

**NASHOBA REGIONAL SCHOOL DISTRICT
Communication Advisory Meeting**

Emerson School
50 Mechanic Street, Bolton, Ma
School Committee Conference Room
Second Floor

September 14, 2018

SCHOOL COMMITTEE IN ATTENDANCE : Alise Crossland, Lorraine Romasco, Elaine Sanfilippo

ABSENT: None

ADMINISTRATION IN ATTENDANCE: Assistant Superintendent, Todd Maguire (10:15 - 10:27)

CALL TO ORDER

Ms. Crossland called the meeting to order at 9:31

OLD BUSINESS

none

NEW BUSINESS

Began mapping out strategy for School Committee communication plan. Ms. Romasco reminded that we need to be cognizant of the role of the School Committee vs. the Administration. Group discussed the need to clarify the process for contacting the School Committee, and what citizens can expect once they make that contact.

During discussion of possible updates or clarification of the School Committee portion of the District website, Assistant Superintendent Maguire joined to explain technical process and timeline for updating the website. Group acknowledged a desire to move from a 'static' tab to a 'responsive' tab, with Ms. Sanfilippo asking about push notifications or other ways to send information out to residents. Group tasked with reviewing other districts' websites and creating a 'wishlist' of sorts, to be discussed at the next Advisory meeting.

REVIEW/APPROVE MINUTES

Ms. Romasco moved to approve the minutes of the July 27, 2018 meeting. Seconded by Ms. Crossland. IN FAVOR: Ms. Romasco, Ms. Crossland. Abstained: Ms. Sanfilippo (absent from 7/27 meeting) **VOTE AND PASSED (2-0-1)**

ITEMS TO CONSIDER FOR NEXT AGENDA

Discuss and compile recommendations for School Committee portion of website

ADJOURN

MOTION: Ms. Romasco moved to adjourn the Communication Advisory meeting at 10:38am. Seconded by Ms. Sanfilippo. IN FAVOR: Ms. Romasco, Ms. Crossland, Ms. Sanfilippo **VOTE AND PASSED (3-0-0)**.

Next meeting to be held 10/5/18 at 9:30am. Location: School Committee conference room, Emerson Building.