

Regional School Unit No. 5

17 West Street, Freeport, Maine 04032

Durham

Freeport

Pownal

Communications Subcommittee Report

Date: July 8, 2010

Committee: Communications

Chair: ???

Meeting Dates: July 6, 2010

Members Present: Betsy Peters, Kristen Dorsey, Jane Blais, and Shannon Welsh
With guest Jeff Brazee

Agenda Items and Discussion:

Website Review:

The district technology team and administrators met to discuss the framework, expectations, and responsibilities for school websites. The sites will be created by the end of July. Technology and office staff will be trained during July and August on how to input and maintain information. The goal is to have the new sites up and functioning for the beginning of the 2010-2011 school year.

Three schools, Pownal Elementary; Freeport Middle; and Freeport High, expect teachers to maintain individual websites. Teachers at Durham Community; Morse Street; and Mast Landing will be given the 2010-2011 school year to be trained and encouraged to develop individual sites. They will be expected to have a webpage beginning with the 2011-2012 school year. The Communications committee discussed how to provide support to teachers for the development of websites that are an effective communication tools. This will be a topic of discussion for the year.

Jeff will contact Kristen Stetson for a design discussion of school websites. He will also discuss with her the design of the "Donate" button. Additional feedback from teachers and community members indicate the need for the ability to donate to specific projects or teachers. We plan to design a page that will list projects and names to make it easier for people to target donations.

Communications Review:

The committee discussed ideas for increased communication during the upcoming school year. Two specific ideas were to connect with the school parent groups and development of a community resource booklet. These and other ideas were discussed briefly. Our next meeting will provide further time to develop a plan for meeting with parent groups and discussions with Board members about other communications topics.

Meeting Schedule for 2010-2011:

The Communications committee will typically meet from 3:00-4:00 pm on the Thursday prior to a Board meeting. There will be some variance on the date because of holidays and school vacation weeks.

Next Meeting: August 4, 2010

Press release recommended? Not at this time

Submitted by: Shannon L. Welsh