

Communications Committee Meeting Minutes

February 18, 2026 | 4:32 PM | Zoom

Call to Order

Chair Dennis Timberman called the meeting to order at 4:32 PM.

Attendance

Present: Dennis Timberman, Elizabeth Lindorff, Stephanie Bora, Nick Brockett.

Committee Organization

- Dennis Timberman was designated Committee Chair.
- Nick Brockett was designated Recorder for the 2026 term.
- The committee agreed to meet on the third Wednesday of each month at 4:30 PM.

Approval of Mission Statement

The committee approved the following mission statement:

“The Communications Committee exists to foster community trust by providing clear and transparent information regarding Board of Education decisions and district operations that encourage public participation and shared investment in our schools.”

Discussion

The committee discussed improving accessibility and organization of information on the school website, including the potential creation of a dedicated budget page. The committee also discussed strategies to improve outreach and engagement with community members, including seniors and residents without school-aged children. Opportunities to centralize school and town information were also discussed.

Action Items

- Nick Brockett will review the Andover school website and consult with the school’s technology contact regarding a dedicated budget page.
- Dennis Timberman will draft a community introduction letter for Board review.
- Nick Brockett will research communication practices used by neighboring districts.
- All members will contribute to brainstorming a centralized information hub.

Adjournment

The meeting adjourned at 5:29 PM.

Respectfully submitted,

Nick Brockett

Recorder