Development Committee Meeting Agenda
6:00 – 7:00 pm, Monday, October 26, 2020
via Zoom Meeting Conferencing as per State of LA Proclamation #2020-30
Zoom Link: https://zoom.us/j/9257693126
Phone: (312) 626-6799; Meeting ID: 925 769 3126; Password: NONE

The matters listed below are those reasonably anticipated by the Committee Chair(s) to be
discussed at the meeting. Not all items listed may, in fact, be discussed. Other items not listed may
be brought up for discussion to the extent permitted by law. All agenda items are informational
unless otherwise denoted, though all committee reports require a vote for acceptance. Until
further notice, all Development Committee meetings will be held via Zoom.

6:00 pm Call to Order and Roll Call – Shabankareh
6:03 pm Approval of Today’s Development Committee Meeting Agenda – Chair(s) VOTING
6:05 pm Reconciled Development Report – Ramsey
6:10 pm Old Business – Chair(s)

I. Review of Development Plan & Activities
   a. Report of completed activities
   b. Discussion of incomplete activities – NOTE: numbering below refers to
      sections of the Adopted Development Plan
      i. Communications
         1. a. Expand and Diversify Development Committee
         2. b. Better non-ask public communications
      ii. II. Training
         1. a. Kindful Training for Committee and Staff
         2. b. Development Training for Board and Volunteers
      iii. III. Policies and Procedures/a. Gift Acceptance Policy
      iv. IV. Fundraising and Stewardship
         1. a. Engage Board, Staff, and Families
         2. b. Annual Campaign – i. Back to School Appeal and iv. Corporate Appeal

II. Other Matters

Board
Darren Patin, Chair; Daniel Willeman, Vice Chair; Roger Watkins, Treasurer; Todd Taylor, Secretary; Directors: David Hoover,
Anane Olatunji, Kitty Cook Ramsey, Ashley Shabankareh, Jonathan Stewart
6:45 pm  New Business – Chair(s)

I.  Review of Development Plan Upcoming Activities
   a.  IV. Fundraising and Stewardship
      i.  b. Annual Campaign/ii. GivingTuesday
      ii.  c. Signature Event in Spring 2021
      iii.  e. Stewardship of Donors and Volunteers/ii. Thankful email, social, hand-written notes to major donors

II.  Other Matters

7:00 pm  Adjournment

Guests are welcome to speak during each agenda item with recognition from the Committee Chair(s). In the event to comments or debate may appear to be lengthy, the presiding officer will set a time limit the open comment period; will define the time length each person is afforded to speak; will recognize the order of the respondents, and each person will be asked to state their name, city, parish, and affiliation with the school (examples: employee, administration, parent, community guest, school board representative). This policy subject to change, as necessary.