**Community Relations Subcommittee**

**Subcommittee Meeting**

**01/04/17**

**Minutes**

MEMBERS PRESENT: Carolyn Miller, Kosta Prentakis, Kim Sherwood

OTHERS PRESENT: Teresa Buono, Kevin Lyons

**Call to Order:** Carolyn Miller called the meeting to order at 5:52 in the Administration Building of Masconomet.

**Discussion of Budget Communication-** The committee reviewed the tentative budget communication schedule. T. Buono to write Habeeb overview, C. Miller to write public hearing article. T. Buono shared STAC timeline with committee.

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| **Due Date** | **Estimated** |  |  | | |
| **for** | **Publishing** |  |  | | |
| **submission** | **Date** | **Medium** | **Subject** | | |
|  |  |  |  | | |
| 2/1 | 2/10 | Tri Town Transcript | Notice of Feb 27 Public Hearings- School Choice and Budget | | |
| 2/3 | 2/10 | Tri Town Transcript | Article- Clarify when public hearing will be on agenda, that both hearings are | | |
|  |  |  | held annually as required by law. We combine for community convenience. | | |
|  |  |  | State representatives are expected to be present, etc. | | |
| week of 2/13 | | Email to Parents | Announcement of Public Hearings- similar to Tri Town Article | | |
| Week of 2/20 |  | Email blast reminder | Quick reminder of public hearings | | |
| 4/14 | 4/21 | Tri Town Transcript | Article on FY 18 Budget Initiatives & Warrant, if applicable | | |
|  |  |  | Content: Focus on Learning- | | |
|  |  |  | possibly include looping change, we are more than MCAS scores | | |
| week of 4/21 | | Email to Parents | Summary of FY 18 Budget Initiatives & Warrant-similar to Tri Town Article | | |
|  |  |  |  | | |
| **Important Dates:** | |  |  | | |
|  |  |  |  | | |
| 12/19 | Revised Facility Study to Budget Subcommitee | | | | |
| 2/10 | Draft Budget Binder Due | | | |  |
| 2/27 | Public Hearings- School Choice & Budget | | | | |
| 3/13-3/15 | School Committee to Certify Budget | | | | |
| 5/2 | Topsfield Town Meeting | | |  |  |
| 5/9 | Boxford & Middleton Town Meeting | | |  |  |

**Discussion of MSRD School Committee News Column**- K. Lyons to work with staff to finalize Primary Sources article and to discuss possible Primary Sources series of articles. Next article possibly about social-emotional wellness with help from P. Bullard. Possbile Pathways after that.

**Discussion of Community Outreach**- Senior Holiday Concert was considered a success. Consider issuing tickets to the COAs for next year based on RSVPs and lunch choices. C. . Miller waiting to hear from Boxford/Topsfield Newcomers club to confirm attendance at the Masco theatre production “Noises Off.”

**Approval of Minutes**- The subcommittee reviewed the minutes from the last meeting. A motion was made by Kosta Prentakis.

Motion: To approve the 12/04/16 Community Relations Subcommittee minutes.

Vote: Motion passed unanimously

**Adjournment:** A motion was made by Kim Sherwood

Motion: To Adjourn

Vote: Motion passed at 6:48 pm.