

Communications Committee

Agenda

Weds., Oct 7th, 2020 4:30pm - 5:30pm

Zoom link: <https://zoom.us/j/92905975979?pwd=Nzd1TS9vV2dEcExXeFBhN3I5ZGJpUT09>

Present (underlined): Tammy B., Maggie B., Shannon F., John G., Justin G., Carrie H., Jen H., Jessie H., Cheri H., Girish J., Heather K., Amelia L., Michael L., Joelle P., Amanda S., Teresa W.

Note: At the board meeting it was determined that this committee will remain a board committee as we have provided communication solutions that have benefitted MSA including the teacher/parent weekly update which has proven to be invaluable during DL. The communication board is not responsible for making the updates needed as those are assigned by administrative staff therefore once we review the effectiveness of the communication and provide our findings to the admin on the communication committee, it is up to administration to follow through to ensure it is completed.

- I. 2020-21 Committee Purpose Statement
See Attached
https://docs.google.com/document/d/1mTP8UMP-ugSW_-QX0KHziFsWDyYYkgGHpMK_PLmSTwE/edit
- II. 2020-21 Committee Goals*
See Attached
https://docs.google.com/document/d/1mTP8UMP-ugSW_-QX0KHziFsWDyYYkgGHpMK_PLmSTwE/edit
- III. Create Electronic Press Release Guidelines using previous press release guidelines as guide discussion
<https://docs.google.com/document/d/1MnsLWVXcMMB7aQApSZXJz317Cxcw-QApU19Zocuoyk8/edit?usp=sharing>
- IV. Parent Directory
- V. Updates from Task Forces

*use last years report for reference while creating goals

https://docs.google.com/document/d/1lc9PxWJlfDSXyASeoUMHG_LKT5DCVHm3L4WtvUJIPe4/edit

Next meeting: Wednesday, Nov. 11th 4:30pm