

Public Outreach Committee
Wednesday June 1, 2022 6:30 pm
[Zoom Link](#)

Attendees: Michelle McClellan, Heather Altenburg, Cindy Voltz, Nicole Boucher, Tim Thompson, Kimberly Carr, Hannah Lilly, Calen Colby

Agenda:

1. Meeting Purpose: Coordinate current activities and ensure that critical deliverable dates.
2. Schedule:
 - a. Overall Schedule - Summer Goals, August Vote Lead up, Fall Goals, Bond Vote Lead up
 - b. June Schedule of Events
 - c. July Schedule of Events
3. References to the Bond Vote: Refer to the November Bond Vote as 'anticipated'
4. June Events: **Action Items:** All
 - a. Cape Challenge: June 5th - Flier
 - b. Blog - Renovation vs. Building: June 8th(?) - Blog Post
 - c. Family Fun Day: June 18th - Fact Sheet
 - i. Potentially working with volunteer on graphics/layout
 - d. Parent Associations – sharing blog & event updates
 - e. Letter to the Community (?)
5. Document Release Procedure: The Committee needs to adopt a standard format so that each person's action items are easy to understand, and easy to find (reference), using Cindy's format and the data provided by CCE. **Action Item:** Calen/Hannah/Cindy to create a monthly calendar for June and July and distribute it to the Committee.
6. Other:
7. Next Meeting: (Currently scheduled for June 15, same day as Design Workshop!)