

**BRANFORD BOARD OF EDUCATION**  
**Communication Committee Minutes**

DATE: September 12, 2018

LOCATION: Branford High School Lower Media Center  
Branford, CT

SUBJECT: Communication Committee

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**ATTENDANCE**

HERE	ATTENDEE	AFFILIATION
Y	Joanne Borrus, Committee Chair	Board of Education
Y	Michael Krause, CIC	Board of Education
N	Maria Ehrhardt	Board of Education
Y	Ellen Michaels	Board of Education
N	John O'Connor	Board of Education
Y	Dawn Perrotti	Board of Education
Y	John Prins	Board of Education
Y	Elizabeth Regan	Board of Education
Y	Shannen Sharkey	Board of Education
Y	Hamlet M. Hernandez, Superintendent	Central Office
Y	Rachel Sexton, Assistant Superintendent	Central Office

Others present:

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**BUSINESS ITEMS**

**ITEM DESCRIPTION**

**CALL**

**01** Meeting was called to order at 6:02 P.M. by Committee Chair, Joanne Borrus.

**02** **APPROVE MINUTES**

A. MOTION (Prins/Michaels) to approve the minutes from the August 8, 2018 Communication Committee Meeting.

APPROVED UNANIMOUSLY

**03** **DISCUSSION ITEMS**

**A. WIS Construction Project Update**

Superintendent Hernandez gave an update on the WIS project. He stated that we are in throes of making of making adjustments to the arrival and dismissal procedures. Currently arrival is going better than dismissal. We are working with the bus company and police department as dismissal is going slower than it should be going and this is having a cascading effect on elementary dismissal. Superintendent Hernandez stated that he anticipates that the routine will be better next week. He thanked parents and guardians for being responsive to request not to arrive at school during arrival/dismissal time, making these times safer for students. We are seeing an increase in bus ridership. The parent and bus loop are working as intended in theory, just not as effective as we had hoped. Superintendent Hernandez also thanked staff for staying beyond their hours and commended everyone for doing their part. He asked for continued patience as we hope to resolve these issues and if anyone has any concerns please contact administrator or call central office.

Superintendent Hernandez stated that he had a working group meeting where he learned that we will probably have structural steel erected by the holiday break. He continued to state that we have run into some hiccups, but they were addressed in a timely manner and essentially we are slightly ahead of schedule.

Continued...

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Superintendent Hernandez also stated that he will ask the "Team" to come in October to speak with the Board to provide an update and to answer any questions the members might have. Superintendent Hernandez stated that the "Team" will consist of Mike LoSasso, from Antinozzi and Associates; Chris Toussaint and Tom Romaniello, from Fusco and Scott Pellman, from Colliers, subcontractors will not be included.

Superintendent Hernandez continued to report that we have not received payment from the State yet. The State went to a new financial system and he is working with the Town to gain on-line access for this system. Submittal to the State should be happening shortly.

Superintendent Hernandez discussed the WIS Open Houses, stating that they were another challenge due to parking. Although parking for staff is plentiful, when you have events, the parking may be insufficient. Therefore we needed to have the Open Houses separately for each grade as the grass area parking is no longer available. Another event was 5<sup>th</sup> grade orientation, in which we received generally good feedback for having the buses pick up all incoming 5<sup>th</sup> grade students and bring them to the WIS. This was also a good practice and experience for the students and buses.

Superintendent Hernandez concluded his report by stated that structural changes to the reception area have been completed, the area is safer with better sight lines. There was a small glitch with tiles buckling in the nurses area, but this has been addressed and the area is complete now.

**B. Update on Communication Consultant**

Superintendent Hernandez gave an update on the District's communication consultation. He stated that the District engaged the help of consultants to help us communicate internally and externally. The consultants held a series of interviews and are in the process of finalizing their report. Superintendent Hernandez stated that he would like to invite the consultants to speak with the Board soon. Overall this is a good process, especially since we are getting ready to unleash a new website with apps, so the timing is good and we will be able to make real time adjustments and feedback. Having Rachel's perspective as the new Assistant Superintendent has also been helpful. Superintendent Hernandez concluded his report by saying that he is looking forward to the recommendations and implementing them as deemed appropriate.

**PUBLIC COMMENT**

There were no public comments made at tonight's meeting.

04

**ADJOURNMENT**

Committee Chair, Joanne Borrus., adjourned the meeting at 6:18 PM.

The next Communication Committee Meeting will be held on Wednesday, October 10, 2018,  
at 6:00 PM Meeting at Branford High School, Lower Media Center.

Respectfully submitted,  
*Elizabeth Regan*  
Secretary

Prepared by,  
*Kerry Eyrich*