

**Communication Advisory Task Force**  
Agenda  
Tuesday, April 12, 2022 from 4:15-5:15 pm

MSA Room 2A

Join Zoom Meeting

<https://us06web.zoom.us/j/81466253376?pwd=WmhXbm03eURBRGNHN3RvamZ3MGZDQT09>

Meeting ID: 814 6625 3376

Passcode: 927040

Present (underlined): Tammy Barnaby, Maggie Burggraaff, Cecelia Dodge, Justin Gehring, Jen Heydt-Nelson, Jessie Heydt, Kate Hinton, Girish Jorapurkar, Heather Krisko, Ali Metcalf, Joell Pundsack, Teresa Ward

**Purpose of Committee (updated after September 2021 Meeting)**

1. to advise and maintain procedures and guidelines relating to MSA's branding, marketing and external communications.
2. to give feedback on communication between different school related groups.
3. to give feedback on communication between school community members.
4. to review MSA website components for accuracy and standardization.

**Agenda Items**

- I. Check to see if forms are available on the website per board request. (Is there a list of forms we need to look for?)
- II. Parent/Teacher Concerns

Next meeting: May 11, 2022 at 4:15 PM