


**New Milford Board of Education
 Policy Sub-Committee Minutes
 May 17, 2016
 Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
 Mrs. Wendy Faulenbach
 Mr. Dave Littlefield
 Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Superintendent-Elect
 Ms. Ellamae Baldelli, Director of Human Resources
 Ms. Roberta Pratt, Director of Technology

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| 1. | Call to Order The meeting of the New Milford Board of Education Policy Sub-Committee was called to order at 6:45 p.m. by Mr. Schemm. | Call to Order |
| 2. | Public Comment <ul style="list-style-type: none"> • There was none. | Public Comment |
| 3. | Item of Information A. Human Resources Use of LiveScan <ul style="list-style-type: none"> • Ms. Baldelli said the memorandum of understanding for this program is a “take it or leave it” document which cannot be changed. She said there is money budgeted for the machine and it would be beneficial to use since fingerprinting is currently done with ink which does not always take and requires a longer time for results. She said this project is in a holding pattern at the moment because the state is changing vendors which could take up to two years. She is working with them to push through the district’s request but is not optimistic. • Mrs. McInerney asked if the money could be rolled over to next year if not used for this project and Ms. Baldelli said it could not. • Mr. Smith said, in a case like this, a line item adjustment will be requested to use the money in another capacity. | Item of Information A. Human Resources Use of LiveScan <div style="text-align: center;">  RECEIVED TOWN CLERK 2016 MAY 19 P 1:32 NEW MILFORD, CT </div> |

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| <p>4.</p> <p>A.</p> | <p>Discussion</p> <p>Policies for Review</p> <ul style="list-style-type: none"> • Mrs. Faulenbach asked why these policies were chosen for discussion. • Mr. Smith said that there is a great deal of work at the state level on standards based assessment and mastery based learning which may impact the current policies we have regarding how we grade, report etc. The policies are brought for review to see what adjustments, if any, the committee may want to make in the future. • Mrs. Faulenbach asked to clarify that the changes are not required by legal statute but would be philosophical in nature and Mr. Smith said that is correct. <p>1. 5121.2 Eligibility for Honor Rolls</p> <ul style="list-style-type: none"> • Mr. Smith said this policy leads to a discussion of what we want to recognize for achievement as a district and how we ensure calibration amongst teachers for equity. Right now we have three levels of honor roll which leads to very close differentiation. Some districts are moving to the opposite extreme where they are getting rid of gpa (grade point average) and other single points of measurement altogether. • Mr. Littlefield said the honor roll does not consider the level of the course either so some students taking more challenging courses place lower. Mr. Smith said in a worst case that can lead to students electing not to take the more challenging courses so as not to take the chance of affecting their gpa or making the honor roll. • Mr. Schemm said he has an issue with the crudeness of the numeric absolute required of teachers. He is also concerned about FERPA rights too of listing student names in the published honor roll. • Mrs. Faulenbach said she thought it was a good | <p>Discussion</p> <p>A. Policies for Review</p> <p>1. 5121.2 Eligibility for Honor Rolls</p> |
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time to have this discussion and that she would be interested in seeing what other districts are doing and whether or not their policies have been updated. Staff and parents could be asked for recommendations as well. Then the committee could discuss if changes need to be made.

2. 5124 Reporting to Parents/Guardians – Report Cards

- Mr. Schemm said this policy is being reviewed primarily due to the advent of the parent portal.
- Mr. Smith said the policy refers to a homework hotline which the district no longer offers. He also questioned whether progress reports were needed any longer in schools that have the parent portal which parents can access daily. He said currently the policy does not mention the online grading system or define any expectations associated with it.
- Mr. Littlefield asked if every teacher is required to use the parent portal. Mr. Smith said SMS and NMHS teachers are required to enter grades. At the elementary level it is primarily attendance data for now with work being done to add assessment in the future.
- Mrs. Faulenbach asked if suggested changes would be incorporated in next year's student handbook and Mr. Smith said changes would require a longer conversation over several meetings.
- Mrs. McInerney said she would like any policy revisions referencing technology to be generalized in nature versus mentioning specific forms since technology grows so quickly.
- Mrs. Faulenbach said policies ideally provide a broad overview for the district's constantly evolving structure.

