

draft

**BOE Communications Committee Minutes
Special Meeting
September 19, 2017
Stonington High School Media Center
6:30 p.m.**

The meeting of the Stonington Board of Education's Communications Committee was called to order at 6:35p.m., Tuesday, September 19, 2017, in the Stonington High School Media Center.

Attendees Present: Alexa Garvey, Chair, Craig Esposito, Ana de Oliveira, Terry Stefanski
Late Arrival: 6:38p.m. Jason Jones
Absent - Van Riley, Superintendent

Approval of Minutes – May 11, 2017 – Motion was made by Craig Esposito and seconded by Terry Stefanski to approve the minutes from the May 11, 2017 meeting. All were in favor and motion carried.

Website Update

- Email addresses – Jason Jones reported that there is now a drop down on the top bar of the district webpage under “Faculty & Staff” that provides a staff directory with a list of all staff and their email addresses.
- Position for website monitor - The committee discussed adding a new stipend position in which that individual would be responsible at each building for maintaining the building website. Jason Jones shared a job description for the Committee's review. The Committee was all in agreement with the job description. The Committee also discussed funding for this position and will wait to have further discussion with Dr. Riley on funding.

Promoting Our Schools – The Committee talked about ways to market our schools such as free Stonington newspapers and email blasts. The committee will explore other options.

Other – Ana de Oliveira and Jason Jones communicated that an email link will be placed on the district webpage for individuals to communicate questions regarding the Middle School Consolidation idea.

Adjourn - Motion made by Craig Esposito and seconded by Terry Stefanski to adjourn at 6:57 p.m. All were in favor and motion carried.

Next meeting: October 12, 2017

Respectfully Submitted – Ana de Oliveira
