

Communications Committee Progress Report, July 17, 2020

- **K12 email sent this morning re:**
 - Parent Forum on Monday 7/20
 - Survey of parents
 - Link to SED guidance received yesterday
- **Working on Spanish translation (R. Larkins will start and M. Heffler will review) of the K12 email and the survey questions**
 - R. Larkins will send out to SPRING parents again and offer help over the telephone to parents who need help with the survey
 - Aiming for Spanish version of survey and email to go out tonight or tomorrow
- **Parent Forum on Monday 7/20**
 - The committee reviewed presentation slides that L. Brady plans to use
 - Will incorporate any survey results as of Sunday at 12 noon
 - Will review main takeaways from 7/16 SED guidance
 - Will review various potential hybrid scheduling options being considered
 - Reminder email about Forum, with links, will be sent on Monday
- **More detailed transportation survey will be sent soon; in conjunction with the other districts that we share transportation services with**
- **Committee reviewed other communication efforts that will come later this summer**
 - Communicating “what school will look like” with parents and kids, for each building; in conjunction with SEL Health/Wellness committee to try to reduce anxiety
 - Posting the finalized Plan for Reopening on the District and the Reopening website
 - Communicating the many logistical considerations before schools open
- **Committee should use the shared “Communications Worklist” Google Doc of to keep track of other things we’ll need to work on**