

Communications Committee Meeting Minutes

September 16, 2009

6:00pm

HS IMC

Present: Nancy Konkell, Shelley Mack, Sandy Fischer, Pat Chua, Kathy Miles, Jacque Wichlacz, Doreen Treuden, Mark Becker, Mark Luetschwager, Laurie Steen, Rhonda Gulbranson, Michelle Jensen

Actions:

The committee reviewed the communications list generated from the previous meetings. Using an ease impact chart the communications with the highest priority were compiled in a list. The items were then rated by the committee members for degree of impact on our constituents. This list will be taken back to the administrative team by Michelle Jensen to determine ease of implementation. The list of priorities is shown below.

The next meeting is scheduled for Wednesday, October 7 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 | Benefit |
|-----------------|---|-------------|---------------|------------------|----------------|
| 1 | Student Schedules -MS/HS | | 9 | | |
| 2 | Curriculum Mapping | | 9 | | |
| 3 | Activity Schedule-Clubs | | 5 | | |
| 4 | District Calendar Online | | 9 | | |
| 5 | Review of Web Design | | 9 | | |
| 6 | Communicating Policies- Students/Parents | | 5 | | |
| 7 | Course Syllabus-online (TeacherWeb) | | -9 | | |
| 8 | Transition Communication-6/7, 8/9 | | 5 | | |
| 9 | Senior Portfolio | | 9 | | |
| 10 | Board/District Goals | | 9 | | |
| 11 | Student News-Timeliness | | 9 | | |
| 12 | Positive News of the District | | 5 | | |
| 13 | Volunteers in District | | 5 | | |
| 14 | | | | | |

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.