

**Suffield Board of Education
Community Engagement & Public Relations Subcommittee
Meeting Minutes
February 24, 2020 at 5:30 p.m.
Central Office Conference Room**

Present: Susan Mercik Davis, Melissa Finnigan, Debra Dudack, Brian Fry and Superintendent Timothy Van Tassel

Absent: Michael Sepko

I. Call to Order

The meeting was called to order at 5:37 p.m.

II. Establish Future Meeting Dates

Monday, March 2 at 5:30pm and Friday, April 24 at 9am will be the next committee meetings. It is anticipated quarterly meetings will be held going forward and additional meetings, if necessary, to address special issues.

III. Discussion of Subcommittee Vision

The vision of this committee is to communicate with the community to identify who we are and what we do as a board. Provide quarterly communication via email, BOE website, new district app and social media through the district's Facebook page. Content to possibly include, but not limited to, budget detail, "schools in the spotlight," "featured board member," report on board workshops, "state of the state," and "a year in review."

IV. Discussion of Budget Flyer for 2020-21 Budget

Committee members reviewed and modified the draft budget flyer. The Board Chair and Superintendent will write a budget narrative to headline the flyer for the committee to review at its next meeting. At its upcoming meetings, the committee will review and possibly finalize the budget flyer, review the Memorandum of Understanding (MOU) between Suffield Public Schools and the Suffield Police Department, and discuss a "Year in Review" communication.

V. Adjournment

The meeting adjourned at 7:07 p.m.