

Equity Committee Notes- February 4, 2025

Thanks for a productive call today! As promised, here's what we discussed regarding the Parent Partnership event on 3/10/25:

- Alyssa will start promoting it in Stepping Stones this Friday with basic information, including times, the movie link, and an RSVP.
- Lindsay will draw up an RSVP google form that will populate an accessible spreadsheet that will include the following information
 - Date and times (3/10/25).
 - will you be attending on zoom or in person?
 - how many people will be wanting pizza?
 - # of adults
 - # of children needing childcare
 - ages of children needing childcare
 - any wonderings about literacy, Montessori, or how we teach reading at CMES that you'd like to ask ahead of time to our presenters?
- Basic layout: Movie begins at 4pm. If you're not attending the movie in person at 4pm, please arrive between 5:15-5:30 to get children settled in to childcare with their food in the multipurpose room, and grab pizza to eat in the lecture room for those attending the presentation Q&A from 5:45-6:45pm. Jess & Megan will be our presenters.
- We will offer \$100 each for a stipend to Megan and Jess.
- Lindsay will organize getting a video made of upper elementary children demonstrating some literacy activities/lessons to promote our event. We will aim to send that out as a promotion 2/21/25
- Sarah will talk with Jess and Megan about basic format of the event, aiming to do 20 mins of presentation about literacy at CMES/the Montessori philosophy; the rest of the time for Q&A; also hoping to have some take home skills/do at home activities for parents/guardians to do with their children to support literacy education at school.
- Sarah will talk to Jess and Megan to see if they would want to ask kids to do promotional posters about reading/our event and/or a promo video asking families to attend that we can send out ahead of time and/or hang at school and on the sandwich boards for drop off and pick up.
- Sarah will also ask Jess and Mara to send out an invitation to alumni families to attend the event.
- We intend to use the RSVP form to email out a reminder to those who RSVP about the event a few days before the event.
- One of us on the committee will get a final pizza count to Alyssa the morning of the event so she can order that day
- We also discussed the members of this committee being "hosts" for the evening making sure people are greeted as they enter, they fill out name tags, and know where to drop children and get food.
- We'd also like to promote the committee and make sure we have sign up sheets for folks who might be interested in joining the committee or the Board.