

**MONTVILLE BOARD OF EDUCATION
MEETING OF THE COMMUNICATIONS COMMITTEE
SUPERINTENDENT'S LARGE CONFERENCE ROOM
March 7, 2017 at 5:00 p.m.**

Item 1. Call to order/Pledge of Allegiance.

Superintendent Levesque called the meeting to order at 5:00 p.m. and all stood for the pledge. Committee members present were, Collen Rix, Sandra Berardy, Carrie Baxter, and Assistant Superintendent Laurie Pallin, Steven Loiler was absent.

Item 2. Consideration and action to elect a committee chair.

Superintendent Levesque asked for nominations for Board Chair.

Motion: That the committee nominates Colleen Rix as chair of the Communications Committee.

Proposed by: Carrie Baxter
Seconded by: Sandra Berardy
Vote: 3-0; carried unanimously

Item 2. Consideration and action to approve the meeting dates for 2017.

Motion: That the committee approves the meeting dates for 2017.

Proposed by: Carrie Baxter
Seconded by: Sandra Berardy
Vote: 3-0; carried unanimously

The committee discussed possible future meeting dates.

Item 3. Discussion of goals for the committee, review and discuss sample plans.

Members of the committee held a lengthy discussion regarding their goals including ways to communicate to the public in a simple format. It was decided to make Communications a standing committee.

The committee reviewed sample communication policies, bylaws and communications plans from various districts.

Item 4. Adjournment

Motion: That the meeting is adjourned.

Proposed by: Sandra Berardy
Seconded by: Carrie Baxter
Vote: 3-0

The meeting adjourned at 5:47 p.m.
Respectfully Submitted by,

Colleen Rix, Committee Chair