

RECV'D: Office of the Town Clerk
February 1, 2010 at 9:36am

Communications Committee

Meeting Minutes

January 25, 2010

Members in attendance: Nancy Boyle, Merrill Adams, Mary Jane Parsons, Susan Viccaro and Tom Hennick.

Meeting called to order at 5:20p.m.

Liaison updates for PTO/PTA meetings.

Tom Hennick - BKPTA: Tom received a thank you note from the President of the BKPTA, they like the new liaison idea.

Mary Jane Parsons - JLPTA: Using email communication works well for them.

Merrill Adams - Memorial School PTO: Merrill will email the President to begin communications.

Nancy Boyle - High school and Strong School Parent organizations: Attended the High school parent' forum about gender in our schools, Karen Meiman and Dr. Wysowski presented. Attended the Strong PTO and introduced concept and purpose of liaison role.

We discussed the notification of the upcoming BOE meeting on the 27th of January to the public and the staff to come and speak at the open forum about the upcoming budget. Susan has emailed the entire staff and the Principals have emailed the parents.

Susan informed us that some residents have contacted central office regarding budget issues and their concerns have been addressed.

Nancy shared that she has heard of some concerns regarding the master schedule/calendar and conflicting dates. Susan advised us that she has been made aware of the conflict and has rectified the problem. The master calendar will include athletics in the future.

Susan shared that in an effort to communicate to our High School students about college choices, Guidance will be displaying more college information on bulletin boards. In addition, two of the H.S. Guidance counselors will be promoting Cuginchaug H.S. and the students to the colleges in the Lehigh Valley region in February in a cost effective manner.

We discussed the implementation of having Rosemary from central office send the meeting minutes of each committee to the other board members who are not on that committee via email as an effective and cost saving tool to communicate. The purpose is to keep board members informed of upcoming meeting schedules and current issues. Mary Jane requested that sub-committee meeting schedules be emailed to the other board members.

Susan updated us on the new school emergency notification process that will be implemented in the near future. She explained that we would be starting with the staff notification first.

We discussed the possibility of another article in the Town Times explaining the budget process and the upcoming meetings to discuss the budget. In addition, we discussed posting the budget process and dates on the website.

Meeting adjourned at 6:15p.m.

Respectfully submitted,
Nancy Boyle
Communications Chair