

Board of Education  
Communications Sub-Committee Minutes  
Monday April 3, 2023  
BOE Conference Room

In Attendance: Don Ramsey, Dan Cruson, Janet Kuzma, and one member of the public

1. Call to Order - 1:01pm

2. Public Participation - None

3. Approval of the minutes for March 6, 2023 - Mr. Cruson makes motion to approve minutes, Mrs. Kuzma seconds. Motion passes unanimously.

4. Old Business

a. Review District Highlights Volume 3 Issue 1 analytics

Committee reviewed the analytics of the most recent newsletter. This issue had the most views out of all the previous ones since using smores. Mr. Ramsey stated that he had heard from a few public officials who had read it. Committee members asked to have analytics sent to them.

b. Review progress on articles for District Highlights Volume 3 Issue 2.

Mr. Ramsey asked if anyone had any questions about the upcoming newsletter which will highlight the arts program. Articles should be submitted for approval by the May 2, 2023 board meeting.

5. Any New Business

Mr. Melillo sent out March newsletter and had approximately 1,200 views.

Mr. Ramsey asked about communication to the Newtown Bee. If a teacher wants to highlight the classroom who do they go to? Mr. Melillo said the principal would be the one to get permission from.

6. Public Participation - Julia Anderson- grad student at Sacred Heart came to join a meeting for her policy class. How often does sub committee meet? What is the sole purpose of the committee? Mr. Melillo did take a moment to walk her through the subcommittee responsibilities and about our newsletter that highlights programs that we provide here in Newtown.

7. Motion to Adjourn - Mr. Cruson motion to adjourn, Mrs. Kuzma second. Motion passes unanimously, meeting adjourned at 1:20pm