

**HARWOOD UNIFIED UNION SCHOOL DISTRICT
COMMUNICATIONS WORKGROUP MINUTES
NOVEMBER 2, 2016**

APPROVED 12-7-16

Present: Peter Langella, Rob Williams, Heidi Spear

Meeting was called to order at 6:10 p.m.

School Choice Survey: The Workgroup reviewed the cover letter and school choice survey as redrafted by Maureen McCracken, and prepared the edited copy to submit to the HUUSD Board of Directors for consideration and approval. Minor edits to the survey were done to clarify the purpose earlier in the letter and choices in the survey.

Elect A Chair: Rob Williams nominated Maureen McCracken as chair, and Peter Langella seconded. Heidi Spear raised the issue of piling a lot of work on Maureen, who is serving on multiple workgroups. Rob Williams suggested co-chairs. Heidi Spear nominated Rob Williams and Maureen McCracken as Co-Chairs. Peter Langella seconded, and the motion passed unanimously.

Adjournment: At 6:30 p.m., Peter Langella moved that the meeting be adjourned. Heidi Spear seconded, and the motion passed unanimously.

Respectfully submitted,

Heidi Spear