

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

CONTOOCOOK VALLEY SCHOOL BOARD

Communication Committee Meeting

SAU #1 Board Room

**Tuesday, October 23, 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 October 15, 2018**
- 3. Review assignments**
- 4. Work session (partial committee)**
-read, revise, rework, and prepare for publishing
- 5. Assign new research and work for next meeting**
- 6. Other**

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SAU #1 Board Room

Monday, October 15, 2018

7:00 p.m.

Minutes

Committee Members:

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

Present: Niki McGettigan, James Fredrickson, Stephan Morrissey, Janine Lesser, Kristen Reilly, Myron Steere

1. Call to order

Niki McGettigan called the meeting to order at 7:43 p.m.

2. Accept minutes of September 25, 2018

Stephan Morrissey moved to accept the minutes of September 25, 2018. Kristen Reilly second. Janine Lesser and Jim Fredrickson abstained. All others in favor. Motion carried.

3. Review policies

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

These policies should be compared to the State Policies and a recommendation come from Policy Committee. Of particular concern is the category of "Social Interaction". These will be reviewed in comparison to the State versions.

Does the information that was uploaded and will be uploaded onto the website need review before upload? Clarification will be sought.

The policies are Board/Employee and not Board/Public communications. Clarity is needed. Other related policies will be pulled if any exist.

4. Review /Revisit:

- CVSB website updated (demo)

Niki shared updates to the CVSB web pages. They will appear similarly to individual schools. The format will be similar. The goal is to change two pieces of information periodically to keep the site fresh.

- Social Media / We Are ConVal

5. Discussions:

- Collaboration with SAC for communication

SAC discussed the Strategic Plan Committee and the potential closing of schools at their last meeting. The funding formula was discussed. Collaboration between both SAC and Communication was discussed as a potential.

Working with SAC is a plus; coverage can be expanded. Joint communications were seen as valuable.

- Communication person for the district?

Discussion took place about a ConVal Communication staff member on board for the purpose of continued communication.

- Progress/ direction of committee

What is the Communication Committee responsible for? The committee speaks for the board and not for the district. Thinking about the Strategic Plan and the School Board goals is the goal. The committee should not write the piece but facilitate it getting communicated.

Varying levels of communication exist among the schools.

Does the District Communication Committee still exist? Could the Chairman of that Committee attend the School Board Communication Committee meetings?

The board is supporting what is happening in the schools. The goal is to identify a specific group of happenings in the schools to the public that will impact the adoption of the budget.

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

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

Niki reported having shared the ConVal Communication Committee Drive in Google. The ConVal School Board website drive has been compiled with research articles for potential publication. They might be starters. Niki will invite the Communication Committee members to the drive and members can identify items for further development and publication.

7. Other

None.

Stephan Morrissey moved to adjourn at 8:37. Jim Fredrickson second. Unanimous.

Respectfully submitted,

Brenda Marschok