

**HARWOOD UNIFIED UNION SCHOOL DISTRICT  
COMMUNICATIONS WORKGROUP MEETING**

Wednesday January 11, 2017 5:00 pm  
(rescheduled from 1/4 due to lack of quorum)  
Harwood Union High School Library

**MINUTES: APPROVED**

1. Call to Order at 5:03 pm
2. Approval of last meeting minutes (from 12/14): Peter moved, Rob seconded. approved
3. Town Meetings / Budget Voting changes – Develop communication plan
  - a. Australian ballot/single meeting communication: Reviewed/edited/approved blurb from Maureen. Decided to have her submit to local papers under her name (no time for full review and signing by all). Discussed other communication channels too. (FPF, website blog, etc).
    - i. Action: get review at board meeting, but approval not necessary since it's just coming from Maureen.
  - b. Other discussion:
    - i. Discussed whether to do "roadshow" of meetings in local areas. Decided not this year because of time constraints and also the idea that really these meetings would be too late to do anything but learn about what the proposed budget is going to be. In this case, we really want to encourage the concept of communities coming together under one roof the day before voting, as that will continue to be future practice.
    - ii. In general, though, we like the idea of going out into communities, and especially encouraging true engagement where citizens can help impact the process and the board's priorities. We would like to recommend doing it EARLY next year. Ideally we are allowing for engagement and ideas without any of the numbers – (beginning of school year?). Ideally we are ALSO encouraging engagement after all the numbers come together (expenses and revenues) and we make time to process and discuss the recommendations to add or cut...
    - iii. Discussed the idea of board members communicating things the board needs to communicate – but having members do it as individuals to allow for quick communications. Ideally, the communication itself represents all of the board.
4. Outbound Communications
  - a. Hancock survey thank you, or other info to our constituents here? We want to follow through on our best practice concept of thanking people when they participate in surveys and give us their feedback. Still pending. Board to weigh in on this idea. Also need info from central office about how to get that information out, more details about what we learned.
  - b. FPF process quick review –valley one is all together and should be all set with just Rob posting. Waterbury/Duxbury still has some issues – there are two and Maureen can post to both as a community member, but only one as a board member. Maureen will take this issue and work to fix.
5. Confirm next Meetings
  - a. General meeting schedule, SECOND Wed of the month – not the first as previously noted in agenda

b. We WILL meet next week! (if we can get it warned in time)

6. Adjourned at 5:55 pm