

## Communications Subcommittee Meeting

October 26, 2009

Superintendent's Conference Room

4:00 p.m.

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Members Present: Teri Hunter (Spokesperson), Greg Goyert, Marianne Malone  
Superintendent Dena Dardzinski, Technology Director, Jennifer Park  
Community Member-Greg Kish

- I. Meeting Called to Order at 4:02p.m.
- II. Approval of Amended Agenda to include Public Participation and to move all items of business pertaining to Technology Director Park to the top of the agenda.
- III. Old Business
  - Policy Review-  
Committee reviewed the recommendations from Director Park and Supt. Dardzinski. All Committee members had a chance to give their opinions. The recommendations Policy 7540.05 Electronic Mail (under Property) were noted and agreed to by committee consensus. Supt. Dardzinski will forward selections on to the Policy Subcommittee for their review.
  - Public Participation Comment-  
Greg Kish spoke to his opinion on the worth and affordability of storage capacity when it came to electronic mail retention.
  - BOE Telecast Equipment -  
Jennifer Park gave us an update and timeline for implementation. Purchase order approved. 3-4 weeks, expecting arrival end of November or beginning of December 2009.
  - Communication Audit-  
Jennifer Park shared with us the latest on Website FAQ/ Board of Education site hits & the Superintendent Search Online Survey Update. Information was compiled and reviewed by the committee. This information will be forwarded on to the other members of the BOE. The Communications Committee will discuss with the full board at the meeting Tuesday, 10-27-09 whether or not they would like to post the results on the district website.
  - Question was raised by Greg Goyert if there was a procedure for updating photographs on the district website. Superintendent Dardzinski reported there was not. It is something she will pursue with the Marketing Committee and develop a procedure for the Administrative Guidelines. We will be updated accordingly.
- IV. New Business-  
Presentation from Community Group on GI Athletic Logo  
Community member Greg Kish presented the proposed GI Athletic Logo and Standards Handbook to the Committee. Upon review and discussion of the process it was determined that the group had done their due diligence and was ready to present their proposal to the full board. Proposed that the presentation should take place at the December 8 Work Session. Committee Spokesperson Hunter will discuss with Board President Murphy-as will Supt. Dardzinski to reconfirm. It was suggested to Greg Kish that a cover letter be included with additional background information for the proposal to the full board on 12-08-09. Superintendent Dardzinski is the contact person for this Community Group.
- V. 2010 Election-  
Superintendent Dardzinski gave us an update on conversations with potential and past members of the election leadership team. She will be meeting on Friday, 10-30-09, with the previous leadership team.

VI. Legislative Update-  
Superintendent Dardzinski reported that we have a list of 40 (and growing) Key Communicators for our LAN Network.

VII. Communication Calendar Review-  
Committee reviewed the November/December Items and discussed archiving podcasts on the website. Potential topics for podcasts were discussed.

VIII. Timely Communication Issues-

- H1N1
- School Aid Budget
- Articles – Newspapers/Websites

IX. Other-  
Greg Goyert discussed the 10<sup>th</sup> Edition of the MASB Open Meetings Act Guide. Three specific areas were highlighted for committee discussion. It was agreed that copies will be ordered for all BOE members and committee would like to discuss at our next work session on November 10, 2009.

The Committee also discussed the need to allocate time on the work session agenda for brainstorming and problem solving discussions. Especially in light of the current financial crisis facing the district and state with funding. The term “Crazy Talk” was suggested. Will discuss with Board President and ask for a spot on the agenda if other board members concur. Will mention at televised meeting on 10-27-09.

X. Next Meeting Date:  
The committee proposes to fold in our next communications meeting during the December work session. Spokesperson Hunter will approach Board President with the idea. Estimate we would need approximately a half hour of meeting time. To be determined.

Meeting adjourned at 5:40 p.m.

Respectfully submitted,

Teri Hunter  
Communications Subcommittee Spokesperson