COMMUNICATION TEAM MEETING

GOAL2: CLEAR, CONSISTENT, AND TRUSTWORTHY COMMUNICATION

Meeting Date: 5/19/26

Meeting Time: 12:00 p.m.

Location: UHS Conference Room

MEMBERS PRESENT: Scott Hartley, Kim Watson, Elizabeth Edinger, Peg Carpenter

COMMUNICATIONS PLAN

Members reviewed the draft Communications Plan and finalized revisions. Mr. Hartley will place this on the upcoming Board agenda for Board approval.

WEBSITES

Members discussed the website selections and unanimously agreed to propose to the Board, the purchase of the **Finalsite** software platform to manage our district website. Mr. Hartley will place this on the upcoming Board agenda for Board approval.

COMMUNICATIONS SYSTEM

Members discussed the district-wide communications options and unanimously agreed that the **ParentSquare** communication platform best fits our needs as a district. Kim and Peg will reach out to get answers to some final questions, and if the responses are favorable, we will propose the purchase of **ParentSquare** to the Board. Mr. Hartley will place this on the upcoming Board agenda for Board approval.

ENROLLMENT SOFTWARE

After some discussion, members agreed to hold off on recommending the purchase of new enrollment software.

NEXT STEPS: Upon approval of Finalsite and/or ParentSquare, the team will finalize contracts and then focus on implementation, training, and rollout.

NEXT MEETING: TBD based on approval of new site and software.