

**Regional School District 17
Board of Education
Communications Subcommittee Special Meeting Minutes
February 28, 2019**

A special meeting of the Communications Subcommittee of the Regional School District 17 Board of Education was held on February 28, 2019 at 6:00 p.m. in the Central Office Board Room.

Subcommittee Members Present: Gerry Matthews (Chair), Kathy Zandi and Brenda Buzzi

Subcommittee Members Absent: None.

Guests: None.

Call to Order: The meeting was called to order at 6:00 p.m. by Gerry Matthews.

Discussion:

Approved Minutes of January 31, 2019 Meeting **Zandi/Buzzi**

Review/Edit News Items submitted. Decide on Final Review Process.

- Flyer and or articles for the Kryer; Haddam Bulletin; Haddam-Killingworth NOW;
- Gerry will create an example- not a long article, maybe bullets highlighting information.
- Have a directive from committee Chairs.
- Facebook?? (Check with John Mercier)
- Approval needed by Joanne Nesti??

Discuss Informational Programs to be offered to Public e.g.: Vaping Awareness (with Y&FS). What is the BOE Strategic Planning Workshop? Future of HES Facility. Security, Special Needs, Project Management, Potential for Computers & Applications in K to 12 Education.

- Perhaps hold Public Information Sessions on “hot topics”?
- Work on List of Communications Goals
- Bi-laws
- Membership Handbook needs updating

Adjournment: The meeting was adjourned at 6:45 p.m.

Submitted By: *Brenda Buzzi and Gerry Matthews*