

**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 October 19, 2021 at 6:00 p.m. at Haddam-Killingworth Intermediate/Middle School

Members Present: Kathy Zandi and Jen Favalora (Chair)

Subcommittee Members Absent: Shawna Goldfarb

Guests: Board Chair, Suzanne Sack, Superintendent of Schools, Jeffrey Wihbey

Call to Order/Opening of Meeting: The meeting was called to order at 6:00 p.m. by Jen Favalora.

Agenda Item #2 - Approval of Minutes: Minutes of the August 19, 2021 meeting were approved unanimously.

Agenda Item #3 - Community Email: John Mercier has found a way for Community members to receive emails from the District should they choose to do so. In a partnership with the Towns of Haddam and Killingworth, RSD17 will now be able to send Board updates through the Everbridge system. Board updates will be limited to Board summaries with occasional surveys and articles. The committee will bring this to the Board for review.

Agenda Item #4 - Sub-Committee Format: The Committee reviewed the new format for attending Sub-Committee meetings in person

Agenda Item #5 - Board Organization: The Committee discussed the charge to review the Board Calendar and Subcommittee Calendar and identified six objectives and plans to present a 2022 BoE calendar to the Board at the first meeting in December. The Committee will bring these objectives to the Board for review.

Agenda Item #6 - Communications Subcommittee Calendar 2022: The Committee briefly discussed the frequency of Subcommittee meetings in 2022.

Adjournment: The meeting was adjourned at 6:47 p.m.

Submitted by: Jennifer Favalora