

BERLIN BOARD OF EDUCATION
Communications Committee Meeting
September 9, 2019
MINUTES

Attendance: Julia Dennis, Chair
Jake Fisher
Tracy Sisti
Matthew Tencza

Also in Attendance: Brian Benigni, Superintendent of Schools
Erin McGurk, Assistant Superintendent of Schools

I. Call to Order: The meeting was called to order by Committee Chair Ms. Dennis at 6:00 p.m., in the BOE Library/Conference Room, at the Berlin Board of Education, 238 Kensington Road, Berlin, CT.

II. Communications Policy – This item was tabled for the next meeting.

III. Column Schedule and Topics: The upcoming September and October columns that will appear in the *Berlin Citizen* were discussed.

IV. Communication Tools: The Connecticut Association of Boards of Education (CABE) Board of Distinction Award application was discussed. Throughout the summer, the committee worked with the superintendent to make sure certain items were accomplished and achieved so the Board would be on track to receive the award this year at the CABE/CAPSS Conference in November. Two submissions were made for the CABE Communication Awards - the Superintendent's Update and the monthly video reports. Winning districts will be notified the week of October 7, 2019.

V. Adjournment: The meeting adjourned at 6:55 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Brian Benigni".

Brian Benigni
Superintendent of Schools

