

**WESTBROOK BOARD OF EDUCATION
COMMUNICATIONS SUBCOMMITTEE
Tuesday, February 12, 2013 @ 6:00 p.m.
Westbrook High School Library**

MINUTES

Members Present: Myrn Keryc, Lee Bridgewater, Kim Walker, Marti White

Also Present: Superintendent Patricia Ciccone, Teacher Liaison MaryJo Noonan

I. Call to Order: The Communications Committee meeting was called to order at 6:14 p.m. in the high school library.

II. New Business: Dissemination of budget materials to the community.

- A. There was discussion regarding budget visits to the community by the superintendent and a member of the Communications Committee. Possible groups include: Senior Citizen, Town Committees, PTO and PTSO groups, faculties of the three schools, and Council of Beaches. Myrn Keryc will arrange dates of visits.
- B. It was suggested that School Messenger be used for notification of budget-related information, including the date of the budget workshop.
- C. Budget Workshop – A discussion regarding possible dates for a budget workshop included February 28 or March 7. MaryJo Noonan volunteered to arrange for child care at this meeting to encourage parents to attend.
- D. MaryJo Noonan has and will provide email contact information of various publications to use for Letters to the Editor.
- E. MaryJo Noonan will contact Becky Coffey requesting an article on the Communications Committee.
- F. It was suggested that the database of email addresses of Westbrook residents be expanded.

Moved by Lee Bridgewater and seconded by Marti White to *add to the agenda* the approval of minutes of November 13, 2012. **Vote unanimous.**

Moved by Marti White and seconded by Lee Bridgewater to *approve the minutes* of November 13, 2012. **Vote unanimous.**

IV. Public Comment: No comments.

V. Adjourn: Moved by Kim Walker and seconded by Marti White to adjourn at 6:55 p.m. **Vote unanimous.**

Respectfully submitted,

Myrn Keryc, Board Secretary

Cecilia S. Lester, Board Recording Clerk

