

Website Communications Committee

March 25, 2021

Notes

Attendance:

Anne Krueger, chair

Kerry Kilber Rebman

Eric Klein

Rocky Rose

Frank Moore

Deanna Thompson

Cindy Morrin

1. Projects with OU developer hours – The District has 26 developer assistance hours that must be used by June 1. A current project is fixing the calendar so it displays properly. Deanna had submitted a list of projects for the developer hours. Once the calendar project is completed, the other projects will be prioritized. Kerry to determine how many developer assistance hours to purchase for 2021-22.
2. District website update – Anne reviewed plans for the new district website and showed a template. The project is progressing quickly and hope to have it completed within 12-20 weeks.
 - a. District directory – Anne showed an example of the new district directory that will be purchased from Modern Campus. Discussion about who updates the current staff directory. Frank said he had a document describing the process and will forward it to Kerry for review. Kerry to let the committee know who people should contact if they need something changed in the directory.
3. Website style guide – Lorena sent a copy of the style guide with her edits just before the meeting. After review, Anne will put the style guide in OneDrive so it can be edited.
4. Next meeting date April 22, 2021 at 10 a.m.