**AHS Building Committee, Communications Subcommittee**

Met 11/5/21 at 10am (meeting held via Zoom)

Present: Amy Speare (Chair), Liz Homan, Kirsi Allison-Ampe, Julie Dunn, Tobey Jackson, John LaMarre (Consigli), and Victoria Clifford (Skanska).

1. **Interior Video Tour Plan**

Discussed timing and feasibility of creating an interior video prior to Phase 1 completion

1. **Community Outreach**

* Discussed timing for Phase 2 Communication
* Need to communicate Phase 2 timing and construction plan, and how impact on students/staff will be mitigated.
* Reviewed Phase 2 communication plan draft
* Proposed developing a 1-pager to lay out what’s coming, significant milestones, when families and community members will have an opportunity to learn more
* Discussed plan to hold forums for abutters and families/community members
  + Parent forums in December and January (Building Committee will see content ahead of time).
  + Abutter meeting in December
* Parent forum should include Jeff, Adam/Sandy, Michael/Greg, HMFH, Skanska, Consigli, Comm Subcommittee members
* Amy will contact Building Committee leadership with proposed plan for parent forums and abutter meeting
* Amy and Tobey will work on a forum outline/plan

1. **Old Business**

None

1. **New Business**

None

Meeting adjourned at 11am

Next meeting date: 11/9/21, 4:30pm