

Meeting Minutes: Communications, Engagement and Advocacy Committee

Date/Time: Thursday, September 10

Location: Board room

Start: 7:30 a.m. **End:** 8:47 a.m.

Committee Members Present: Nikkie Gullickson (chair), Rebecca Knutson, Seth Holden, Tracie Newman, Jennifer Benson

Administrators/Staff Members Present: Rupak Gandhi, AnnMarie Campbell, Tamara Uselman, Amy Norstedt **Recorder:** Betsy Beaton

Agenda Item	Discussion – Conclusion	Recommendations or Actions
Minutes	The minutes of the September 3 minutes were reviewed and approved.	The minutes were approved and will be posted.
Community Engagement Process	<p>Discussion occurred on the form that will be created to gain feedback regarding changing a building or space name. Suggestion was to have the link to AP3260 right in the form.</p> <p>Once the form is created it will be shared in numerous ways, including, but not limited to on the FPS web site, FPS social media channels, FPS internal and external newsletters, FPS media release and email to Woodrow Wilson staff, students and alumni.</p> <p>Discussion was held on how future requests will be handled.</p>	<p>Administration will create a form to gain feedback for Keeping or Rescinding the Name of a School Building or Space. Committee agreed that the form should have radial Yes/No buttons and a field for comment, with a link to the policy.</p> <p>The Committee will study the public input, research requests and present information to the school board, based on each individual circumstance. Maintaining a school building or other space name will also be brought to the school board if a request to consider has been lodged.</p>
Time Frame for the Name Woodrow Wilson	<p>Discussion was held on when the form will be ready to share. Through discussion, administration noted it would be possible to have the form ready by Monday, September 14; the form could be open until October 1. Once the Public Input time frames ends, the information will be batched and shared with committee members to review before the next Committee meeting.</p> <p>Dr. Gandhi shared a draft document that Mrs. Uselman created, which outlined Considerations for Keeping or Rescinding the Name of a School Building or Space. The language is modeled after the AP3260 policy and the document is a rubric the committee can use to determine a recommendation to either keep or rescind a name in question.</p> <p>Discussion was held on Chair Gullickson sharing a committee update and recommendation at the October 13 board meeting.</p>	<p>Administration stated that the online form will be available by Monday, September 14, or sooner. Public input will be taken from Monday, September 14 - Thursday, October 1.</p> <p>The Committee will use the document created by Mrs. Uselman at the next committee meeting.</p> <p>Administration will work with Chair Gullickson, to develop a recommendation to the board to be shared at the October 13 board meeting.</p>
Next Meeting Regular Meeting Time	<p>The next meeting is scheduled for Thursday, October 7 at 7:30 am in the Board room.</p> <p>An additional meeting of Tuesday, October 22 at 7:30 a.m. was determined in order to discuss the committee's work plan for the year.</p> <p>Committee discussed a regular meeting time.</p>	<p>At the October 7 meeting, the committee will review public input and use the form Mrs. Uselman created for analyzing feedback.</p> <p>The committee agreed on the third Tuesday each month for its regular meeting time, which will begin November 17.</p>