

Board of Education
Communications Sub Committee
August 1, 2022
BOE Conference Room
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, BOE Member and Chair of Communications Subcommittee
Dan Cruson, BOE Member
Chris Melillo, Superintendent of Schools

1. Call to Order
Mr. Ramsey called the meeting to order at 1:00PM
2. Public Participation
There was no public participation.
3. Motion made to approve the minutes of June 6, 2022. Seconded by Dan Cruson. Motion passed unanimously.
4. Old Business
Don proposed a change in the order of themes to include highlighting summer facilities/custodial/maintenance activities for the August/September issue of the District Highlights. Dan expressed that we should stay the course and maintain the general theme of summer athletics and engage the theme of facilities/custodial/maintenance for our October edition wherein greater progress will be forthcoming on the Hawley HVAC project. We agreed to do that. Don also proposed including a "Closer Look" article on Alison Plante as our newly appointed BOE Member who recently filled the vacancy. It was also agreed upon to do that. Upon Don's inquiry, Chris validated the overall purpose of our Communications Sub Committee as a good way to "Build a Narrative to Highlight Others". Dan and Don agreed that we could maintain a goal of completing the August/September issue for BOE approval at the next general meeting on August 23, 2022. Dan agreed to write the "Closer Look Article" after interviewing Alison Plante. Chris agreed to firm up the SMORES account access to an upgrade that we agreed upon at the June 6, 2022 meeting. Chris also indicated that he would like to submit an introductory article consistent with our theme and also touch upon a more macro look at summer activities that he came in to after taking office on July 1, 2022.

Dan and Don again reviewed the themes for subsequent issues of the District Highlights for the upcoming school year.

5. New Business

Don mentioned a suggestion by Deb Zukowski that we consider submitting our District Highlights for the “CABE Bonnie B. Carney Awards of Excellence for Educational Communications Contest”. Dan indicated that this was done in the past as part of an overall submission with the “Board of Education’s Requested Operational Budget Plan”. Chris suggested that such a submission is usually best done through the BOE Chair. It was agreed upon to confer with Deb Z. when the time is appropriate. Don also agreed to contact Bob Gerber to obtain various photos of facility oriented projects such as the Hawley HVAC project.

6. Public Participation

There was no public participation

7. Motion was made to adjourn the meeting. Seconded by Dan Cruson. Motion passed unanimously at 1:30pm.

Respectfully submitted,

Donald H. Ramsey, Chair