

Site Council Minutes

4/13/21

Virtual Meeting via Webex

Attendees: Jared Comfort, principal

Amy Shellhorn, secretary and PIF

Travis Harrod , chair and parent

Amber Baranski, vice chair and parent

Trina Ramirez, parent

Agenda:

Welcome and approval of minutes from last meeting:

The minutes from February were approved and accepted by acclamation

Definitions of roles for PTA and Site Council:

We defined the role of site council with the following definition which is also available on our school website and was recently sent home in the school newsletter: *The purpose of Schwegler Site Council is to provide advice and counsel in evaluating state, district, and school site performance goals and objectives. Site council makes recommendations, not decisions.*

PTA is generally more focused on community building, social events, and fundraising in order to provide for teachers, staff and the school. PTA is parent led and can vary from year to year and school to school within the district based on the current parent leadership. PTA also recently had information in the school newsletter about their initiatives and their budget.

We did discuss and it was suggested that we make a big push in the fall to recruit some new Kindergarten families to site council and PTA. Parents commented that it was helpful to have the update about site council and PTA in the school newsletter.

Updates on documenting Schwegler's Equity and AVID work:

Staff shared the information that is on the Schwegler school website under the "Initiatives" tab from the home page. Highlighted the protocol that we use as a staff with students, and an overview and the goals of AVID. Parents were happy with the information. It was suggested that we may consider removing the title of the book we are using as a staff for Equity work and this will be brought to our building level E-team for discussion and decision. Another suggestion was talking with the district about accessibility issues with our website (consideration for hearing and visual exceptionalities). See the additions on page 2 of these minutes from the District addressing accessibility questions*. We will also put information about the website and AVID and equity work in our fall 2021 back to school newsletter.

We will meet for our last meeting of the school year on May 11th at 5:30 pm via Webex.

*Blackboard, our website CMS provider, ensures that the platform is accessible to users of all abilities, in accordance with Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and U.S. Section 508 standards. (There is a WCAG Overview but its language gets pretty technical: <https://www.w3.org/WAI/standards-guidelines/wcag/>). Our website is a template-based platform that provides consistency in user experience across all pages, including full support for keyboard navigation. Text can be resized 200% without loss of content or functionality. And, notice the high contrast option in the upper-left corner of all webpages.

Problems can and do occur when individuals adding designs and content to our websites don't use the template default settings, such as by changing text to a color that doesn't have high contrast with the page background (e.g. yellow, orange, other light colors on light backgrounds), animating text or images, failing to enter appropriately descriptive alt. text for images, adding empty or broken links, etc.

Some general rules of thumb:

Any text must be of high contrast with the background color.

All links must be a full description of the action being taken by clicking the link, such as "Review the student handbook," "Sign up for classes," or "Read the class schedule" instead of "Click here," "Read more," or "Here."

Links should not be the actual urls, such as www.sunflowerleague.com. They should be descriptive of the action taken by clicking the link, such as "View our athletics schedules and cancellations."

If using an image as a link, again, the alternative or alt. text for the image should be descriptive of the action taken by clicking the image/link, such as "athletics schedule" instead of "Click here."

If there is an image posted that includes text on it, the alt. text should also include the basic text from the image, such as if an image said "Call 832-5000 for more information," the alt. text for the image should say the same thing.

If the image is just a decorative image (cute kids playing outside), the alt. text can just describe the image, such as "students play at recess."

Use "Save to PDF," rather than "Print to PDF" if adding PDFs to the website.

The beauty of Blackboard is that we can have so many content creators working on our sites instead of everything being funneled through a webmaster. That is also a challenge with Bb! We have to try to keep track of who is working on our websites and provide basic training (an area we could definitely improve!).

We can run WAVE (free online tool) scans of specific pages to identify accessibility issues. And, when we see something that is out of whack, we fix it.

You'll see "Please contact USD497Info@usd497.org about web accessibility issues." in the footer of all of our webpages. We have had one OCR complaint regarding website accessibility since I've been in this position (23 years). It was quickly and easily resolved by making minor corrections to a few pages.

-This information was provided by Julie Boyle Executive Director of Communications of Lawrence Public Schools