

# COMMUNITY COMMUNICATIONS COMMITTEE (CCC) MINUTES

**Date:** January 16, 2019

**Time:** 3:30-4:30

**Facilitator:** Amy Watkins

## **In Attendance**

Attendees: Ariana Dingman, Barbara Goodman, Peggy Kelland, Daren Lolkema, Linda Rappaport, Eileen Scholes, Amy Watkins, Maureen White

Public: Marie Johnson

## **Nomination of Chairperson**

Barbara Goodman was nominated to continue as the committee chairperson. No other nominations were received. Ms. Goodman was unanimously approved.

## **Introductions**

Two new members, Ariana Dingman and Maureen White, were welcomed to the committee and shared about their background in graphic design and marketing.

## **Review of CCC Charter and Communications Plan**

The committee members took a moment to review the CCC charter. It was recommended that the title for the Director of Public Relations be updated and the addition of the Public Information Specialist be added to the charter. The committee then reviewed the 2018-19 Communications Plan goals. Mr. Lolkema suggested we revise these goals once the committee had the chance to review the survey results.

## **Review of June 2018 Survey Results**

The committee took time to review the summary of the survey. Ms. Watkins highlighted several questions that resonated such as the types of communication survey participants used the most to receive information, preference for receiving emergency information, methods to provide input, awareness of District Mobile app, popular areas of the mobile app and website and types of social media used most.

## **New Business**

- Suggestions for how to use the survey information to improve communication from the District
  - Promote the Mobile App again and highlight key features
- Review Public Comment form
- Consider how survey can be shared in multiple languages.
- Ms. Goodman asked is the government shutdown would impact the free & reduced lunch program. Mr. Lolkema said they were monitor this, but it was not impacting students at this time.

## **Next Meeting**

February 19, 2019 | 3:30-4:30, District Office Multi-Purpose Room

Motion to adjourn was made at 4:35 p.m.