have been VERY responsive to our asks.

**B: Build External Network:** Last week the first **Montessori Morning Tour** happened since Feb. 2019 and was very well attended. Levin has followed up with all of the folks. The next tour will be scheduled for January. The Committee briefly discussed holding our Annual Leadership Breakfast – there was interest from the Montessori Morning Tour group so this could be something to explore. Would return to the model of having a speaker that would have a big draw to the community and interest business folks to take an hour out of their day, as well as having a student component and mission sharing by Admin and an ask.

**C: Inform BOT and school community about legislation and policy:** No updates at this meeting; Corriveau will present at the General BOT meeting to share a report there.

### 6: Review of Action Items

- Hollingworth to attend Fundraising calendar presentation 12/20 and present information to the general BOT at the January meeting.
- Dalton to reach out to co-chairs of the Governance Committee to ask if they can pick up the strategic planning process and make a shared document.
- Levin to share January, February, and March Montessori Morning Tour date at Dec. General BOT Meeting.
- Hollingworth to connect Levin to Manchester Kiwanis and Levin will reach out to Bee about Rotary.
- Committee to brainstorm with the General BOT as well as Foundation about who might be a draw for a May Breakfast event.

**7: Next Meeting:** January 4<sup>th</sup> at 8:30am at Mill Falls.

**8: Adjournment Motion** to adjourn at 9:17am Levin; Second: Hollingworth; **Vote** unanimous.