

BOARD OF EDUCATION
Ellington, Connecticut

Communications Committee Meeting Minutes

The Communications Committee of the Ellington Board of Education met on Wednesday, February 20, 2019 in the School Administration Building.

Attendees:

Administrative Team Members: Dr. Scott Nicol, Mr. Brian Hendrickson, Dr. Kristy LaPorte

Board of Education Committee Members: Ms. Tracey Kiff-Judson, Ms. Marcia Kupferschmid, Mr. Gary Blanchette

Absent Committee Members: Ms. Kris Picard-Wambolt

Call to Order: The meeting was called to order at 5:06 PM by Ms. Kiff-Judson.

Agenda Items:

Board Governance: Prep for March 5th and 12th Workshops

- The committee discussed plans for the March 5th (5-7 PM) and 12th (5-7 PM) workshops.
- Ms. Kiff-Judson will send an email to Nick Caruso at CABE to confirm dates, times, and agendas, and ask if there is anything that board members need to prepare in advance.

Budget 2019-2020: Communication Strategies

- Ms. Kiff-Judson distributed a timeline for 2019-2020 budget communication tasks.
- Dr. Nicol will revise the fact sheet to align with facilities study and enrollment growth.
- Any budget communications need to be completed and distributed before April 14 (30 days before being sent to referendum).
- Board members will check with some local businesses on whether we can post "Vote Yes" signs on their property.

BOE Videos: Budget and Members' Biographies

- The committee discussed the status of board member videos on the website. There are still approximately four videos that have not been filmed.
- At the next full board meeting, Ms. Kiff-Judson will remind board members that they can set up a time to do a video, or they can submit a picture and bio paragraph (or both). BOE Bio sample from West Hartford.

Adjournment

- The next committee meeting will take place Tuesday, March 5, 2018 at 5:30 PM.
- **Motion:** Adjourn this meeting of the Communications Committee at 5:40 PM.
 - **1st:** Ms. Kupferschmid, **2nd:** Mr. Blanchette, **Vote:** Unanimous

Minutes submitted by: _____
Tracey Kiff-Judson, Communications Committee Chairperson