

**Board of Education  
Communications Committee  
BOE Conference Room  
3 Primrose Street  
Newtown, Connecticut  
Wed, Jan 06, 2016 9:00 a.m.**

Minutes of meeting in the Board offices at 3 Primrose Street.

Present:     K. Alexander  
              J. Vouros  
              A. Clure

Item 1 – Call to Order

Mr. Alexander called the meeting to order at 9:02 a.m.

Item 2 – Public Participation - none

Item 3 – New Business

a. Discussion and Possible Action regarding Board of Education Budget Communications

Items to include in newsletters were discussed. Possible columns include Board Member contact information and introduction of new Board Members, information about Board Retreat, explanation of grant funded positions being taken on by the Board budget, Points of Pride throughout the District, Superintendent access, and budget highlights.

The team plans to create a newsletter each month with the first targeted for January 18<sup>th</sup>. Newsletters will be compiled from columns created by Committee Members gathering information from the District including updated pictures for newsletters.

Distribution of newsletters will follow model of previous years with dual posting on District website and Google Drive with announcements by email and twitter. Facebook posting was discussed but not recommended at this time.

Item 4 – Public Participation - none

Item 5 – Adjournment

MOTION: Mr. Clure moved to adjourn. Mr. Vouros seconded. Vote: 3 ayes  
The meeting adjourned at 10:10 a.m.

Respectfully submitted:

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Keith Alexander  
Chair