

Raymond School District – Communication Practices/Strategies

School Board Meetings:

Agenda is posted on our website. All public backup is posted on our website.

Front page of website is updated with upcoming meeting dates.

Agendas are posted on Facebook to district page, and now to each school's page as well.

Agendas are posted on RCTV.

Agendas are sent out via email to a limited mailing list, from many years ago. A former superintendent didn't want to continue that practice, but if we want to continue it and invite people to join the mailing list, it's easily done.

Agendas are posted at the SAU, at each school, and at the Town Office.

Meeting dates/times/locations are posted on the online district events calendar.

Meetings are filmed and are available through RCTV. A link to RCTV is provided on our School Board webpage.

Approved minutes are available on our website. Approved minutes are also available in hard copy at each school library and at Dudley Tucker Library.

School Board Subcommittee Meetings:

(These include: Strategic Planning, Building Committee (when applicable), Technology Committee (as of now, moving forward), Policy Committee, Shared Resources Committee.)

Agendas, if available, are posted on our website. All public backup (that the SAU is aware of) is posted on our website.

Front page of website is updated with upcoming subcommittee meeting dates.

Agendas or Posting Notices are posted at the SAU, at each school, and at the Town Office.

Meeting dates/times/locations are posted on the online district events calendar.

Shared Resources meetings are filmed and are available through RCTV.

Approved minutes have historically not been made available online. However, the decision was recently made to do so. Moving forward, they will be. Shared Resources minutes are available online.

Annual Meeting Communication:

Use of Town's newsletter "On the Common" in January each year to notify community of upcoming dates relative to Deliberative and Voting Sessions.

We publish our own newsletter in late January of each year to inform of warrant articles. Sent via postcard notice to all homes/businesses/PO boxes, and published online.

District website Voter Information page continually updated with dates and information/backup.

Public hearings advertised in newspapers when legally required.

School Board and Superintendent submit letters to the editor: Carriage Town News, Union Leader, local online newspapers.

Facebook updated through budget and voting process.

Deliberative Session advertised on RCTV.

Other:

"Report Card to the Community" prepared each summer and published online. Postcards are sent to all homes/businesses/PO boxes alerting residents to the report.

"Annual Report" prepared each winter and published online. Printed and distributed with the Town's Annual Report. Postcards are sent to all homes/businesses/PO boxes alerting residents to the report.

Invitations to join committees, etc: The norm is to post on our website, on district and school Facebook pages, advertise on RCTV, and send notice home to parents as part of school email notices. Sometimes we reach out to online newspapers, as well.

Use of automated telephone system: Limited to school delays, cancellations, early releases, and other emergency information; summer reminders for online student registration becoming available; LRES uses it weekly for a Sunday call to parents.

Monthly online community newsletter beginning September, 2017. Emailed directly to subscribers (subscriber link to be shared and available on website), previous editions

available online. Our goal is to increase subscriptions to this newsletter over time. Hard copies to be made available at Town Library and other same locations that Town has provided their newsletter in hard copy.

Staff Newsletter is sent out electronically weekly.

New for the District and all three schools are social media coordinators. This initiative is still in the early coordination phase; we are working to ensure that we have in place appropriate controls, security measures and strategies. Some training will also take place (use of scheduling tool, etc.).

All three schools and our after-school program communicate through a variety of means including, but not limited to:

Group phone messages to parents, email communication to parents, email or newsletters to staff members, the school website, blogs, social media, meetings (staff, volunteer, professional learning communities, coffee hours, parent core groups, etc.).

09/15/17