

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS  
Peterborough, New Hampshire**

**CONTOOCCOOK VALLEY SCHOOL BOARD**

**Communication Committee Meeting**

**Monday, December 18, 2017**

**6:30 p.m.**

**SAU #1**

**Minutes**

**Committee Members:**

- Stephan Morrissey, Chair (ATC Committee Rep)
- Jim Fredrickson (B&P Committee Rep)
- Kristen Reilly (Strategic Plan Committee Rep)
- Bernd Foecking (Education Committee Rep)
- Niki McGettigan

**Present:** Stephan Morrissey, Bernd Foecking, Kristen Reilly

**1. Call to order**

**Stephan Morrissey called the meeting to order at 6:34 p.m.**

**2. Accept minutes of November 28, 2017**

**Bernd Foecking moved to accept the minutes of November 28, 2017. Kristen Reilly second. Kristen Reilly abstained. Motion carried.**

**3. News Releases in Process**

Bernd Foecking reported that too much time is being spent on points about how an article is written and would rather assign content to collect, assign outlets to publish, and get the message out there.

The cards exist with the content collected. Writing assignments to communicate are as follows:

- Budget process to date/November – Jim Fredrickson
- Teacher Negotiations Update –Rich Cahoon
- School Board Goals (ATC) combined with NHSBA training – Stephan Morrissey
- Points of Pride – accomplishments/happening – Niki McGettigan
- School Board Goals – Implementation Process of Strategic Plan – Kristen Reilly
- Consolidation and Reconfiguration – Janine Lesser
- Helmets – Kristen Reilly

- 1:1 Initiative – Bernd Foecking
- Science Labs – Divvy up into three phases; first is money set aside for two labs and borrowing for two additional. – Stephan Morrissey

Those responsible will upload the releases into Trello and release them. They can be shared with one another and available for grabbing so that they can be used in other local publications and tweeting etc.

Write-ups should be completed by the end of this week.

#### **4. Trello**

Bernd Foecking said that he likes the tool Trello; he is unsure if it is not too complex.

A decision should be made when Niki McGettigan is present. The goal is to write and release these letters in a timely manner.

Google platform is a power tool that everyone could use. Discussion took place about Google causing the document to be public.

#### **5. Other**

None.

**Kristen Reilly motioned to adjourn at 7:04 p.m. Second. Unanimous.**

Respectfully submitted,

Brenda Marschok

