

Tentative minutes of the Community Outreach Subcommittee held on Thursday, March 1, 2012, in Board of Education Conf. Room E.

Attendance: None.

Administrative Attendance: K. Smith, T. Yonsky

K. Lacey, Chairman, called the meeting to order at 6:00PM.

Board Members Present:

Present Board Members:

Mr. Larry Craybas

Mr. William Duff

Mrs. Kristen Lacey

Mrs. Robin Renner

1. Feedback on action items from previous Community Outreach meeting.

- a. Will spoke with Wendy in the First Selectman's office and confirmed that the town has a small email list, but not a large town list.
- b. Most groups within the town have their own list – library, schools, park and rec
- c. We discussed following up with the town for upcoming plans to further grow the email list. Perhaps there is a way for all town groups to partner to create a preference center where those requesting emails from different town groups could sign up to have their name added to other town communications. Will and Kristen to follow up with First Selectman's office.

2. General School Communication Plan

- a. Time did not allow for this conversation, it was tabled until the next meeting.

3. Budget Communication Plan

- a. Create a communication timeline for BOE with rules for parent communication to be reviewed by legal counsel
- b. Provide parents a calendar of upcoming key budget related dates
- c. Discussed comprehensive communication plan including: print piece that goes to entire town, principals and superintendent emails, TV appearances, social media, face to face events with parents and townspeople for budget education

4. Audience Participation

None.

Meeting adjourned at 7:00 p.m.

K. Lacey, Recorder

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