

Newburyport School Committee Sub-Committee Meeting Agenda

Sub-Committee: Communications
Meeting Date: April 14, 2008
In Attendance: Stephanie Weaver, Dana Hooper, Nick deKanter, Kevin Lyons
Absent:

(1) Content for Online School-Specific Fact Sheets

- a) We talked about the data to compile for the fact sheets. Kevin is going to ask for the information, as well as the principals' messages. The goal is to have this compiled by the end of this week, early next week. A separate curriculum fact sheet is next on the list. Steph is working to get current photographs to use with these. Nick & Steph planning to mock up over vacation week.

(2) Communications Goals

- ▶ Discuss standards & procedures:
 - a) Key Communicators – We talked about how this has been used historically, and what it is lacking. E-mail services (like Constant Contact) could provide the SC a way of quarterly “newsletters/e-postcards” that link folks to District web site, school specific sites, etc.. The group agreed unanimously that sending something out to people that has a little more “wow” factor (as opposed to the plain text on the list serve) would be a great improvement. A quarterly plan would be realistic. Folks get a lot of email from the school listserves...we'd be more concerned w/quality as opposed to quantity.
- ▶ Discuss where we are in terms of achieving goals
 - a) We ran out of time, but at our next meeting we will review the Goals document & lay out what can be achieved prior to June 2008.

(4) Next Meeting Date

- ▶ Monday, May 12th at noon in Superintendent's Conference Room