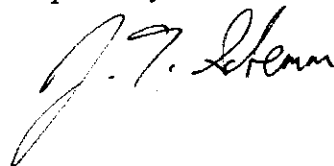
2. 5124 Reporting to Parents/Guardians – Report Cards

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| <p>3. 6141.322 Computers: Web Sites/Pages</p> <ul style="list-style-type: none"> • Mr. Smith said this policy currently does not mention the parent portal, teacher websites or social media. He said the language is not necessarily representative of current culture. • Mrs. McInerney noted that the policy was last reviewed in 2004. She noted that it specifies that no student pictures are allowed on sponsored webpages and asked if this is a problem for twitter use. • Mr. Smith said the district wants to encourage staff to provide communication quickly and frequently but currently there are no guidelines. • Mr. Schemm suggested CABA be contacted for legal guidance. • Mrs. Faulenbach agreed and suggested the Board attorney be contacted as well. She also suggested that we reach out to other districts to see how we compare with what they are doing. • Mr. Schemm said he thinks the district is ahead of the curve in its use of social media and is doing it well but we should get guidance to be cautious. • Mrs. McInerney said she too is proud of what the district is doing in this area and just wants to ensure we are following privacy guidelines. • Mrs. Faulenbach said she had previously served on district technology committees and asked if there is one now. Mr. Smith said he and Ms. Pratt are looking at restructuring the committee to smaller school/grade based groups. <p>4. 5131.81 Electronic Devices</p> <p>B. Regulation for Review</p> <p>1. 5131.81 Bring Your Own Device (B.Y.O.D.)</p> <ul style="list-style-type: none"> • Mr. Schemm said the policy has an accompanying regulation as well. Mr. Smith said the Board sets policy and then the administrative regulation flows from that. | <p>3. 6141.322 Computers: Web Sites/Pages</p> <p>4. 5131.81 Electronic Devices</p> <p>B. Regulation for Review</p> <p>1. 5131.81 Bring Your Own Device (B.Y.O.D.)</p> |
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| | <ul style="list-style-type: none"> • Mr. Schemm suggested we look at other district's policies in this case, similar to what we are doing with those previously discussed this evening. • Mr. Smith said he attended a CAPSS Technology Committee meeting in Hartford today. CAPSS is working on a technology report research document concerning emerging and sunsetting technology in schools that should be released in the fall and will provide some guidance in this area. • Mrs. McInerney asked how changes would be incorporated with students who already sign a use agreement. Mr. Smith said disciplinary structures and classroom management are used to help with implementation of the policy and regulation. | |
| <p>5.</p> | <p>Public Comment</p> <ul style="list-style-type: none"> • Lisa Mosey, a teacher at SMS, said what is missing from the discussion tonight is that the Board doesn't see what the teachers see on a daily basis. She said teachers embrace technology in the classroom but student phones cause daily issues that are difficult to deal with. She said phones should be in lockers not class. • Jill Ross, a teacher at SMS, said the students now have watches that they can use to take pictures of exams, resulting in cheating, and that is very frustrating. • Angela Herdter, a teacher at SMS, said the students are using their devices to bully other students over social media, starting in school and then continuing when they go home. She said the phones should be put away in lockers. She said trying to control their use takes away valuable lesson time and they can use other technology for the same things. She said current usage is allowing students to damage each other in school. • Christine Cahalane, a teacher at SMS, said phones create a climate in the classroom that is | <p>Public Comment</p> |

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| | not academic worthy, creating distractions with social media, and phones should be put away in lockers. | |
| 6. | Adjourn Mrs. Faulenbach moved to adjourn the meeting at 7:37 p.m. seconded by Mrs. McInerney and passed unanimously. | Adjourn Motion made and passed unanimously to adjourn the meeting at 7:37 p.m. |

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee