

**Concord Carlisle Regional School Committee
COMMUNICATIONS WORKING GROUP MINUTES
March 21, 2025**

Committee Members Present

- Carrie Rankin
- Brian Waterson

Present from Administration

- Dr. Laurie Hunter

Absent

- Tracey Marano

Carrie Rankin called the meeting to order at 3:05pm.

Brian Waterson made a motion to approve the minutes from March 14. Carrie Rankin seconded the motion, and it passed unanimously.

The committee then recessed until 3:30pm.

Discussion Topics:

- Carrie Rankin and Dr. Hunter have been working this week to compile data.
 - Carrie walked through the current layout and the information to date as well as what is still needed.
 - Carrie wants to make sure we have the majority of content by next week to make sure we're ready to send it to a graphic designer.
 - Brian will work with Bob Conry on the finance data pieces.
- Carrie has done some initial outreach to graphic designers and expects to have an update next week.

The next meeting will be on Friday, March 28 at 2:00pm.

Carrie Rankin adjourned the meeting at 3:56pm.