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Family Communications Committee Meeting Minutes
November 13, 2019 at 5 p.m.

Attendees: Stefanie Adams, Katie Barsaleau, Dawn Brinson, Caress Clegg, Bernice Johnson, Beth Johnston, Alison Linkner, Michael Maguire, Dr. Somya Navejar, Jeannette Nichols, Tiffany Salter, Kate Tayloe

5:00 p.m. - Meeting called to order

5:05 p.m. - Reviewed notes and reflections from the 10/23 Roundtable Discussion, "New to NHCS".

- Suggestions for event format included: add "families welcome" to invitation, coloring books and items to entertain children, recruit high school students in need of volunteer hours to staff future Roundtable events
- Suggestions made by Roundtable families: principals reach out to new families individually, host an orientation specifically for new families, new family focus training for receptionists and data managers, accountability checks for school websites
- Committee Project Ideas: Creation of a "Best Practices for Power School" Guide, "Technology Drive" partnership with local business, "New to NHCS" button with direct link to resources on website homepage
- December Roundtable: "ELL Families" 12/12 (pending availability of Family Liaisons) ACTION ITEM: Please send suggested Roundtable questions to S. Adams by 11/24.

5:45 p.m. - In response to September's FCC discussion, the Technology and Communications departments created an NHCS website overview video; the FCC previewed and provided feedback. Overall response was extremely positive; a few suggestions were made. Ms. Nichols suggested publicly previewing it at the January Board Meeting.

6:07 p.m. - Committee members discussed ideas for the December Roundtable Discussion. Ms. Adams suggested a focus on Emergency communication in light of recent events across the District; after further reflection, it was decided that the topic may be too complex for a Roundtable event. The group decided on an English Language Learners Roundtable Discussion for December; the date tentatively is set for 12/12 pending availability of Family Liaisons.

6:32 p.m. - Meeting adjourned.