

BOARD OF EDUCATION

Ellington, Connecticut

Communications Committee Meeting Minutes

The Communications Committee of the Ellington Board of Education met on Tuesday, December 20, 2011 in the School Administration Building.

Attendees:

Administrative Team Members: Dr. Erin McGurk, Mr. Stephen Cullinan

Board of Education Committee Members: Ms. Tracey Kiff-Judson, Mr. Dan Keune, Ms. Kristen Picard-Wambolt, Mr. Stoughton

Absent Committee Members: Ms. Allison Wilkins, Mr. David Pearson

Musical Performance: Mr. Diamond and the High School Choral Ensemble performed a beautiful series of five holiday selections for the committee and other spectators who were able to attend. Thank you to the group for providing us with the lovely holiday performance.

Call to Order: The meeting was called to order at 1:20 PM by Ms. Kiff-Judson.

Agenda Items

- **Review Communications Activities for the Building Project**
 - The timeline to communicate regarding the project has been shorted for the Board of Education (BOE) and employees due to the legal opinion that stated that the meeting where the Board of Selectmen (BOS) set the date for the town meeting to set the referendum is the date when communication must stop. This BOS meeting will likely take place in early January, possibly January 9, so any brochure mailing relating to the project must take place prior to this meeting date.
 - There will be a meeting this Thursday at 9:00 AM with Moser Pilon to discuss the status of the brochure. Mailing costs may fall to the BOE.
 - Planning and Zoning approved moving forward with the project at a meeting last night.
 - Mr. Pearson indicated that there may be a delay in the billing for the bulk mailing.
 - There has been a legal opinion provided on conducting the referendum, and the bond commission has become heavily involved. The senior center and school building project will be required to be separate questions on the referendum.
 - The Political Action Committee (PAC) under Walt Willett has been sending email updates, but is also waiting for the referendum date to be set.
 - Drafting Letters to the Editor can begin being drafted now.
- **Discussion of Communications Activities for Annual Budget**
 - Ms. Kiff-Judson discussed the upcoming tasks on the budget timeline.
 - Mr. Cullinan reported that there are potential concerns with the upcoming budget cycle due to insurance claims experience and the reduction in federal education funding.
 - Mr. Keune suggested that we are going to need much budget support from parents to get the coming year's budget passed.
- **Old Business**
 - None.
- **New Business**
 - None.

Next Meeting and Adjournment

- The next committee meeting will take place at 1:00 PM on Tuesday, January 3. Regular committee meetings are generally scheduled on the first and third Tuesdays of each month at 1:00 PM.
- A motion was made by Mr. Stoughton to adjourn. Ms. Picard-Wambolt seconded the motion. The motion passed, and the meeting adjourned at 2:05 PM.

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