Meeting called to order at 6:13 pm by Ms. Lugira.

October 2018 Meeting Minutes
  ● Approved

Student Story
  ● Mairelys Castillo

Principal’s Report
  ● Highlights
    ○ Interactive classrooms
    ○ After school activities
    ○ Student experiences
    ○ ISEE Prep course
    ○ Professional Development

Elections
  ● Community representatives conversation regarding interest in various roles
  ● Conversation about the role of board chair:
    ○ Advocate for our community’s needs
    ○ Comfortable in meetings with superintendent and officials
    ○ Support Ms. Lugira as a school leader
  ● Possibility raised of co-chair position created.
  ● **Motion made and passed:** Create co-chair position and retain vice chair.
● New officers:
  ○ Co-Chairs: Kevin Lownds and Ivy Sanchez
  ○ Vice Chair: Tasha Crichlow
  ○ Treasurer: Zach Gale-Day
  ○ Secretary: Aubrey Goodman

Election to Work Agreement
● Review this document before next meeting so we can effectively collaborate with the BTU representatives to make any necessary edits.

Build BPS Update
● Review document in the folder “Build BPS School Committee Presentation” The document is in the Governing Board Google Folder
● BTU teacher representatives have a number of updates

Fundraising Event Updates and Planning Session
● Michelle O’Neil-Turner shared the Frederick Fundraiser Planning Google Sheet
● Review OneCause platform
● Edits Requested
  ○ Move “Make a Donation” tab to the top
  ○ Color needs to match Frederick colors and branding of Save the Date
  ○ Email needs embedded links for donations and ticket sales
  ○ Draft language needs to be edited
  ○ Kevin will share a network email blast preface (can be from sponsor letter)
  ○ Update goal (0$/5000)
● Tasha will connect with Hai by tomorrow to update the Welcome Page
● Greg will update the school website with the banner and the add the updated flyer
● Michelle will add the flyer to the Google Folder
● Teams
  ○ Logistics Team: Kevin, Meghan, Greg, Kareen, Christina, Melissa
  ○ Catering Team: Michelle, Pauline, Emily, Hai, Meghan
  ○ Social Media: Tasha, Hai, Sharif
  ○ Silent Auction: Aubrey
  ○ Budget: Zach
  ○ Community engagement and sponsors: Ivy
● To Do:
  ○ Email to board by Tuesday 11/6/18:
    ■ Revise/Organizing the sponsorship list
    ■ Identifying contact numbers
    ■ Script
  ○ Pauline and Michelle: reach out to vendor to identify Snow Date ideally in March

Meeting adjourned at 8:05 p.m.

Next meeting will be on December 6, 2018.