



Seymour Board of Education

COMMUNICATIONS COMMITTEE AGENDA

February 26, 2019

Central Office

5:00 pm

I. CALL TO ORDER

A. Pledge of Allegiance

II. PUBLIC COMMENT

III. DISCUSSION

A. Discuss the mission of the Communications Committee:

- Examine all methods and modes of district communication including tools, frequency, timeliness, content, ownership and effectiveness.
- In conjunction with all stakeholders develop a district wide communications plan to be submitted to the Board for approval, including the recommendation of policies, processes and professional development to ensure effective communication.
- Surveying of staff (all bargaining units), students, athletes, parents and the public's perceptions regarding communications and areas for improvement should be included.
- Progress reports will be due to the board monthly with the goal of a 2019-2020 communications plan launch.
- Findings where improvements can be made immediately will be shared and subsequently implemented as they are identified.

B. Discuss priorities and specific tasks to accomplish the mission of the Communications Committee. Sample plans and the Communications section of the proposed Strategic Plan are listed here to help inform the discussion:

Strategic Plan:

https://docs.google.com/document/d/1oUr-BNCCmM3A1-k7qCHRdF5bt4OT0aiubhCZ0tTN9EA/edit?usp=sharing_eil&ts=5c58b331

Sample Plans:

https://www.brookfield.k12.ct.us/sites/brookfieldps/files/uploads/081617_final_brookfield_public_schools_communications_plan.pdf

http://www.cantonschools.org/filestorage/184/795/797/3262/Canton_Public_Schools_Communication_Plan_2016-2019.pdf

[http://www.ledyard.net/UserFiles/Servers/Server_111100/Image/Rev.%20Communication%20PlanMarch%202016%20\(2\).pdf](http://www.ledyard.net/UserFiles/Servers/Server_111100/Image/Rev.%20Communication%20PlanMarch%202016%20(2).pdf)

https://www.somers.k12.ct.us/UserFiles/Servers/Server_61294/File/District%20Info/CommunicationsPlan/Communications%20Plan.pdf

C. Reports

1. Chairman's Report
2. BOE member comments
3. Administrator comments

IV. PUBLIC COMMENT

V. ADJOURNMENT