

**Board of Education, Ellington CT
Policy Committee Meeting Minutes**

The Policy Committee of the Ellington Board of Education met on Tuesday, October 23, 2018 at 6:00 p.m. in the School Administration Building, 47 Main Street, Ellington, Connecticut.

Attendees: Dr. Scott Nicol, Superintendent of Schools, Mr. John Collins, Director of Technology

Committee Members: Ms. Kerry Socha, Ms. Liz Nord, Ms. Tracey Kiff-Judson (ex officio), Ms. Kris Picard-Wambolt

Absent Committee Members: Mr. Michael Purcaro, Dr. Jaime Foster

Call to Order: The meeting was called to order at 6:01 p.m. by Ms. Picard-Wambolt.

Citizens & Staff Forum: No one addressed the committee.

Discussion Items:

1. Continued Discussion of Policy 3520.13 – Student Data Privacy

This is a new mandatory policy. It has been the subject of many committee discussions during the past several years. Tonight, Mr. Collins presented the committee with a CAFE sample policy that he has thoroughly reviewed, amended as necessary, and recommends the Board adopt. Mr. Collins briefed the committee on the state legislation and subsequent changes that has directed the development of this policy. It allows for the Board to enter into contract with a third party to provide services for the storage, management, and retrieval of student records. Furthermore, it allows for the Board to enter into contract with a third party to provide digital educational software that authorizes such to access, store, and use student records in accordance with contractual provisions. The policy outlines all steps necessary to be compliant with the law regarding any data that which can identify a student. Mr. Collins assured the committee that the district has been and continues to be compliant. He stated it is constant and ongoing but has become a part of normal workflow.

A motion was made to recommend to the full Board acceptance of Policy 3520.13 – Data-Based Information and Management Systems – Student Data Protection and Privacy/Cloud-Based Issues as presented.

First: Ms. Socha Second: Ms. Nord

VOTE: Unanimous. The motion passed.

2. Anticipated Executive Session-Policy Regarding School Safety and Security

A motion was made that the committee vote to enter into Executive Session for the purpose of discussing matters pertaining to school safety and security, and invite Dr. Scott Nicol, Superintendent of Schools, into the Executive Session.

First: Ms. Nord Second: Ms. Socha

VOTE: Unanimous. The motion passed.

The committee entered into Executive Session at 6:17 pm.

The committee exited Executive Session at 6:39 pm.

3. Discussion of Policy 5144.1 – Use of Physical Force – Exclusionary Timeout

Due to the unavailability this evening of Dr. Kristy LaPorte, Director of Special Services, this item was tabled until our next Policy Committee meeting.

4. Discussion of Policy 4112.5 - Security/Fingerprinting

This is an existing policy that is being revised due to legislative changes. The policy has been amended to include language exempting from the fingerprint requirement a district student employed by the district or anyone who is not required to hold a teaching certificate and is employed by the Board as a teacher for a non-credit adult class or adult activity.

A motion was made to recommend to the full Board acceptance of Policy 4112.5 - Security/Fingerprinting as presented.

First: Ms. Nord Second: Ms. Socha

VOTE: Unanimous. The motion passed.

5. Upcoming Policy Discussions for November Meeting

Dr. Nicol informed the committee that next month he will be presenting for committee discussion several policies including Policy 5141.21 – Administering Medication, Bylaw 9320 – Board Member Orientation, and Policy 4212.42 – Drug and Alcohol Testing for School Bus Drivers.

Old Business/New Business:

A newer committee member had some questions and concerns about Policy 5145.12 – Search and Seizure. This policy was discussed at length quite recently, yet before this committee member joined the committee. She voiced her concerns which lead to a committee discussion and her questions were answered.

Adjournment:

A motion was made by to adjourn the meeting.

First: Ms. Socha Second: Ms. Nord

VOTE: Unanimous. The motion passed.

The meeting was adjourned at 6:59 p.m. by Ms. Picard-Wambolt.

Respectfully submitted by _____
Kris Picard-Wambolt, Policy Committee Chair