



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

**DATE:** April 17, 2024

**LOCATION:**

**Walsh Intermediate School Cafeteria  
185 Damascus Road, Branford, CT**

**SUBJECT:** Communication Committee

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**DISCUSSION/ACTION ITEMS (Continued)**

**03 B. Communication Survey Results (Continued)**

we are in the District) and summary in memo (major themes), teachers and para's are highly regarded, the use of new programs (Parent Square and Leader in Me), strong communication/communication style, comments on WIS, improved communications in a specific campus/style/on a specific campus, work on opportunities to engage, what people are envisioning, focus groups, PTA's, the time frame of Board/Committee briefs (quarterly, etc.), getting the word out (up to "us"), being hungry for good news, putting the chain of command on the website, having transparency in communication (plans and expectations so people know where to go for particular components of information), levels of communication (BOE, District, School Level, Classroom Level) and giving an outlook email of what's to come in the next 30/60/90 days so parents have an idea of what's coming (fieldtrip, PTA meetings, play dates, etc.).

The following questions were asked and discussed; does one school have a problem more than an other, what the rating is (1 vs. 5), how do we help to rectify some of the issues in the survey, where are we doing well, where we can do better, feedback regarding next steps, is there a way to categorize sections, steps of resolution and what we could do better, what happened during a process (communications during and how things are handled), consistency in policies across the Board, in Parent Square who is communicated with, what we are trying to communicate and why, how BOE can interact with focus groups/PTA's, what are protocols in classrooms (consistency across the board),

**ADJOURN**

**04 MOTION (Barron/Troidle) to adjourn.  
APPROVED UNANIMOUSLY**

Ms. Troidle adjourned the meeting at 8:06 PM.

The next Communication Committee Meeting will be held May 8, 2024  
at 6:00 PM in the WIS Cafeteria.

Respectfully submitted,  
Meaghan DeLucia, Secretary

Prepared by,  
Kerry Eyrich