

DRAFT-Not yet approved by Committee

**Riverside Unified School District
Communications and Public Relations**

**Communications Board Subcommittee Meeting
Thursday, Sept. 19 2013
1:00 PM**

CALL TO ORDER:

Mrs. Allavie called the meeting to order at 1:10 PM

PRESENT: Mrs. Kathy Allavie (Chair), Mrs. Patricia Lock-Dawson, Dr. Rick Miller,
Mr. John Schreck, Mrs. Jacquie Paul

1. Approval of Minutes from the 8-12-13 Communications Board Subcommittee

The committee approved the minutes of the 8-12-13 Communications Board Subcommittee meeting.

INFORMATION

1. Board Goals

The committee discussed ways to share the new Board Goals with schools and the public.

- Mr. Schreck reported that we have a sponsor who would be willing to fund bookmarks and vehicle wraps highlighting the Board Goals.
- Mrs. Allavie stated that she'd like to ensure that every school office had a copy of the goals on display.

Action: Staff was directed to provide copies of Board Goals to schools and to proceed with plans to share them with the community.

2. Board Meetings

The committee discussed changes at Board meetings and possible additional changes which could make meetings more efficient.

- Mrs. Allavie stated that she liked the new dais arrangements and moving public comments to the beginning of the meeting.
- The committee stated that they would like to change the time allowed for public input to 3 minutes per person in order to keep meetings

moving along efficiently. This would require a change to existing board policy.

- With regard to sound at the meetings, Mrs. Allavie stated she'd like to see this improved.
- Dr. Miller stated that the district would need to determine what technical support would be needed and how that could be sustained.
- Dr. Miller also said that a regular control room will be needed in order to bring the program to the next level; this includes the discussion of televising meetings live.
- Mrs. Lock-Dawson said she'd like to see a phased plan.

Action: Staff was directed to make policy changes to be voted on by the Board of Education at an upcoming meeting. Staff also was directed to bring back information on what will be needed to televise meetings in a phased plan format.

3. Naming Issues

- The committee reviewed a draft timeline of how nominations for naming of district facilities would be evaluated.
- Mrs. Allavie liked the format. Mrs. Lock-Dawson said she would like to see the outline in more of a flow-chart format.
- Mrs. Allavie said she is still working on the Honor Walk Guidelines draft.
- Mrs. Allavie said she is still trying to connect with the Littleworths for further discussion on upgrades to the Arthur Littleworth Theater at Poly High School.
- The committee reviewed new naming nominations.

Action: Mr. Schreck will design a flow-chart for the naming nominations decision making process. Mrs. Allavie will revise the Honor Walk Guidelines. Staff will provide a detailed analysis, including a phased plan outlining what is needed to provide televised board meetings.

4. District Information Sheets

The committee did not discuss this issue due to time constraints.

PUBLIC RELATIONS:

1. Unscheduled Communications

- There were no unscheduled communications

ADJOURNMENT: The meeting was adjourned at 3:25 PM.