

**Please Note: These minutes are pending Committee approval.**

Board of Education  
Communications Sub-Committee  
February 24, 2020  
Shared Conference Room #1  
3 Primrose Street  
Newtown, CT 06470  
1:00 p.m.

Minutes of meeting in Shared Meeting Room #1 at 3 Primrose Street

Present:            D. Cruson  
                      D. Zukowski  
                      L. Rodrigue

1. Call to Order

*Mr. Cruson called the meeting to order at 1:03 PM*

2. Public Participation

*None*

3. New Business

- Discussion of the Communications Sub-Committee's description  
*Mr. Cruson gave an overview of what the committee has done in the past and what other districts that have a communications committee do.*

*Mrs. Zukowski gave thoughts from the CABE conference including the need for transparency and a single point of contact. She then asked what the purpose of the committee would be going forward*

*Dr. Rodrigue gave her thoughts on what we do currently and the importance of creating communications funneled through the Board of Ed's lens*

*Mrs. Zukowski suggested we could be highlighting board specific achievements, legislation we are following, etc. She also suggested we can reach out directly to the other boards in addition to our public communications.*

*Mrs. Zukowski suggested that we could be a point for cross board and cross community communication. She also said we need to distinguish between the communication committee's job to be cross community and cross board and the district's job to communicate with parents in our committee description so it is clear.*

- Discussion of first 2020 Board of Education Budget News

*Mrs. Zukowski suggested that the title should be Budget Highlights*

*Mr. Cruson mentioned that in the past we had a section about grants which were important to the final budget.*

*Dr. Rodrigue said she could provide a list of grants that are active for next year as well as ending after this year.*

*Mrs. Zukowski said she could take that list and create an article outlining the changes.*

*Mr. Cruson mentioned that we should keep the points of pride*

*Mrs. Zukowski suggested we build the newsletter based on the points of pride*

*Dr. Rodrigue said she would send a list of items that she feels are points of pride from this year's budget. The committee generated a partial list:*

*Spanish Language is now K-6*

*Technology Deployment is 1 to 1, 9<sup>th</sup> grade devoted chromebooks*

*SAIL extension*

*More science at the elementary schools*

*Guidance Counselor in each school*

- Discussion of meeting schedule for 2020

*Mrs. Zukowski suggested that we meet on the first Monday of the month at 1PM*

*Mr. Cruson agreed and said he would create the calendar and send it to Kathy June for posting.*

#### 4. Public Participation

*None*

#### 5. Adjournment

*MOTION: Mr. Cruson moved to adjourn. Mrs. Zukowski seconded. The meeting adjourned at 2:26 PM*

Respectfully submitted:

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Daniel Cruson Jr.  
Chair