

# COMMUNICATIONS AND COMMUNITY ENGAGEMENT MEETING

04/24/2023 [04:00 PM-05:00 PM]

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## 1. Call to Order

### Minutes

Mrs. Schmidt called the meeting to order at 4:00 p.m.

## 2. Roll Call

### Minutes

**Members in Attendance:** Michele Agee, Donna Cronin, Sarah Karpel, Maria Memmi, Ericka Schmidt, Kathy Sicher, and Stacy Winslow

**Citizen Advisors in Attendance:** Leah Gibble, and Andrea Mitchell

**Citizen Advisors Absent:** Julie Goolsby, and Julie Kiser

**Community and Staff in Attendance:** Mark Anderson (virtually), Lindsay Drew (virtually) and Phil Ayala (In-Person)

## 3. Approval of Summary Minutes

### Minutes

Following a motion by Mrs. Memmi and a second by Dr. Cronin, the Minutes were approved.

## 4. Presentation: Photography Internship

### Minutes

Kamryn Yingling, current Communications and Community Engagement Intern, shared a presentation of being an intern for Ms. Karpel.

## 5. Unfinished Business

### 5.a. Board Minutes and Recordings

#### Minutes

Ms. Karpel led the topic by sharing the following:

- the plan for now until there is a need for change is to keep one year of audio with closed captioning and three years of the board approved minutes (pdf version) on the website
- an accessibility statement will be added to the new website

## 5.b. Procedure of sharing student photos on district social media

### Minutes

Ms. Karpel led the topic by sharing the following:

- Do Not Photo policy/form already in place
- Do Not Photo refresh is received each Monday
- All Teachers have access to the Do Not Photo list
- Special occasions such as accolades - additional permissions requested/received from parent/student
- When Ms. Karpel is in classrooms -
  - Do Not Photo list referenced
  - the visit is announced to the class ahead of time
  - verbal permission requested prior to photographing
- Photos sent to Ms. Karpel (prior to posting)
  - Do Not Photo list referenced
  - permission requested from student/parent
  - redact images with name badges
  - food for thought – others post pictures as well

## 6. New Business

### 6.a. End of Year Updates

#### Minutes

Ms. Karpel led the topic by sharing the following:

- this is the last meeting during this school year, there is one last meeting at the end of June

## 7. District Updates

### Minutes

Ms. Karpel led the topic by sharing the following:

- there is a Newsletter scheduled for May 1st
  - based on the COCOA Principal - Opportunity -
  - highlight our Trojan Buddies Club
  - Mrs. DeCicco and Mrs. Garner - wrote an article on Positive Behavior Reinforcement (PBIS)

## 8. Public Comment

### Minutes

There was no public comment.

## 9. Adjournment

### Minutes

The meeting was adjourned at 4:53 p.m. with a motion by Mrs. Memmi and a second by Dr. Cronin