



**Governing Board Minutes  
November 1, 2018**

**Board Members in Attendance**

Greg Caruso - Faculty Representative  
Tasha Crichlow - Community Representative  
Zachary Gale-Day - Community Representative  
Aubrey Goodman - Community Representative  
Emily Hanke - Faculty Representative  
Kevin Lownds - Community Representative  
Pauline Lugira - Principal  
Meghan McGoldrick - Administrative Representative  
Ivelisse Sanchez - Community Representative  
Kareen Wilkinson - Faculty Representative  
Sharif Williams - Faculty Representative

**Additional Attendance**

Michelle O'Neil-Turner

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.