

Scotland Board of Education
Communications Committee
Meeting Minutes
January 30, 2020 3:30 p.m.
Superintendent's Office

1. Call to Order

The meeting was called to order at 3:37 p.m.

2. Discuss general aspects of a communication plan for the Board of Education.

Several points were emphasized regarding the difference between the Board of Education's communication plan and that of the school. The Board's plan needs to emphasize the role of the board members. The committee members emphasized their understanding that there is a fine line between a Board of Education communication plan and that of the school. Ms. Martin identified the quarterly communication newsletter that is used at PHHS and the fact that two (2) Board members do the writing based on input from school staff. The committee discussed various presentations that might be made to the Board and advertised in a BOE communication.

Mrs. Smardon presented the Ledyard Board of Education communication plan and the committee discussed various aspects of the plan.

The committee discussed a tentative time line for completion of the plan. The committee anticipates presentation to the full BOE at the May 2020 meeting as a first read with a vote at the June meeting for implementation in September of 2020.

Mrs. Smardon will edit the Ledyard plan and send a copy to Dr. Baran for distribution to the other committee members.

Dr. Baran will contact Nick Caruso at CABE to inform him of the committee's work and their use of the Ledyard plan in anticipation of Mr. Caruso meeting with the committee at a future date to provide input and guidance.

3. Discuss future agenda items.

At the next meeting the committee will discuss the edited Ledyard plan.

4. Set next meeting date

The next meeting of the committee will be Thursday, February 13, 2020 at 3:30 p.m. in the superintendent's office.

5. Adjourn

The meeting was adjourned at 3:55 p.m.