

# Communications Committee Meeting

Friday, November 3, 2023 9:00 AM

Remote Session

## I. Call to order

## II. Approval of October 2023 meeting minutes

## III. Board of Education Public Comment Process - continuing discussion for improvement.

- Boilerplate language to be read before each session
- Non-binding but encouraged delegation of what can be delegated in the moment
- Email signatures for all board members that manage public expectations for email communication
- A new section in public comment at each meeting where the BoE addresses any resolution or next steps from *previous* meetings' public comment sessions

## IV. Adjournment

## **Communications Committee Meeting**

Friday, October 13, 2023

Via Google Meet

### Present Committee Members:

David Felton (Chairperson), Sharon Ferraro

### Present Administration:

Dan Divito, Director of Technology and Digital Learning

#### **1. Call to order**

The meeting was called to order at 9:05 a.m.

#### **2. Approval of Minutes**

**Motion Passed:** Move that the Communications Committee approve the September 2023 meeting minutes. This motion was made by Sharon Ferraro and seconded by David Felton.

2 Yeas – 0 Nays

#### **3. Board of Education Public Comment Discussion**

Discussion:

The present committee members decided to table the discussion until the next meeting as an essential committee member was not present.

#### **4. Motion to add an agenda item**

**Motion Passed:** Move that the Communication Committee add to the agenda a discussion on Parent Square; motion was made by David Felton and seconded by Sharon Ferraro.

2 Yeas – 0 Nays

#### **5. Discussion on web product called Parent Square**

Discussion:

- Mr. DiVito gave some background information on Parent Square, a rapid notification software for communication to parents. He explained that this was an exploratory discussion and that he still needed to gather information on costs, etc.
- The committee discussed concerns such as parent subscription attrition due to a platform change as well as whether the platform would integrate with PowerSchool.
- Mr. DiVito agreed to gather more information from other local school districts currently using the platform as well as from the company on these areas of concern.

- Mr. DiVito confirmed that the District is not looking to make any changes to the rapid notification system this school year.

Meeting adjourned at 9:24 a.m.

Respectfully submitted,

June Curiano

DRAFT