BRANFORD BOARD OF EDUCATION <u>Special</u> Communication Committee Minutes

| SUBJECT: | Communication Committee | |
|---------------|--|--------------------|
| | ATTENDANCE | |
| HERE | ATTENDEE | AFFILIATION |
| Y | Laura Troidle, Committee Chair | Board of Education |
| Y | Judith Barron | Board of Education |
| Y | Peter Berdon | Board of Education |
| Y | Meaghan DeLucia | Board of Education |
| Y | Adam Greenberg | Board of Education |
| Y | Ellen Michaels | Board of Education |
| Ν | Ram Shrestha | Board of Education |
| Ν | Marie McNamara | Board of Education |
| Y | Dr. Christopher Tranberg, Superintendent | Central Office |
| Ν | Allison Moran, Assistant Superintendent | Central Office |
| Others preser | it: | |

ITEM DESCRIPTION

DATE:

BUSINESS ITEMS

CALL

01 Meeting was called to order at 7:00 PM by Laura Troidle.

PUBLIC COMMENT

Gregg Jerolman, Branford resident, commented on the open AD position, its posting and hiring the candidate. Mr. Jerolman asked about the budget and how "we got to 4.7% request" and also spoke about other districts in our DRG's request.

02 A. Community Updates

DISCUSSION/ACTION ITEMS

Dr. Tranberg began by offering his condolences to the family of BHS student, Isabel Osler and stated that if anyone was interested in making a donation there has been a gofundme and venmo account started. In his update this evening Superintendent Tranberg discussed the following; the Governor's visit to Tisko School to discuss policies on solar, the participation of Tisko grade 4 students participated in the Governor's visit, social media presence, Zum's open house today, Annual Report templates, the BOE end of the year events calendar, this Friday's Athletic Director (AD) first round interviews, the plan to appoint the AD candidate at the May BOE meeting and the RTM presentation on May 6.

03 B. Communication Survey Results

Collectively Superintendent Tranberg, Laura Troidle, Committee and Board members spoke about; 236 responses (14% return), the overall satisfaction, the numbering of the questions (3 considered to be mediocre), from a District standpoint overall doing well with communications (weather related and the quality of the messages), what we are doing well and what needs to be improved, the District website (cumbersome), the opportunity for narrative responses (highly satisfied or highly dissatisfied), sharing more successes and accomplishments, the preferred method of communication, the number of surveys per families and preschool, the percentage breakdown of respondents, overall positive responses regarding the Superintendent's communication and Central Office staff, open ended responses (where

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April 17, 2024

LOCATION:

Walsh Intermediate School Cafeteria 185 Damascus Road, Branford, CT

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Walsh Intermediate School Cafeteria 185 Damascus Road, Branford, CT

SUBJECT: Communication Committee

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