



**Communication and Community Relations Committee Meeting Minutes
Wednesday, April 26, 2023**

A meeting of the Bristol Board of Education Communications and Community Relations Committee was held on April 26, 2023, at 7:00 p.m. in Room 36 of the Bristol Board of Education and via the Zoom Meeting Platform.

PRESENT: Commissioners: Kristen Giantonio, Shelby Pons, Russell Anderson (virtual), Jen Dube (virtual), Maria Simmons (virtual)

ALSO PRESENT: Dr. Michael Dietter, Dr. Catherine Carbone, Mr. Brian Burke

1. Call to Order:

The meeting was called to order at 7:15 P.M.

2. Approval of Minutes:

On a motion by Commissioner Pons, seconded by Commissioner Anderson, the minutes were approved from January 25, 2023.

3. Public Comment:

There was no public comment this evening.

4. Review Usage Rates from ParentSquare:

Dr. Carbone and Brian Burke reviewed the percentage rates of each month and showed a chart as to how our usage rates have doubled from the past year. The highest open rates are on Fridays. Parents are happy with the consistency of our newsletters. There were no questions, just comments on what great news this was and that it's nice to know parents can rely on ParentSquare and also the ease of use of ParentSquare. There was no action taken.

5. Explain Superintendent Advisory Councils:

Dr. Carbone explained that beginning next school year there will be new Advisory Councils. A Parent Advisory Council that will meet monthly to learn about and advise on district strategies and programs. A Student Advisory Council that will represent a diverse team of student voices from each high school to engage with Superintendent and Deputy Superintendent in a meaningful dialogue and finally a Staff Advisory Council that will provide a voice for teachers and staff in the district's decision making process. There was no action taken.

6. Partnerships Updates - Farm to School - Shelburne Farm, VT:

Brian Burke gave an update on this amazing program. We were one of 32 applications accepted. Offering a seed to table after school program. Ivy Drive School and Greene Hills School are going to partner up with this program and be the first to launch it in our district. There will be a three day training period for the schools involved and food director and then they will bring their training information and program details back to the schools to launch the program. There was no action taken.

7. Review Strategic Planning:

Dr. Carbone discussed the Planning for 2024-25 through 2029-30. It's going to involve Student Indicators Success, Collective Actions and Strategies and BoE Mission and Goals. There will be a Leadership Team leading the next five years and a core group for the strategic planning with a focus group meeting with families, community members and teachers. There were no questions and there was no action taken.

8. Review Parent Engagement:

Dr. Carbone and Brian Burke reviewed all of the ways that the district incorporates Parent Engagement within the school communities.

- All schools have district-wide newsletters.
- Parents receive monthly newsletters through ParentSquare on what their scholar is learning along with related activities to do at home. Social/Emotional learning connections.
- Friday's informational District Wide newsletter is sent out through ParentSquare.
- K-8 and Elementary schools send out daily, weekly, monthly updates.

- PTA/PTO in each school involves all parents in their school community.
- Open Houses, Conferences, Graduations, Fafsa/College Prep are offered in each school.
- Community outreach - guest readers throughout the school year.
- Successful Days of Learning with Parent and Child at West Bristol and South Side School. More events planned with this theme.

9. Review Social Media:

Dr. Carbone and Brian Burke discussed how engaging with the public community school boards need to set the tone, be positive always, manage your message. The issue of using Facebook as a source to engage with the community was discussed. There is a lot of misinformation posted on social media and we need to be careful with who is engaging with who. This issue of using social media such as Facebook needs to be discussed in further detail.

10. Adjournment:

The Communication and Community Relations Community meeting was adjourned at 8:21 p.m. by Commissioner Giantonio.

Submitted by:

Michelle L. Crowley

Recording Secretary

Bristol Board of Education