

Communications Committee Meeting Minutes

October 7, 2009

6:00pm

HS IMC

Present: Nancy Konkel, Shelley Mack, Sandy Fischer, Mark Luetschwager, Carol Mack, Jill Spilde, Angie Bazan, Rhonda Gulbranson, Michelle Jensen

Actions:

Michelle Jensen reported on website changes that have recently been made based on committee discussions and viewer comments. A press release will be submitted to the paper to announce these changes and information will be shared at parent-teacher conferences.

The committee reviewed the ease impact chart listing the improvement ideas and scores assigned to each category. The committee worked on assigning initial tasks to each of the improvement ideas in order from highest points to lowest points. (See attached excel spreadsheet titled Communication Action Plan). The committee will continue working through the ideas list at the next meeting.

The next meeting is scheduled for Wednesday, October 21 at 6pm in the HS IMC. The committee will review the list of priorities and develop action steps.

Idea No.	Improvement Idea	Ease	Impact	E/I Score
1	Student Schedules -MS/HS	0	9	9
2	Curriculum Mapping	0	9	9
3	Activity Schedule-Clubs	5	5	10
4	District Calendar Online	5	9	14
5	Review of Web Design	5	9	14
6	Communicating Policies-Students/Parents	9	5	14
7	Course Syllabus-online (TeacherWeb)	1	9	10
8	Transition Communication-6/7, 8/9	9	5	14
9	Senior Portfolio	5	9	14
10	Board/District Goals	9	9	18
11	Student News-Timeliness	*5	9	14
12	Positive News of the District	9	5	14
13	Volunteers in District	5?	5	10

Rating scale is 9 as highest impact. Note that -9 indicates that this was viewed as a high priority but may need to be implemented over a long period of time.