SCHOOL DISTRICT OF WEST ALLIS-WEST MILWAUKEE, ET AL.
WAWM Activity & Fitness Center (AFC) | (414) 604-3005
2nd Floor - Room 220
1300 S. 109th St. | West Allis, WI 53214

COMMUNICATIONS & ENGAGEMENT
BOARD COMMITTEE MEETING MINUTES

September 28, 2026
5:00 PM

1. **Call to Order**
   The meeting was called to order at 5:00 p.m.

2. **Roll Call**
   The following were present at the meeting:
   - John Verbos, Chair
   - Jane Carr, Vice Chair
   - Rebecca Lee, Committee Member
   - Carolyn Hahn, Director of Communications and Engagement

3. **Adoption of Agenda**
   Motion by Jane Carr to adopt the agenda as posted, seconded by Rebecca Lee.

4. **Approve Minutes from the Last Meeting**
   Motion by Jane Carr to approve the minutes of the August 24, 2026 meeting, seconded by Rebecca Lee.

5. **Public Comments**
   None

6. **Old or Unfinished Business**
   None

7. **New Business**

7.1. Website Platform Overview: Features & Customization

- We reviewed the website, specifically how each school site can customize it. Overall, there are 14 school sites plus the District and RCS site. In total, 40 website developers oversee these sites.
- Main Page Components
  - Links:
    - Quick Links (top right): Schools cannot change those, but can modify what is in them.
    - Right side links (tabs): Some tabs are pushed out from the district. Schools can add their own as needed.
    - Socials links: Added by the district and customized to each school.
    - Links (bottom): Schools cannot change
  - Welcome Message: Customized by each school
  - Reel of photos in background: Customized by each school
  - News & Announcements: Many are pushed out from the district, but schools can post as well
  - Events: Customized by each school (connects directly to their calendar)
  - School Motto: Customized by each school

- Fast Facts: Customized by each school. They are hard-coded through Edlio so the district facilitates getting new Fast Facts each November (after report card release) and June (after the school year ends).
- Picture collage at bottom: Customized by each school

8. Items to be Considered for Future Discussion

- The Student Voice

9. Adjournment

Motion by Jane Carr to adjourn the meeting at 5:27 p.m., seconded by Rebecca Lee.