

Public Notice of Meeting
WILTON-LYNDEBOROUGH COOPERATIVE
POLICY COMMITTEE MEETING
Thursday, October 20, 2022 Meeting Minutes
Wilton-Lyndeborough Cooperative MS/HS-Library
7:00 p.m.

Videoconferencing: meet.google.com/vnk-ddtr-uyy

Audio: [+1 470-655-0226](tel:+14706550226) PIN: 616 283 303#

Attending Members: *Committee Chair, Brianne Lavalley and new committee member, Jonathan Vanderhoof (replacing Darlene Anzalone) also in attendance, Technology director Nicholas Buroker*

Remotely Attending members: Alex LoVerme and Tiffany Cloutier-Cabral. Also in remote attendance, Superintendent Peter Weaver.

I. CALL TO ORDER at 7:00pm

II. REVIEW MEETING MINUTES

a. 8/18/22 *Motion to approve by Tiffany, seconded by Alex, approved by roll call vote with three ayes and one abstention from Mr. Vanderhoof.*

b. 09/15/2022 *tabled until the next meeting*

III. OLD BUSINESS

a. GBJ-R - Personnel Records GBJ was reviewed and withdrawn when it was reviewed in February 2022. Due to the removal of GBJ the only recommendation for GBJ-R is to remove the wording “see GBJ” from policy GBJ-R.

b. EHAB - Data Governance and Security *Data Governance policy.* Attorney Will Phillips answered that the policy should have been adopted in 2015 as it is required as of that year. A Data Governance Policy Plan should have been submitted no later than 2019 and a review of the policy should have occurred no later than one year from that (2020). Sections A + B will be a time consuming endeavor; however, the rest should be fairly simple to write and implement according to Nick who recommends removing the 2019 date and replacing it with, by June 30th. Mr. Vanderhoof asked what training would be involved. Mr. Buroker answered that mandatory FERPA training would change from one course to three courses. Ms. Lavalley stated that we also need to make sure that the plan’s yearly review by the Board is on the yearly review schedule. I believe Kristina keeps a list of these policies/procedures.

c. Policies awaiting Board Adoption/Review:

i. IHAM - Health Education & Exemption From Instruction IHAM and IHAM-R have new minor changes to align the wording in the two documents; one used the term for religious reasons and one had that term removed. Discussion was had regarding should we align the titles too. Discussion was had regarding slips, trips and falls and bloodborne pathogen education required. *A motion was made to move forward this policy which is ready for board review.*

ii. IHAM-R - Health and Sex Education Exemption/Objectionable Course Material:

Opt-Out Form per the discussion above, committee will exchange word religious to other objections as this serves the same purpose. Remove words on social media and websites. Parents will receive communication via email. Mr. Vanderhoof asked what course material will be used. No answer at this time from Administration. Remove or change redundant wording in the last paragraph. *Motion to make said changes was made by Tiffany and seconded by Bri, unanimously approved via roll call vote.*

Motion to adjust the agenda made by Ms. Lavallee, seconded by Mr. LoVerme to move the tech policies up so that Mr. Buroker may be dismissed afterward. Approved by unanimous roll call vote

c. Technology Policies First Drafts

i. EHAA - Computer Security, E-mail and Internet Communications

Paragraph 13 is an added paragraph. Mr. Buroker recommends removing the last sentence in section 7, Also remove line #12 related to personal disks which have become irrelevant.

Also remove line #3 as to whether or not it should be there and the consensus is that we keep it as is. keep it. Conversation continued about lines 7, 8, and 9, specifically, is line 8 necessary. Mr. Buroker believes it is. The conversation around line 6, Mr. Buroker stated that student accounts are monitored with a system called Securely provided by the district. Some language may be added for clarification. The committee agreed that clarification around lines 7 and 9 would also be helpful. Line 8 does not appear necessary.

The policy will require re-numbering and then another review at the next meeting.

ii. GBEF-R - Acceptable Internet Use Procedures-Staff

This is another policy with old language and references to materials that are no longer used such as CD roms, however, policy GBEF does not include these references. Mr. Buroker advised as tech is constantly evolving, these policies will need to be reviewed frequently. Superintendent noted that clip art and similar could be problematic, advising that we take into consideration referencing what is or is not appropriate. Ms. Lavallee will consult Attorney Will Phillips about this. Mr. Buroker advised that any reference to physical media should be removed but the rest of the language could be useful. Leave the phrase new technologies remove stand-alone work stations which no longer exist. Mr. Buroker advised that we leave the part about external drives. Mr. Buroker offered to edit this policy with his recommendations and send it to Ms. Lavallee.

iii. EDC - Authorized Use of School Owned Materials and Equipment.

The committee discussed removing this policy which is no longer required and a new policy is in progress for this. The technology committee is also looking at this.

iii. JI - Student Rights and Responsibilities Ready for board review

iv. JICK - Public Safety and Violence Prevention – Bullying Changes made

align this policy to the required law. Mr. Vanderhoof had questions and Ms. Lavallee reviewed what the committee has gone over in previous meetings. Ms. Lavallee will ask Attorney Phillips about this policy and its reference to electronic devices. Question about RSA-f:4 reference, Ms. Lavallee will ask

Attorney Phillips about where this should be included and how.

v. GBCD - Background Investigation and Criminal Histories Records Check

No new substantive changes will move to Board for approval.

d. Updates from Finance Committee Policies Policies they are currently working on: DAF; EHB/EHB-R; and the related Policies; have them look at a DFGA -Crowd Funding Policy; Emergency Fund Policy. The meeting scheduled for yesterday was canceled so there is no new update.

e. Legislative Updates postponed to next meeting

i. BEDH - Public Participation at Board Meetings postponed to next meeting

IV. NEW BUSINESS

a. Withdrawals

i. GBEC - Drug Free Workplace/Drug Free Schools postponed to next meeting

b. Health Office Policies Audit postponed to next meeting

V. PUBLIC COMMENT no public comment

VI. SETTING NEXT MEETING DATE AND AGENDA

VII. ADJOURNMENT