

**BRANFORD BOARD OF EDUCATION
Communication Committee Minutes**

DATE: May 15, 2024

LOCATION:

**Walsh Intermediate School Cafeteria
185 Damascus Road, Branford, CT**

SUBJECT: Communication Committee

DISCUSSION/ACTION ITEMS (Continued)

Mr. Kovi further discussed the features of ParentSquare such as seeing communications in one place, parents can choose how they receive information (instantaneously or digest), emergency alerts will be pushed out, parents ability to subscribe to calendars, the app will translate language into home language and the hopes of improving communications.

05 Community Updates

This evening Dr. Tranberg discussed; the dates for BHS graduation (June 12), WIS Grade 8 promotion (June 11) and Adult Education graduation (June 13), the BOE Google Doc with end of the year events is being updated regularly and schools are being asked to update their website calendars as well.

06 Communication Survey Results

Among the items that Superintendent Tranberg discussed this evening were; the most salient points that were talked about at the last meeting (actions moving forward), having a conversation highlighting priorities and actionable items including prioritizing focus groups to get direct feedback, the use of ParentSquare and the migration of the website.

07 Outline of Annual Report

In his report this evening Superintendent Tranberg discussed the purposed of the Annual Report including; provide an annual update as to how we are doing with progress related to the SCP report, high level information needed to know and the celebrations that are happening, how it is an update on the goals, providing general information, the main ideas of the contents that we are looking at, having a reference to our SCP, Mission, Core Values, Beliefs and Global Learning Competencies and other work to do as to how it is coming together. Dr. Tranberg concluded by saying “it is well underway.”

ADJOURN

**08 MOTION (Barron/McNamara) to adjourn.
APPROVED UNANIMOUSLY**

Ms. Troidle adjourned the meeting at 6:45 PM.

The next Communication Committee Meeting will be held on
August 14, 2024 at 6:00 PM at Walsh Intermediate School Cafeteria
(The June Communication Committee Meeting will be canceled)

Respectfully submitted,
Meaghan DeLucia, Secretary

Prepared by,
Kerry Eyrich