**MOHAWK TRAIL REGIONAL SCHOOL DISTRICT**

**MOHAWK’S BEST COMMUNICATION SUBCOMMITTEE**

**August 11, 2016**

**DRAFT MINUTES**

The Massachusetts Open Meeting Law requires minutes for all school committee and subcommittee meetings.  The recorded minutes are open to the public for inspection within 10 days of the meeting. Minutes recorded provide a brief overview that reflects the subject matter discussed and any decisions made.  If any motions are made clearly state the motion and indicate who made the motion and who seconded the motion.  Record who was in favor, opposed, or abstained.  The names of any person(s) appearing before the committee are to be indicated.

**Date:**  Thursday, August 11, 2016 **Time:** 6:00p.m. **Place:** Principal’s Conference Room

**Committee Members in Attendance: Karen Blom, (Best), Sarah Reynolds, SC/Charlemont, Glenn Cardinal, Buckland SC/Best**

**Committee Members Not in Attendance:** Mick Comstock, Sue Mitchel

**School Committee Members in Attendance:**  Martha Thurber, (Buckland SC/Best) Leslie Rule,(Plainfield SC/Best)

**School Administration: None**

**Others in Attendance:**  None

**Documents:**

August 11, 2016, Agenda

July 26, 2016, Draft Mohawk’s BEST Communications Subcommittee Minutes

**Call to Order:**  called the meeting to order at 6:15 p.m.

**Approve Minutes:**

On a motion by Glenn Cardinal , seconded by Karen Blom, the Committee voted to approve the minutes from the August 26, 2016 meeting

**Review of to-do’s:**

* Posters: Identify poster locations and deliver and post. Glenn will pick up printed posters on Friday, August 12th. Town Halls, Libraries, Businesses, Insurance companies, Visitors centers, and tourist attractions in each district member towns were identified as posting locations. Several adjacent towns were also targeted as town locations for posting.

Best members will distribute to various location.

Karen will get other members to help distribute posters.

* Brochures: An exact count of remaining posters is under way. When it’s determined how many and which schools need the brochures, more will be ordered. The cost is approximately $1. per brochure. A call has been sent out to get the exact total of brochures on hand.

Outreach: Teacher outreach about moving 6th grade to Mohawk will occur to solicit feedback so that this particular potential change can move forward. A meeting for feedback will be set for September.

* Website: Prospective “Student”” web page for potential student’s needs to be designed and easy to get to. Also the MTRS website needs to make the “BEST” page more readily accessible. Virginia will be consulted by Karen on how that can be accomplished.

**Review of recent School Committee Subcommittee action/meetings:**

No SC Communications subcommittee meetings have taken place since May. The focus has been on the BEST Communications subcommittee. Further discussion on how best to work the two subcommittees will be dealt with the Chair and Vice Chair of the district’s School Committee.

**Nominations and Vote on new Best Communications subcommittee member:**

Leslie Rule was nominated and accepted as a new member of the BEST Communications subcommittee. This move was made to bring Leslie in on the subcommittees work.

Discussion occurred about only having one Communications subcommittee for the District’s School committee during the tenure of the BEST Committee. The reason for having only one Communications subcommittee is to be able to focus on projects at hand, and avoid work falling through the cracks. Discussion of this potential change will occur with the BEST Committee Chair.

**Set fall priorities:**

Outreach to community members, Select boards, finance committees to relay the BEST Committees plan’s that ultimately provide the best educational opportunities, and reduce costs to obtain financial sustainability.

**Other: None**

**Citizen Comment None**

**Adjournment:** On a motion by Leslie Rule, seconded by Karen Blom, the Subcommittee voted to adjourn the meeting at 7 p.m.

Submitted By: Glenn Cardinal

Next Meeting:

To be determined to coincide with the next BEST Committee meeting.