

BOARD OF EDUCATION  
FAIRFIELD PUBLIC SCHOOLS  
FAIRFIELD, CT

STRATEGIC PLAN  
COMMUNICATION ACTION TEAM

Tuesday, April 12, 2011  
6:00-7:00

Education Center  
501 Kings Highway East  
Human Resources Conference Room

Present:

Ann Leffert  
Jim Coyne  
David Ebling  
Jonathon Kaufman  
Laurie Markus  
Teresa Samuelson

**Minutes**

Meeting convened at 6:05 p.m.

**Summary of survey results:**

Ann combined all 3 report summaries to one report with all results and distributed to all. This committee will process the summary to give feedback and possible recommendations. This will be shared with Dr. Title and then to the B.O.E.

Jonathon reviewed his process for the data summary. Discussion regarding results ensued. Teresa will send out a rough draft of data summary regarding:

- 1) How often do you use each of the currently existing communications modes?
- 2) What is your overall satisfaction with the communication modes available?

Committee members will try to analyze prior to next meeting. Committee will review and create an analysis with possible recommendations.

Meeting adjourned at 7:20 p.m.

**Next Meeting:** May 10<sup>th</sup> 2011, 6:00 p.m. at HR conference Room 501 Kings Highway East