Outreach Committee (from bylaws): The Outreach Committee shall monitor activities to ensure that: 1) planned enrollment levels are achieved; 2) the enrollment activities seek, in good faith, to enroll a student body reflective of the school-age population of Glens Falls. It shall also serve as the principal liaison between the Board and efforts by the Corporation to achieve maximum levels of parental involvement in the educational process.

Specific roles and responsibilities identified by current committee
- Public relations – assist with strategies for identifying and targeting specific media targets
- Provide guidance concerning messages and production of communication materials (e.g. brochure, annual report, public notices) and public presentations
- Liaison to community groups – (when able) assist staff with informing and educating
- Advise regarding strategies to achieve planned enrollment figures and demographics

Chair __________________________

Current members __________________________

Other potential members __________________________

Meeting schedule: when or how often, length, location __________________________

Top three priorities (should reflect “Specific roles and responsibilities” and/or strategic plan)
1. __________________________
2. __________________________
3. __________________________

Other ideas and recommendations __________________________

Next scheduled meeting __________________________