

# DRAFT

**BOE Communications Sub-Committee Minutes  
Regular Meeting  
February 14, 2019  
Stonington High School Library Media Center  
5:30 p.m.**

The meeting of the Stonington Board of Education's Communications Sub -Committee was called to order at 5:34 p.m., Thursday, February 14, 2019, in the Library Media Center at Stonington High School.

**Attendees Present:** Craig Esposito, Chair; Alexa Garvey, Ana de Oliveira, Dr. Van Riley, Superintendent, and Jason Jones. Guest: Chris Williston. Absent: Farouk Rajab, Candace Anderson

**Approval of Minutes – January 10, 2019** – Motion was made by Alexa Garvey and seconded by Jason Jones to approve the minutes from the January 10, 2019 meeting.  
Motion passed

**Discussion – Best Practices Regarding Communications of Recognitions** - Dr. Riley shared three special recognitions: Duffy Grace, PE/Health Teacher at Mystic Middle School was named the 2019 Middle School Unified Sports Coach of the Year in the State of Connecticut by the CAS-CIAC. Alicia Sweet-Dawe, West Vine/West Broad Street Schools Principal has been named as one of two finalists by the Connecticut Association of Schools for the 2019 Elementary School Principal of the Year Award and Mary Anne Butler, Assistant Superintendent, has been selected for the 2019 Fulbright Leaders for Global Schools Program along with nine other administrators from across the United States. She will depart for Finland on March 6<sup>th</sup> to begin a ten day intensive program including briefings on Finland's renowned education system, school visits and networking events and compare what we do here in the United States.

The committee discussed adding a section on the front district page for monthly recognitions, a press release, recognizing the retirees with a special reception in May and adding a note from the Board Chair to staff's personnel file recognizing their accomplishment. Dr. Riley will review with the LT team the correct format for a press release.

**School Bios** – Ana de Oliveira shared a draft copy of the District's bio and a sample of West Vine Street Schools bio for the "About" section of the website. The Committee agreed that more detail is needed to both samples. A revised version will be done and shared with the committee before adding to the website. The bios will all be in the same format throughout the website.

**Other** – Jason Jones reviewed ADA compliance for the website. Reported that the high school is now Finals site web based like the rest of the district website pages. Craig Esposito asked if all schools are ADA compliant. Mr. Jones reported that West Broad Street School is not. Mr. Jones will give his final technology report at the March Board meeting.

**Items for Future Meeting** – 1. Discuss one source of communicating with parents, such as Snapchat or Instagram. Method of connecting all social media accounts. Set up Board secretary to be able to communicate using social media. 2. Discussion regarding bus GPS communication.

**Adjourn** - Motion made by Jason Jones and seconded by Alexa Garvey to adjourn at 5:50p.m. All were in favor and motion passed.

**Next Meeting** – March 14, 2019

Respectfully Submitted – Ana de Oliveira

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