LHU Communications Committee Report March 7, 2022 | 7:30am

*Respectfully submitted by Leslie Hamilton*

*Present at Meeting: Leslie Hamilton, Josie Spreher, Stephanie Deming, Rachael Gaunce, Chris Morton*

**Goals**

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

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# **Meeting Agenda & Minutes**

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# **Prior Action Items**

* Annual staff survey distribution completed.
* Schedule change of 8am meetings to 7:30am

# **COVID Updates**

* No COVID cases reported in recent 3/4/2022 Weekly Message

# **Community Surveys**

* Staff survey was distributed via ParentSquare on February 14 and remained open for 2 weeks. There were 58 responses. Leslie and Kari will analyze survey data and summarize results.
* Parent/Guardian survey to go out in April

# **Additional Items**

* LH to bring a focus of the first goal of the committee. *Facilitating communication between the board, staff, parents and community.*  Are there ways we can improve here, particularly board and staff communications?
* RG - Being part of the committee helps. People don’t always want to commit to more meetings. When presenting survey results, consider asking staff to join communications and/or encouraging attendance at meetings. RG can report out at section meetings from attending communications. Having more representation of teachers at meetings can help. \*On Google internal site for Sterling could there be a “board” section for staff to access notes/ reports? Chris and Ryan may work with SD to provide board info on internal site.
* SD - Board meetings and accessibility of notes because not everyone can attend meetings. Making meeting reports more easily accessible to the community if they can not attend meetings.
* Chris wants to ensure community has access to info rather than general public as a safety precaution.
* After board meetings JS informs staff of any approvals, i.e. new policy, new hire, new board member.

# **Next Steps/Action or Approval Items**

* Preparation for Parent/ Guardian survey distribution in April
* LH to review and send to committee by end of March