Communications Committee

February 6, 2023 7:30am

Respectfully submitted by: Leslie Hamilton

## Committee Actions:

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**Committee Goals**

* Facilitating communication between the board, staff, parents and community
* Supporting school communication
* Defining board role and appropriate communication

## Minutes from Feb 6, 2023 Meeting:

### Attendance and Call To Order

Virtual via Google Meet

Chair: [Leslie Hamilton](mailto:leslie.hamilton@lhuf.org)

Board Members: Leslie Hamilton,

Members: Maureen Capillo, Rachael Gaunce, Britiney McMillan, Fusun, Ellie Shameli, Sue Ann Wright, Tom

### Prior Action/Discussion Items

* Leadership transition survey - 100% completion.
  + Final leadership transition survey will be distributed in the Spring to capture how the community is feeling about the transition overtime vs. capturing a moment in time for sustained awareness to influence supports.
* Staff Survey for distribution this month
* Informal ED meet and greets
* Parent info-sharing (education)
* Open for any communications team members to bring up discussion items (within the meeting timeframe)

### ParentSquare

* SD Updates - Wendy is no longer working at Sterling.
* All parent issues have been and are being addressed as needed.

### COVID Updates

* SD Updates - Cases will be reported for the remainder of the school year
* End of the year/ next year COVID case reporting may change
* CDC and NC Dept. of Health updates are regularly checked.

### Community Surveys

* A second round of the leadership transition survey was distributed in January and will be distributed again in the Spring to capture the current community temperature for sustained awareness to influence support.
* Staff survey to be distributed today 2/6 - 2/10.

### Community Education

* (First 3 bullets kept from the December meeting)--> Maureen is focusing on the staff first, working on committee structures and staff involvement.
* Staff led parent information/education
* Hoping to have a meet the new ED “coffee chat”/informal meet and greet in January, potentially off campus, and optional parent education to start in Feb/March.

### Communications Team Discussion

* BM - Commented on appreciating the PD led by Peaceful Schools on communication, conflict resolution. She sent a summary to SD for the Weekly Message.

### Next Steps / Action Items

Final distribution of leadership survey and parent survey distribution in the Spring.

**Meeting closed at 7:55am.**