

**REGIONAL SCHOOL DISTRICT 17  
BOARD OF EDUCATION  
COMMUNICATIONS SUB-COMMITTEE MEETING**

A meeting of the Communications Subcommittee of Regional School District 17 Board of Education was held on July 20, 2021 at 6:02 p.m. via Google Hangouts Meet Video Conference (Live Stream.)

**Members Present:** Kathy, Zandi, Shawna Goldfarb and Jen Favalora (Chair)

**Subcommittee Members Absent:** None

**Guests:** None.

**Call to Order/Opening of Meeting:** The meeting was called to order at 6:02 p.m. by Jen Favalora.

**Agenda Item #2 - Approval of Minutes:** Minutes of the May 18, 2021 meeting were approved unanimously.

**Agenda Item #3 - Review of Communications:** The Committee discussed the methods of communications being used and possible improvements. The group discussed adding a way to sign up for District School Messenger emails onto the RSD17 Website.

**Agenda Item #4 - Outline of Communications for the Next School Year:** The Committee outlined important topics to be in this coming school year, including the Facilities Assessment, Vision of the Graduate and Strategic Planning. Additionally, a “State of the Union” from the Board Chair was suggested for the opening of the school year. Lastly, discussion took place on encouraging the next Superintendent to produce a newsletter highlighting the District Activities, Student Achievements and Staff Excellence.

**Agenda Item #5 - Board Update:** The Committee discussed requesting Board assistance in reviewing communications both externally and internally to identify suggestions for improvements.

**Adjournment:** The meeting was adjourned at 6:24 p.m.

**Submitted by:** Jennifer Favalora