

Communications Committee

Agenda

Weds., Feb. 13, 2019, 4:30 p.m.

Room 10A

I. Old Business - Communication Plan

A. Work on Goal 1, Strategy 1: Identify user group needs

1. Review "Family" Communication Needs Survey Results
 - a) Identify Family (Parent/Guardian) user needs from survey and how to address

2. Review preliminary questions for "New Families" Communication Needs Survey
 - a) Joell is creating survey questions -- any other team members needed to assist?
 - b) Develop timeline for survey development, implementation, and review

3. Identify next user group to be surveyed - teachers?

B. Work on Goal 1, Strategy 2: Improve MSA website

1. Do we need a budget for revamping MSA website?

2. Assign research on other school websites (or later?) (***Did not get to last meeting***)

3. Discuss Goal 1 Strategy 2 Tactic 2- website ADA compliance - do we need a subcommittee to work on this? (see Communications Implementation Plan) (***Did not get to last meeting***)

II. Next Meeting: NEED TO DISCUSS: Weds., Mar 6 or Mar. 20th., 2019, 4:30 pm, Room 10A