

**New Milford Board of Education
Policy Sub-Committee Meeting Minutes
December 6, 2022
Sarah Noble Intermediate School Library Media Center**

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NEW MILFORD, CT

Present:	Mrs. Olga I. Rella, Chairperson Mrs. Tammy McInerney Mrs. Leslie Sarich Mr. Keith A. Swanhall Jr.
Also Present:	Dr. JeanAnn C. Paddyfote, Interim Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Mr. Jeffrey Turner, Director of Technology

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 Mrs. Rella.	Call to Order
2.	Public Comment • There was none.	Public Comment
3.	Discussion and Possible Action A. Policies for First Review: 4118.6 Employee Use of the District's Computer Systems and Electronic Communications 5131.9 Student Use of the District's Computer Systems and Internet Safety - Dr. Paddyfote said these policies and accompanying regulations will replace the district's current responsible use policy. Policy 4118.6 relates specifically to employees and will be shared annually. Policy 5131.9 is the student version and will be shared through handbooks and/or annual notifications. Mrs. McInerney moved to bring policies 4118.6 Employee Use of the District's Computer Systems and Electronic Communications and 5131.9 Student Use of the District's Computer Systems and Internet Safety	Discussion and Possible Action A. Policies for First Review: 4118.6 Employee Use of the District's Computer Systems and Electronic Communications 5131.9 Student Use of the District's Computer Systems and Internet Safety Motion made and passed unanimously to bring policies 4118.6 Employee Use of the District's Computer Systems and Electronic Communications and

	to the full Board for first review, seconded by Mrs. Sarich. Motion passed unanimously.	5131.9 Student Use of the District's Computer Systems and Internet Safety to the full Board for first review.
4.	Items of Information A. Regulations: 1. 4118.6R Administrative Regulation Regarding Employee Use of the District's Computer Systems and Electronic Communications 2. 5131.9R Administrative Regulation Regarding Student Use of the District's Computer Systems and Internet Safety • Dr. Paddyfote said these are the companion regulations for the policies discussed earlier. • Mrs. McInerney asked about the highlighted section on page 4 of 4118.6R. • Dr. Paddyfote said since the district does not have a formal social networking policy, the last bullet would be revised using the highlighted section. She said the blank on page 5 will be filled in with the Director of Technology. The notice on page 6 will be posted in staff lunch rooms etc. • Mrs. Rella asked Mr. Turner if students sign a contract for the 1 to 1 devices. • Mr. Turner said they have in the past and continued to do so through COVID but he will be looking at this going forward with new devices. • Mrs. Rella asked if devices were collected over the summer. • Mr. Turner said they are not due to staffing constraints. He said seniors turn their devices back in. • Mrs. Rella asked about breakage. • Mr. Turner said the policy covers most cases. Usually the family is not charged full price since the device is devalued over time. He said	Items of Information A. Regulations: 1. 4118.6R Administrative Regulation Regarding Employee Use of the District's Computer Systems and Electronic Communications 2. 5131.9R Administrative Regulation Regarding Student Use of the District's Computer Systems and Internet Safety

	his staff is able to do repairs internally in many cases. • Mrs. Rella noted that even though the devices devalue, the district would be paying full price for a replacement. She asked if there is a form attached to the policy. • Dr. Paddyfote said the form would be better with the regulation since it is easier to make changes to. She said they will review the current policy to make sure the full package is included with the new policy and regulation.	
B.	Audit of 5000 and 6000 Policy Series • Dr. Paddyfote said the next Policy subcommittee meeting will be in February. She said the committee should discuss how they will proceed with the recommendations in this audit. She said there are many policies recommended for elimination and others for adoption. • Mrs. Sarich said the audit identifies many “no” policies and asked if they are being recommended for elimination. • Dr. Paddyfote said some of them are. The Board currently has many policies that are not required. There is an increased liability with that if the policies are not being followed. Streamlining will help in that area. • Mrs. McNerney agreed that streamlining will make it easier to follow the rules that remain in place. • Dr. Paddyfote said she would recommend starting with the 5000 series, then the 6000 series, followed by the 4000 and 2000 series. She said she is also concerned about the mandatory policies identified that the district does not currently have, such as PPRA. • Mrs. McNerney noted that elections for the Board are coming up in December and the Policy committee make up may be different in February. • Consensus of this evening’s committee was to recommend to the committee members in place	B. Audit of 5000 and 6000 Policy Series

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	in February that they review policy audits of series 5000, 6000, 4000 and 2000 in that order. The committee also recommended an earlier start time for the Policy meeting to allow for expanded time to work through the lengthy review. • Dr. Paddyfote agreed that expanding the meeting time would be helpful to ensure that the work is done by July 1, 2023 so that any changes would be made and disseminated prior to the start of the new school year.	
5.	Public Comment • There was none.	Public Comment
6.	Adjourn Mrs. McInerney moved to adjourn the meeting at 7:13 p.m. seconded by Mrs. Sarich and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:13 p.m.

Respectfully submitted:



Olga I. Rella, Chairperson
Policy Sub-Committee

