

BOARD OF EDUCATION
FAIRFIELD PUBLIC SCHOOLS
FAIRFIELD, CT

Strategic Plan
Communication Action Team

Tuesday, April 27, 2010
6:00 PM

Education Center
501 Kings Highway East
Fairfield, CT

Human Resources Conference Room

MINUTES

Present: Jim Coyne, Ann Leffert, Marlene Cavagnuolo, Laurie Markus, Theresa Samuelson, Jonathan Kaufman, Patrice Faggella, Jeff Burt, Nancy Nash

Meeting was called to order at 6:00 PM

1. Website revisions were reviewed and discussed
 - Committee liked the layout suggested by the company advising the Technology Committee
 - Committee discussed aligning the web-site and Ed Line structures and formats
 - Goal for the web design is June 2010
 - Menus will be further discussed
2. Committee needs input from BOE regarding Operating Procedures as they relate to the Action Plan of the Committee to clarify and communicate BOE policies and procedures; this agenda item will continue to be posted.
3. Committee needs to maintain contact with Technology Committee in order to further plan for the updates of the BOE website.
4. Survey status was reviewed. This project is temporarily on hold.

Meeting adjourned at 7:05 PM

Next Meeting: 5/11/10 at 6:00 PM in the HR Conference Room at 501 Kings Highway East

