

Board of Education
Communications Sub Committee
May 2, 2022
Conference Room Number 1
3 Primrose Street
Newtown, CT 06470
1:00 PM

Minutes of the meeting in the BOE/Administration Conference at 3 Primrose Street

Present: Don Ramsey, Chair
Dan Cruson
Janet Kuzma

1. Call to Order
Mr. Ramsey called the meeting to order at 1:05PM
2. Public Participation
There was no public participation.
3. Motion made to approve the minutes of March 14, 2022. Seconded by Dan Cruson.
Motion passed unanimously.
4. New Business
Dan, Janet and Don conducted a “debriefing of the District Highlights for March/April. In both content and readability, all members present agreed that the newsletter was well done and on the right track. A discussion ensued about upgrading the “SMORES” version. Dan outlined details of pros and cons for various updates and it was agreed upon to explore the proper method to upgrade to the next level where upon we would have the ability to print without artificial cut offs and be able to create an unlimited number of editions. Janet provided data having to do with numbers of readers, time read, and other helpful insights to allow us bench marks for improvement and a wider interest in the District Highlights efforts.
5. New Business
Dan, Janet, and Don brainstormed ideas for future District Highlights content including such themes as summer athletics and other activities for an August/September issue and a possible theme about Plant and Facilities that may include such things as maintenance highlights and facility oriented projects later in the fall. We divvied up some responsibilities for ourselves and decided that Don would reach out to Matt Memoli, Athletic Director for advisement on highlights and/or “closure looks”.

6. Public Participation

There was no public participation

7. Motion was made to adjourn the meeting. Seconded by Janet Kuzma. Motion passed unanimously.

Respectfully submitted,

Donald H. Ramsey, Chair