

Meeting Minutes: Communications, Engagement and Advocacy (CEA) Committee **Date/Time:** Friday, September 17, 2021

Location: Board room

Start: 7:31 a.m.

End: 8:21 a.m.

Committee Members Present: Nikkie Gullickson - Chair, Rebecca Knutson, Seth Holden, Tracie Newman, Jennifer Benson

Administrators/Staff Members Present: Rupak Gandhi, AnnMarie Campbell **Recorder:** Betsy Beaton

Agenda Item	Discussion – Conclusion	Recommendations or Actions
Minutes	The minutes of the August 17 minutes were reviewed.	The minutes were approved and will be posted on the Board section of the public website.
Town Hall Meetings	<p>Dr. Gandhi gave an update on the first Town Hall meeting of the 2021-22 school year. Thirty staff members were in attendance, mostly administrators. Principals gave feedback at yesterday’s principals meeting that staff are content and don’t have any issues at this time and are concentrating on their students and classes, which may be why there was a low teacher turn out.</p> <p>Ms. Knutson shared information on the MOUs included in the negotiated agreement with the FEA in the Town Hall meeting. She enjoyed representing the Board. Ms. Knutson encouraged anyone with questions to contact the Board.</p> <p>Discussion was held on why the Town Hall meetings are not available as an asynchronous meeting. Dr. Gandhi shared that we want to encourage attendance at the Town Hall meetings.</p> <p>Mrs. Benson asked what more we can do to encourage teachers to attend the Town Hall meetings. The intent of the meetings is to hear from staff members about their concerns and to share information directly with staff members. Mrs. Benson sees value in being able to go back and listen to the recording – especially the Q&A portion. Discussion was held on possibly recording the Town Halls. It was noted that summaries of the meetings are shared in the staff newsletter (The Journey) so all staff are able to see what the summary of the meeting was.</p> <p>Discussion was held on why we are only holding one meeting per month instead of two, a morning and afternoon option. Dr. Gandhi explained that there was low attendance at the morning sessions and Board members were not as available for those meetings.</p> <p>The topic for the October Town Hall has not been determined yet. A Board member will be asked to attend once the topic is decided.</p>	Dr. Gandhi will send out a message to encourage participation for the October 11 Town Hall meeting.

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FPS Learns	<p>Discussion was held about if the Board would like to create an FPS Learns video about what they do. Dr. Gandhi shared that he did one with Ms. Nelson regarding GAC last year. The last FPS Learns video Dr. Gandhi recorded was about the COVID-19 decision in August.</p> <p>Mrs. Benson suggested sharing information about mitigation strategies we are doing, HVAC upgrades, and what ESSER funds are being used for, etc. Discussion was held about what may be a timely topic.</p>	<p>No decision was made about future FPS Learns. This topic will be carried forward to the next CEA meeting.</p> <p>Dr. Gandhi will review what has already been shared and talk with Blake Mikesell regarding</p>
Automated Email Response	<p>An automated response was created for Board member’s email. Mrs. Gullickson sent the created response to all Board members.</p>	
Area School Boards	<p>Discussion was held on how we would go about reaching out to other area schools boards. Ms. Campbell suggested using the NDSBA annual conference to connect with other School Boards.</p> <p>Mrs. Benson shared that West Fargo does a Wisdom sharing activity. It was suggested that Mrs. Gullickson reach out to the West Fargo Board member that chairs their Board communication committee. The goal is to learn from other boards and collaborate.</p>	<p>Mrs. Gullickson will reach out to the chair of the West Fargo Communications Committee to collaborate.</p>
2021-22 Work Plan	<p>Ms. Knutson shared that the welcome back letter that she wrote did not include mitigation strategies and went only in the staff newsletter. Ms. Knutson suggests an additional article after the commissions are appointed per the negotiated agreement.</p> <p>Ms. Nelson could write an article about future legislative decisions or about interim committee work.</p> <p>Discussion was held on Mrs. Gullickson being able to identify business items from Governance to bring to this committee regarding sharing decisions on these topics.</p>	<p>Mrs. Gullickson will identify Governance Committee items to bring to this committee for future board columns, in a timely manner.</p>
Next Meeting	<p>The next meeting is scheduled for Tuesday, October 19 at 7:30 a.m.</p>	<p>Committee to meet on the third Tuesday of the month for the 2021-22 school year.</p>