

AGENDA



**Addison Central School District
Communications and Engagement Committee
Committee Meeting
Thursday, December 15, 2022, 9:00 am - 10:00 am
208 Charles Avenue, Middlebury VT & Virtual Connection**

Please click the link below to join the webinar:

Link to join Webinar

<https://us06web.zoom.us/j/88646021482>

- A. Call to Order Upon Reaching a Quorum
- B. Introductions: Board Members, Administrators and Staff
- C. Approve the Agenda
- D. Public Comment
- E. Recommendation to Approve Minutes of November 28, 2022
- F. Committee Discussion
 - 1. Board Voicemail Messages
 - 2. Feedback from Community Conversations on Strategic Plan
- G. Other Business
- H. Next Committee Meeting: Thursday, January 12, 2023 9:00 - 10:00 a.m.
- I. Adjournment

***Public Comment Guidelines:**

Public comments are encouraged and welcome at each regular board meeting during the period designated for public comment. Comments are limited to three minutes per person. Citizens will be called to make their statement by the board chair. Public comments regarding personnel, students or legal matters will not be heard by the Board.

MINUTES



**Addison Central School District
Communications and Engagement Committee
Committee Meeting
Monday, November 28, 2022, 5:00 pm - 6:00 pm
208 Charles Avenue, Middlebury, VT & Virtual Connection**

In Attendance

Brian Bauer; Joanna Doria; Lindsey Hescocock; Mary Gill; Mary Heather Noble

Please click the link below to join the webinar: Link to join Webinar

<https://us06web.zoom.us/j/89203983398>

A. Call to Order Upon Reaching a Quorum

Meeting called to order at 5:07 p.m.

1. Introductions - Board Members, Administrators and Staff

Emily Blistein, ACSD Director of Communications and Engagement also present.

B. Public Comment

No public comment.

C. Approve the Agenda

Motion to approve the agenda.

Move: Mary Gill Second: Joanna Doria Status: Passed

D. Recommendation to Approve Minutes of November 17, 2022

Minutes passed with spelling correction.

Motion to approve the minutes of November 17, 2022.

Move: Joanna Doria Second: Mary Gill Status: Passed

E. Committee Discussion:

1. Board Voicemail Messages

Mary Heather Noble reported that there were no Board voice mail messages as of Monday, November 28, 2022.

2. Update: Community Engagement for Strategic Plan

Mary Heather Noble provided a summary of work completed since the last meeting. She and Emily Blistein secured a space for the Dec 6th community conversation on the strategic planning process and Board goals. The original time slot was for 6:30 p.m., but they were recently notified that the MUHS music department is hosting a concert at that time. Mary

Heather and Emily feel that pushing the community conversation up to 5:30 p.m. is a good opportunity to piggy-back off of that event and perhaps direct a few folks to the conversation before the concert.

Mary Gill expressed concern about families being willing to come at 5:30 p.m. -- there are lots of conflicting pressures. Mary Heather acknowledged this, but those will only increase the longer we wait with the holidays coming and winter sports and activities amping up. Plus, the virtual event will happen at 7 pm the following day, Dec 7th, so that is another opportunity for people to participate.

Emily shared a preliminary draft of a handout that she put together from content already available on the Strategic Planning page of the ACSD website. It includes bullet points detailing the timeline of the strategic planning process completed to date, the Board's goals, and ways for people to stay up-to-date as the planning proceeds. She emphasized the need to clearly communicate what questions the Board wants answered, how to apply to be on the strategic planning action team, and where to find updates in the future. Joanna suggested that keeping the appearance of any handouts and other materials consistent will be important. Mary Gill suggesting having a place marker in a timeline that indicate where we are in the strategic planning process. Joanna also emphasized the need to have clear directions for people to plug into the process and/or apply for the action team. She asked if the design of the action team is clear so the District knows the cross section it's hoping for. Emily answered that at a minimum, the leadership team is hoping to include 2 parents/caregivers (hopefully someone who represents minority interests and/or experience with special education needs), 3 students, 2 educators, and 1 building-based administrator along with Caitlin Steele, Nicole Carter, and Matt Corrente to bring in teaching and learning, student services, and financial management expertise in the planning process.

Brian Bauer brought up the challenges around getting people to participate, even as the committee works to provide access. He raised concerns about the strategic planning action team, suggesting that significant portions of the community are still being left out -- particularly taxpayers who don't have kids in the school system. Mary Heather underscored the intentional efforts to include stakeholders at the beginning of the planning process, and the importance of having ACSD's educators and administrators heavily involved in the translation of goals into actionable tasks because they are the ones with the most experience to do so. There was considerable discussion around the adequacy of the committee's efforts.

Mary Heather asked the group to focus on the to-do items to make the community conversations on Dec 6th and 7th happen. She and Emily will pull together content for an ad in the Addison Independent, as well as a post on Front Porch Forum. Emily will also plan to do an email blast to advertise the events. The ad content needs to be submitted to Christy Lynn with the Addy Indy by Tuesday to be included in this week's paper. Mary Heather will send a draft of the content to the committee before submitting. Handout materials will also be prepared and shared similarly.

3. Other Business

None.

F. Next Committee Meeting: Thursday 12/15/2022 9:00 -10:00 AM

G. Adjournment

Meeting adjourned at 6:12 p.m.

Motion to adjourn.

Move: Joanna Doria Second: Mary Heather Noble Status: Passed

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