

OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire

CONTOOCCOOK VALLEY SCHOOL BOARD

Communication Committee Meeting

SAU #1 Board Room

Monday, October 15, 2018
7:00 p.m.

AGENDA

Committee Members:

- Niki McGettigan, Chair
- Rich Cahoon
- James Fredrickson
- Stephan Morrissey
- Janine Lesser
- Kristen Reilly

1. Call to order

2. Accept minutes of September 25, 2018

3. Review policies

- BHC: Board Employee Communications
- GBD: Board Employee Communications

4. Review /Revisit:

- CVSB website updated (demo)
- Social Media / We Are ConVal

5. Discussions:

- Collaboration with SAC for communication
- Communication person for the district?
- Progress/ direction of committee

6. New Assignments: Who ,What, When, Due Dates

- Communication Plan for School Board (CVSB goal)
- Looking at Funding/ information for website/and more
- Taxes

7. Other

Next Meeting - Oct 23rd 7:00 p.m.

Working meeting to revise, edit, rewrite, post current assignments

**OFFICE OF THE SUPERINTENDENT OF SCHOOLS
106 Hancock Road
Peterborough, New Hampshire**

CONTOOCOOK VALLEY SCHOOL BOARD

Communication Committee Meeting

South Meadow School Library

Tuesday, September 25, 2018

5:30 p.m.

Minutes

Committee Members:

- Niki McGettigan, Chair
- Rich Cahoon
- James Fredrickson
- Stephan Morrissey
- Janine Lesser
- Kristen Reilly

Present: Niki McGettigan, Stephan Morrissey, Kristen Reilly

1. Call to order

Niki McGettigan called the meeting to order at 5:34 p.m.

2. Accept minutes of August 28, 2018

Stephan Morrissey moved to accept the minutes of August 28, 2018. Kristen Reilly second. Unanimous.

3. Review assignments

Niki McGettigan reported that she had created a folder in Drive to support tonight's work session. Pulling together a report that ties the intro's into Ann's report and reworking the ATC piece is a point.

The historical data that speaks about why ConVal was formed is important.

The goal is to pull together the history alongside waiting for direction on configuration or consolidation. The focus must be on education rather than savings.

Discussion took place about the Communication Committee being a conduit of the School Board and pushing information to another committee for dissemination.

Who do we need to inform? What types of information needs communicating? The charge of this committee has been moving.

Niki shared that she thought that the Communication Committee had the charge of communicating all of the things happening in the district. The charge is more to communicate the business of the School Board.

Karen Hatcher said that Niki was not wrong in believing that communication of all that is taking place in the district is a goal. It defines the “why” of the business that the board is working.

The process to date has been that an assignment is given, a due date is assigned, where will it be published is established, and back up readers were assigned.

4. Work session (partial committee)

-read, revise, rework, and prepare for publishing

The committee worked and reworked a communication document on the ATC.

5. Assign new research and work for next meeting

6. Set agendas for two October meetings

Niki said that moving forward, the first meeting of this committee each month will be a business meeting; the other a working meeting.

7. Other

None.

Stephan Morrissey motioned to adjourn at 6:58 p.m. Kristen Reilly second. Unanimous.

Respectfully submitted,

Brenda Marschok

BHC – Board-Employee Communications

The School Board desires to maintain open channels of communication between itself and the staff. The basic line of communication will, however, be through the Superintendent of Schools.

Staff Communications to the Board

All communications or reports to the Board or any Board committee from principals, supervisors, teachers, or other staff members shall be submitted through the Superintendent, or designee.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the Superintendent or designee, and the Superintendent will employ all such media as are appropriate to keep staff fully informed of the Board's problems, concerns, and actions.

Visits to Schools

Individual Board members interested in visiting schools or classrooms will inform the Superintendent of such visits and make arrangements for visitations through the principals of the various schools. Such visits shall be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Official visits by Board members will be carried on only under Board authorization and with the full knowledge of the Superintendent and Principals.

Social Interaction

Individual Board members have no special authority except when they are convened at a legal meeting of the Board or vested with special authority by Board action. Therefore, discussions by either party of personalities or personnel grievances will be considered as evidence of unethical conduct. However, violations or other actions coming to the attention of a Board or staff member are to be communicated to the Superintendent or his/her designee.

See also: *GBD*

1st Read: November 13, 2012

2nd Read: May 7, 2013

Adopted: May 7, 2013

< BGB: Policy Adoption

CA - Administration Goals (<http://schoolboard.convalsd.net/district-policies/c-general-school-administration/administration-goals/>)

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Category: O

See also BHC

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< GBCD - Background Investigation And Criminal Records Check

GBEA - Staff Ethics (<http://schoolboard.convalsd.net/district-policies/g-personnel/gbea-staff-ethics/>)