Name of Committee: **Communications Committee**

Chair: Yeages Cowan

Committee Members: Garrick Yau, Mini Varughese, Adam Lee, David Griffith, Jenn Sawin, John Seelke

* Website:
  + Cynthia to approved site architecture of new site
  + Proceed with identifying and engaging a consultant: put out a call for recommendations; will contact design consultants
* Facebook:
  + MCCPTA COVID-19 FB group: strategy to keep people on track and following the rules is working, most of the time! Gratitude in spades to Gillian Huebner, Laura Mitchell and Cynthia for many hours of moderating this page!
  + Mini’s FB Request Form is up and running; has been sent to the Gifted and Talented Committee; will be distributed to all VPs/Committee Chairs.
  + This month:
    - * Rework the MCCPTA official page;
      * Identify who will be entitled to post on the MCCPTA official page; and
      * Prepare rules of the road document for postings.
* Whats App: A draft strategy has been prepared and will be discussed among the Communications Team in early January.
* Third Monthly meeting with MCPS Communications Team in December 2020:
  + Discussed the possibility of collaboration with the Comms Team on providing feedback on a new project
  + Discussion of dashboard of serious incidents
* Meeting with Stephanie, Special Education Vice Chair to discuss ways in which MCCPTA can engage with the special education committee in a broader manner to provide parent support and parent information; raise with MCPS Communications the issue of why parents don’t receive monthly notice of SEAC meetings and minutes?