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**TO: Members, Board of Education
Dr. Constance Collins, Superintendent**

FROM: Chris Jasculca

RE: Committee for Collaborative Communication

DATE: May 25, 2010

During its meeting on May 11, 2010, the Board of Education discussed the recommendation submitted by members Jennifer Reddy and Jim Gates, as well as Communications Coordinator Chris Jasculca, to establish the Committee for Collaborative Communication as a standing committee of the District 97 Board of Education that will advise the District on ways to improve two-way communication with the community. Board members also reviewed the proposed charge for this committee that was drafted by Reddy, Gates and Jasculca.

In response to feedback from the Board, several changes were made to the charge to reflect that this committee will serve in an advisory capacity similar to other standing Board committees such as the Finance Oversight and Review Committee and the Facilities Committee, and that its efforts will be focused on enhancing communication with community members. These changes include the following:

- The first sentence in the section titled Purpose was changed from:

To provide recommendations to the Board of Education and Superintendent regarding how to enhance two-way communication among the District's internal and external stakeholders, create comprehensive practices aimed at enhancing and improving the District's system of two-way communication, and promote the high-quality programs and services offered by the District.

to:

To provide recommendations to the Board of Education and Superintendent regarding how to improve and enhance two-way communication among the District's internal and external stakeholders, and promote the high-quality programs and services offered by the District.

- The bullet point in the section titled Charge that referenced establishing a dialogue with legislative delegations, and reviewing and analyzing legislation that impacts the District's operations, was deleted. The Board will continue to discuss and analyze how best to accomplish this goal.
- Two bullet points in the section titled Charge were changed to better reflect the C.C.C.'s role as an advisory committee that seeks to improve communication between the District and the community through activities such as making strategic recommendations, sharing information and conducting outreach. One bullet point was changed from:



Develop and implement an internal comprehensive program aimed at improving communication between District administration and staff.

to:

Discuss ways to improve communication between District administration and the community.

The other bullet point was changed from:

Provide stakeholders with a variety of means for communicating their thoughts/opinions about the District, and sharing ideas for how to promote or improve its programs, events and activities.

to:

Educate stakeholders about the various means available for communicating their thoughts/opinions about the District, and sharing ideas for how to promote or improve its programs, events and activities.

- The bullet point in the section titled Charge that addresses the frequency with which the C.C.C. will update the Board on its activities was changed to mirror the process used by the Board's other standing committees. The revised recommendation is to provide the Board with quarterly reports on the committee's activities during its first year in existence and then switch to an annual report starting in the second year.
- The composition of the C.C.C. was changed to include a school building staff representative (principal, assistant principal, teacher, support staff, etc.) to provide this important stakeholder group with a role in helping the committee improve communication at the individual building level and in the district as a whole.

The revised draft of the charge for the Committee for Collaborative Communication is being presented to the Board this evening for discussion.

Attachments:

- Revised draft of the charge for the Committee for Collaborative Communication