

DRAFT – Not yet approved by Committee

**Riverside Unified School District
Communications Board Subcommittee Meeting
MINUTES
May 26, 2015
12:00 PM**

CALL TO ORDER:

Mrs. Lock-Dawson called the meeting to order at 12:09 PM

PRESENT: Mrs. Lock-Dawson (Chair), Mrs. Gayle Cloud, Ms. Susan Mills, Ms. Jacquie Paul, Mr. Antonio Garcia, Mr. Dale Moore, Guest: Ms. Honnie Schoniger and Ms. Robin Woods (Recorder), Mr. Garcia and Mr. Moore arrived @ 12:48pm.

1. Approval of Minutes from the 03-17-15 Communications Board Subcommittee

The committee approved the minutes of the 03-17-15 Communications Board Subcommittee meeting.

INFORMATION

1. Memorials, Naming of School Facilities, and Sponsorships – Board Policy 7310

Consideration of naming library for Ardie Bailor.

Action: Ms. Lock Dawson stated that she spoke with the Bailor family and they were honored to have the Pachappa Library named after Ms. Ardie Bailor. Committee agreed to take this to the full Board for approval.

2. Improving Communication with CAC

Ms. Carrie Antrim gave a brief update on how they are communicating with CAC. Carrie describe to the committee and members present the process in how they are conducting their community meetings and shared ideas on how they could increase attendance.

Action: - The committee discussed opportunities of restructuring the meeting so they would not lose parent participation.

3. Improving outreach / messaging for STEM diversity

Dale Moore, Principal of STEM talked about the current process that he is taking with regards to community outreach for STEM diversity. The committee discussed different options and there was concern that *all* students were being informed. Antonio Garcia provided handouts of the Riverside STEM Academy Outreach Efforts as well as data regarding the lottery and the STEM Academy High School.

Action: Continue to recruit at the beginning of the year

4. Employee Welcome Video

Susan Mills indicated that this year the Department of Personnel Leadership and Development will be doing a video for the New Employee Welcome Reception. The reception will be held on Aug. 17th at Central Middle School.

Action: Susan and Jacqui Paul will meet to discuss finalizing details for video.

5. Schedule 2015-2106 Meetings

The following dates were scheduled and approved for the 2015- 2016 school year: 08/25/15, 09/15/15, 10/13/15, No meeting in November, 12/08/15, 01/12/16, 02/16/16, 03/29/16, 04/26/16, and 05/17/16.

All meetings will be held at the District Office from 12:00noon – 2:00pm in Conference Room 1AB.

PUBLIC RELATIONS:

1. Unscheduled Communications

- There were no unscheduled communications.

SUGGESTIONS FOR FUTURE AGENDA ITEMS

1. Community Outreach and Response to Crisis, Community Complaints

ADJOURNMENT: The meeting was adjourned at 1:47 PM