

BRANFORD BOARD OF EDUCATION Communication Committee Minutes

DATE: January 17, 2024 **LOCATION:** Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT
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
N	Ram Shrestha	Board of Education
Y	Marie Watson	Board of Education
Y	Dr. Christopher Tranberg, Superintendent	Central Office
Y	Allison Moran, Assistant Superintendent	Central Office
Y	Don Neel, Chief Operating Officer	Central Office

Others present:

BUSINESS ITEMS

ITEM DESCRIPTION

CALL

- 01** Meeting was called to order at 6:03 PM by Laura Troidle.

PUBLIC COMMENT

There were no public comments made at this evening's meeting.

APPROVE MINUTES

- 02** MOTION (Greenberg/Barron) to approve the minutes from the December 21, 2023, Communication Committee Meeting.
APPROVED UNANIMOUSLY

DISCUSSION/ACTION ITEMS

03 **A. Community Updates**

In his update this evening Superintendent Tranberg discussed the following; the process for weather closings including working with John Bagioni (a local weather expert), public works, the police department and transportation, as well as other Superintendent, communication preferences (set through Infinite Campus (IC), COVID cases (refer to guideline on website to keep child at home), letter that went to Board of Finance on behalf of Rec. Department regarding WIS fields),

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DISCUSSION/ACTION ITEMS (Continued)

04 Discussion and development of BOE Pledge

This evening the Board along with Superintendent Tranberg discussed; the reason behind the pledge (to recenter and remind why we are here), Among the suggestions made: speak to what we are already doing as a Board (Mission State), a little less detail/possibly summarizing the mission statement. Superintendent Tranberg said that he could take some feedback and present a new draft next month.

05 Discussion and development of Board Communication Plan

Laura Troidle referred to two documents part one and part two of the communication plan from 2018 and some suggestions made at the time. Collectively the Board and Superintendent Tranberg discussed; website development and social media being a push from it, having a more strategic communication plan, the parent survey, communication (has been a concern), developing a survey to go out to District parents surrounding communications, the different issues that the 2018 evaluation cited, public relations vs. communication, what is the specific goal of the Board, condensing the questions on the draft survey, adding a question/distinction of Board, District and School level communication and how the survey is being sent out (digital). Superintendent Tranberg stated that he will make some edits and send out to Board.

ADJOURN

06 MOTION (Greenberg/Barron) to adjourn.
APPROVED UNANIMOUSLY

Ms. Troidle adjourned the meeting at 6:25 PM.

The next Communication Committee Meeting will be held February 21, 2024
at 6:00 PM in the WIS Cafeteria.

Respectfully submitted,
Meaghan DeLucia, Secretary

Prepared by,
Kerry Eyrich