



Public Relations Subcommittee Special Meeting

December 11, 2019 4:30 PM

Board Meeting Room
Administrative Offices
137-B Glenwood Road
Clinton, CT 06413

Attendance Taken at 4:35 PM:

Present Board Members:

Erica Gelven

Catherine Staunton (arrived at 4:47 PM)

1. Opening Exercises

1.A. Roll call

Discussion:

Also in attendance were Superintendent O'Donnell, Assistant Superintendent Famiglietti, Lois Ruggiero, Sandy Luke, and Graphic Designer Laura O'Brien.

1.B. Pledge of Allegiance

Discussion:

All participants stood and recited the pledge.

2. Outline of Process for Branding Initiative

Discussion:

Graphic Designer O'Brien discussed some of the preliminary visits she would like to have to begin the work during the month of January as well as obtaining current letterhead from each school.

The subcommittee discussed the scope of the work to begin with a site visit in January, with a follow up visits later that month and in February and March.

3. General Discussion

4. Adjournment

Discussion:

Meeting adjourned at 5:33 pm

Respectfully submitted by M. Famiglietti