

Suffield Board of Education
Community Engagement & Public Relations Subcommittee Meeting
February 11, 2026
5:30 p.m.
Central Office Conference Room

Minutes

Present:

Debra Dudack, James Mol, Maureen Sattan, and Superintendent Matthew Dunbar

Absent:

Dustin Rose, Greg Sparzo

Subcommittee Chair James Mol called the meeting to order at 5:35pm. Subcommittee members discussed the following items:

- **Suffield Middle School Building Project:** The subcommittee discussed the joint meeting with the Permanent Building Commission on February 19th. After this, a series of communication pieces should be put out to the community, with the help of Colliers, to discuss the educational background of the project, different possible approaches, timelines, economics and community involvement.
- **Suffield Observer Communication and FY26 Content Calendar:** The subcommittee discussed a proposed article for the March edition of The Observer and plans to resume the monthly cadence of shorter, longer and multi-topic pieces for the newspaper.
- **Parent communication centralization/standardization:** Continuing a topic that was brought up in the general BOE meeting, the subcommittee discussed the challenges of the current district / school / teacher communications and how they could be addressed through technology but also standardization and clear processes. Steps are already being taken and will intensify during the summer break to address these.
- **Proposed Subcommittee Schedule for Remainder of FY26:** The subcommittee plans to meet every month for the remainder of the school year in order to stay on top of Budget and Middle School project communications. A break will be taken in June and July and meetings will resume in August on a monthly basis.

Adjournment: Subcommittee Chair Mol adjourned the meeting at 6:30pm.