

AGENDA



**Addison Central School District
Communications and Engagement Committee
Committee Meeting
Tuesday, October 12, 2021, 12:00 pm - 1:00 pm
208 Charles Avenue, Middlebury, VT and Virtual Connection**

You are invited to a Zoom webinar.

When: Oct 12, 2021 12:00 PM Eastern Time (US and Canada)

Topic: ACSD School Board Communications & Engagement Committee

Please click the link below to join the webinar:

<https://zoom.us/j/93489059859>

Or One tap mobile :

US: 13017158592,,93489059859# or 13126266799,,93489059859#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: 1 301 715 8592 or 1 312 626 6799 or 1 646 558 8656 or 1 253 215 8782 or 1 346 248 7799 or 1 669 900 9128

Webinar ID: 934 8905 9859

International numbers available: <https://zoom.us/u/avdpHABY1>

- A. Call to Order Upon Reaching a Quorum
- B. Approve the Agenda
- C. Approve the Minutes of September 23, 2021
- D. Committee Discussion:
 - 1. Regular Board Communication Planning
 - 2. Communications for Facilities Master Plan
- E. Other Business
- F. Next Committee Meeting Date and Time
- G. Adjournment

MINUTES



**Addison Central School District
Communications and Engagement Committee
Committee Meeting
Thursday, September 23, 2021, 12:00 pm - 1:00 pm
208 Charles Avenue, Middlebury, VT & Virtual Connection**

In Attendance

Amy McGlashan; Betty Kafumbe; Jennifer Nuceder; Lindsey Hescock; Mary Heather Noble

Please click the link below to join the webinar:

<https://zoom.us/j/93537636622>

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Webinar ID: 935 3763 6622

International numbers available: <https://zoom.us/u/abmaPWCwJZ>

A. Call to Order Upon Reaching a Quorum

Meeting called to order at 12:09 PM

Remote attendee: Emily Blistein

B. Approve the Agenda

Motion to approve

Move: Amy McGlashan Second: Betty Kafumbe Status: Passed

C. Public Comment

None

D. Approve the Minutes of August 24, 2021

Motion to approve

Move: Amy McGlashan Second: Betty Kafumbe Status: Passed

E. Committee Discussion:

1. Regular Board Communications - Next Steps

1. Board supports work as described during retreat. Any initiatives from this committee will be proposed to the full board.

a. To do:

i. Finish procedure document for responding to public comments -- waiting for Policy

Committee to review and present to board.

ii. Method, timing and mode of communicating about our work (e.g., Board News):

1. CONTENT:

a. Sharing out work (overall summary from chair & committee updates), opportunities for participation and input (upcoming meetings and events),

b. Reinforce and re-direct to existing content.

c. Encourage two-way communication in ways that are sustainable.

2. MODE:

a. Paper communication may need to be slightly different from electronic. Electronic should be edited for phone viewing.

b. Addison Independent -- paid ad, monthly or quarterly column, or press release (needs to be news). Mary Heather Noble will look into regular column.

c. Website & Social Media -- Front Porch Forum (ask board members to post updates in their town FPF); ACSD Facebook, Instagram, can post our meetings & links to updates.

Our own accounts are not encouraged.

d. Reach out to towns for town email lists. Jen Nuceder will follow-up.

e. Focus our addition distribution on people who are not connected to the schools, and have district and schools push out our communications through existing methods.

f. Consideration for producing content in languages other than English.

3. FREQUENCY:

a. How often can we produce and edit content? Monthly? Quarterly?

b. Leaning toward monthly to at least provide upcoming meeting dates, etc.

c. Also consider how content is developed out of board meetings so we do not violate rules by forming a quorum.

2. Communication Needs for Facilities Master Plan

On hold until Facilities Committee updates full board on next steps.

F. Other Business

None

G. Next Committee Meeting Date and Time

Mary Heather Noble will propose some options in a doodle poll. Within 2-3 weeks.

H. Adjournment

Motion to adjourn at 1:15 p.m.

Respectfully submitted,
Jennifer Nuceder, recorder

Move: Jennifer Nueder Second: Lindsey Hescok Status: