

**LEBANON BOARD OF EDUCATION  
COMMUNICATIONS SUBCOMMITTEE  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
OCTOBER 11, 2016 – SPECIAL MEETING 6:45 P.M.**

**MINUTES**

**ATTENDANCE:**

**PRESENT:** Sandra Tremblay, Mary Ellen Wieczorek, Bert Bosse (6:50 p.m.)

**ALSO PRESENT:** Superintendent Robert Angeli, Al Vertefeuille

1. Call To Order

M. Wieczorek called the meeting to order at 6:47 p.m.

2. Discuss update on communications

M. Wieczorek reported that a second article highlighting the district was published in the last issue of Lebanon Life. Principal Gonzalez had written that article. February, April, May and June are needed to be filled by other individuals or groups. Superintendent Angeli will be distributing the sign up list to departments for them to sign up to write an article.

S. Tremblay noted that other districts publish the names of graduates going to college, and what college they are going to. Superintendent Angeli noted we should have those names at the end of the year.

The superintendent reported that translation to other languages has been added to the district web site. Photos are being worked on. S. Tremblay noted that Facebook had sent an invitation to sign up for sports. There is a Facebook page for volleyball.

Superintendent Angeli noted that some groups are ahead of the district in using social media. The elementary school asks parents if they don't want student photos used.

Superintendent Angeli has asked Shipman & Goodwin for a policy regarding using photos. Need to be clear with people how they are used.

M. Wieczorek noted that the vendors for the web site will be set up in January. S. Tremblay suggested they be presented through webinar. The cost will be included in the presentations.

**Motion made by B. Bosse and seconded by S. Tremblay to adjourn the meeting at 7:00 p.m. Motion passed unanimously.**

Respectfully submitted,

Kathleen E. Chapman  
Board Clerk