

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

CONTOOCOOK VALLEY SCHOOL BOARD

Communication Committee Meeting

Thursday, April 23, 2020

7:00 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/81135741339?pwd=enFuKzl5NEQ0RnNlak1PLzhPSTNLQT09>

Meeting ID: 811 3574 1339

Password: 6Lcb5a

Phone: +1 312 626 6799 US

Meeting ID: 811 3574 1339

Password: 496034

Minutes

Committee Members:

- Niki McGettigan
- Alan Edelkind
- Jim Fredrickson
- Janine Lesser
- Kevin Pobst

Present: Niki McGettigan, Alan Edelkind, Jim Fredrickson, Janine Lesser, Kevin Pobst, Dr. Kimberly Saunders

1. Call to order

Niki McGettigan called the meeting to order at 7:03 p.m.

2. Accept minutes of March 12, 2020

Alan Edelkind moved to accept the minutes of March 12, 2020. Katherine Heck second. Kevin Pobst and Janine Lesser abstained. Motion carried.

The Communication Committee will meet on the second Thursday of each month at 6:30 p.m.

3. Role of committee, overview, review of plan – Niki McGettigan

Niki said that the committee lays communications out on a calendar. Three possible readers to cross check and fact check are typically in place. Google Docs was not the best tool for the work. It may be perfected if the committee persists. Collaboration worked better by sending the document around one by one. It was time consuming.

4. Review remote learning communication coverage in media, social media, etc.

- a. Does the Board need to do more? Discuss/Assign

A communication was referenced that shared information about COVID-19 titled "What We Know at this time about the Financial Impact of COVID-19 on the ConVal School District."

Kevin Pobst proposed that the committee take a version of the communication and bullet it. He said that he would be happy to make grammar and syntax adjustments and include bullets with titles. Niki McGettigan said that after the close of this meeting, Niki, Kevin, and Alan could review the document and edit. There is plenty of content to work with.

Katherine Heck asked Kimberly if she is comfortable with a sentence that states that we are eligible for \$325k in CAREs ACT funding. Kimberly said that she is confident that we will receive about \$325K in reimbursements. \$33million is coming to New Hampshire.

Janine Lesser asked who the audience is for this document. Niki McGettigan said that it is for everyone. It provides a consistent answer to questions and points people to a direction.

Jim Fredrickson said that a reference could be made that says that the administration and School Board will be reviewing costs and savings regularly at each and every board meeting.

Kimberly Saunders brought attention to language about where work is being conducted.

Janine Lesser said that many, many people believe that the school district is closed.

Katherine heck said that whether we are in the physical brick and mortar buildings or at home behind our computers, language that confirms that education has been recreated as we know it and that staff are available and working. All staff are fully engaged in education and learning.

Jim Fredrickson said that it should be stated that no one has been laid off; therefore, there is no reduction in staff.

Katherine's language emphasizes how hard everyone is working to reinvent the delivery of education.

Kimberly said that costs were incurred as a result of floor to ceiling cleaning required.

In addition, mention that the district will be reimbursed for the meals we are serving by the Federal Government should be made. Also, not all of the co-curriculars are cancelled. Some extra-curricular activities are cancelled.

Niki McGettigan said that Communication was asked to deal with the co-curricular stipend piece.

Katherine is working on that piece separately.

Janine Lesser suggested a piece on how education is being redesigned and delivered. Define what it is and all that is involved.

Katherine said that she would love to communicate that ConVal began remotely on day three of remote learning. Second, she would love to do a piece about the resources that are being available that the community can tap into.

Niki McGettigan shared information currently on the ConVal webpage about remote learning. The resources are displayed by grade level. There is so much to access and it is available to the public.

A refinement of the COVID communication will be worked on by Alan, Niki, and Kevin.

5. Plan for COVID-19 Coverage/Assignments etc.

6. Other

None.

Niki McGettigan closed the meeting at 7:51 p.m.

Respectfully submitted,

Brenda Marschok