

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

CONTOOCOOK VALLEY SCHOOL BOARD

Communication Committee Meeting

Thursday, June 11, 2020

6:30 p.m.

Physical Location: None

Virtual Location:

<https://us02web.zoom.us/j/89537808765?pwd=SUt0c1dqZk5TbWtVUjZ2OS9reUE1UT09>

Meeting ID: 895 3780 8765

Password: 8XwcXD

+1 646 558 8656 US

Meeting ID: 895 3780 8765

Password: 880931

Minutes

Committee Members:

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

Present: Niki McGettigan, Alan Edelkind, Janine Lesser, Katherine Heck

1. Call to order

Niki McGettigan called the meeting to order at 6:37 p.m.

2. Accept minutes of May 14, 2020

Janine Lesser moved to accept the minutes of May 14, 2020. Alan Edelkind second. Unanimous.

3. Review website, recent publishing's, etc.

Niki McGettigan shared the website, and recent posts, which included the thank you to teachers, surveys on parent and teacher assessment of remote learning, and a thank you to parents. In addition, *The Effects of COVID-19 on the Budget* from April was noted, among others.

Niki thanked everyone on Communications for making and organizing communication push outs to allow them to happen.

Discussion took place about the solar project communication. Janine Lesser suggested that the communication be sent to the newspaper so that people know that we are moving forward with solar.

4. Review, Revise Goals and Collaborative Assignment Protocols

Niki highlighted four pieces of work; overview of communications, possible planning of communications throughout the year, a “to do” list for communications, and web postings of communications.

Differences in editing for content or grammar were noted. Having different readers is valuable for different sets of eyes. When three readers are used, one has to be strong in one area. Niki did not oppose going to two readers.

Niki said that she would like to take time to look at what happened this year in terms of communications, the plan, and the reality. Having protocols in place is her goal.

Niki sent the pieces to the committee for discussion at the next meeting.

5. New Assignments, Deadlines, etc.

Niki said that changes to Alan’s document as a result of Budget & Property might evolve.

Alan Edelkind suggested beginning communications on school opening and what that might look like.

Niki suggested waiting until next week passes to connect again with the Superintendent.

Niki said that the piece that this committee can pick up is getting information to the rest of the community outside of parents and staff.

Janine Lesser said that it is Kimberly’s responsibility to communicate with staff and parents. The board communicates with parents in another way.

Alan said that as long as the communication is cleared with Kimberly, we should be fine.

Niki spoke about duplicating Kimberly’s communications to the general public as helpful.

Discussion took place about other various communications possible, such as graduation. Katherine shared the evolution of the graduation committee decision and how decisions were made on the options available and the continued discussions on this topic.

Alan Edelkind suggested that the board communicate on the topic.

Further discussion took place.

Niki asked Katherine to pose a question to the Graduation Committee “Do they feel comfortable with letting people know that the process is still ongoing?”

Katherine Heck said that was communicated at the last meeting.

6. Other

Janine Lesser motioned to adjourn at 7:39 p.m. Alan Edelkind second. Unanimous.

Respectfully submitted,

Brenda Marschok