

Communications Committee Minutes

Monday, February 7, 2022, 1:00pm

BOE Conference Room

3 Primrose St., Newtown, CT 06470

Present: Don Ramsey (chair), Janet Kuzma (member), Dan Cruson (member), Dr. Lorrie Rodrigue (superintendent), Carmella Amodeo (staff), Dennis Colclough (staff).

CALL TO ORDER

The meeting was called to order at 1:01pm by Don Ramsey.

PUBLIC PARTICIPATION

None

NEW BUSINESS

1. Approve Minutes of January 12, 2022

Don Ramsey made a motion to approve the minutes, Dan Cruson Seconded motion, passed unanimously.

2. A conversation with Carmella Armodeo & Dennis Colclough

Discussion regarding the district website:

Ms. Amodeo stated that she has not received negative feedback since the site was launched. Dr Rodrigue said that she has not received negative feedback and also that she would like to be clear on discussion before making any decisions on changing again.

Mr. Ramsey asked how each individual webpage is handled? Who decides what is posted? Dr. Rodrigue said schools do have individual allowance but they are still trying to keep general consistency between the schools and district.

Ms. Kuzma asked a question about glitching within the policy section of the website. Ms. Amodeo said she will take a look.

Mr. Cruson asked about the appearance of mobile version noting that the double menu is confusing. He also commented how the central focus of the page is same size as side sections (such as navigation on one side). No delineation between the sections. Suggestions were made to maybe adjust the size or change colors of background. Committee looked at a few different pages on website to look at this. Committee members agreed it could use some adjustments. Ms. Amodeo will sit with Dennis & Joann and look at layout and see what options are for sizing and coloring.

3. March/April Newsletter Format & Content

Ms. Kuzma will be looking in to using the S'mores newsletter site for next communication. Free version will be used and will discuss with board if free version has limitations.

Committee discussed the upcoming newsletter and what topics would be covered in the next edition. Upcoming budget will be highlighted with 3 main drivers and a closer look related to one of the main topics.

4. Discussion regarding possible structured “BOE Community Forum” to facilitate two way conversation with board members and general public.

Dr Rodrigue does not think that it's necessary to have one at this moment. Ms. Kuzma mentioned that the superintendent search will provide the opportunity for community to speak. Committee agreed that this is not the best timing for a forum and will revisit idea at another time.

SUPERINTENDENT UPDATE

Dr Rodrigue said that the Health and Wellness Coordinator will be considered a part of the Administrative Team (aka the A-Team).

PUBLIC PARTICIPATION

None

ADJOURNMENT

Mr. Ramsey moved to adjourn the meeting at 2:12pm, seconded by Mr. Cruson. Motion passed unanimously.