

**New Milford Board of Education
Policy Sub-Committee Minutes
March 6, 2018
Lillis Administration Building, Room 2**

Present: Mr. J.T. Schemm, Chairperson
Mr. Joseph Failla (arrived at 7:09 p.m.)
Mrs. Wendy Faulenbach
Mrs. Tammy McInerney

Also Present: Mr. Joshua Smith, Superintendent
Ms. Alisha DiCorpo, Assistant Superintendent

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NEW MILFORD, CT

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 • There was none.	Public Comment
3.	Discussion and Possible Action A. Policy Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311: 1. 6146.2 Statewide Mastery Examinations • Mr. Schemm said this revision was on the agenda last month but tabled for further legal input. There is some redacted language and adjustments due to ESSA language and statute changes, primarily of movement of mastery tests from 10 th grade to 11 th grade. Mr. Schemm noted two references to grade 10 in the draft that should be changed to 11 before approval by the Board. • Mrs. Faulenbach asked if the timeline is okay and Mr. Smith said the structure is already in place and being followed; the policy is being adjusted to reflect that. • Mrs. Faulenbach asked when the statute changed. Mr. Smith said about three years ago but the state is just catching up with structure.	Discussion and Possible Action A. Policy Recommended for Revision and Approval at Initial Board Presentation in accordance with Board Bylaw 9311: 1. 6146.2 Statewide Mastery Examinations

	Mrs. Faulenbach asked if legal had reviewed and Mr. Smith said yes. • Mr. Schemm said CAPT is no longer used at all. In Science it has been replaced by the NGSS Science test, which is being field tested this year. • Mrs. McInerney asked about the ACT test. Mr. Smith said it is an optional test for students and has historically been more prevalent for students interested in western/southern schools. The SAT has been more prevalent in our area. That has been changing somewhat with time. • Mr. Schemm said the new SAT takes some from the ACT in that it requires more knowledge based skill use. • Mrs. Faulenbach asked if any other policies would need to be modified due to the change in statute. Mr. Smith said not that he was aware. • Mr. Schemm referenced Public Act 01-166 which was asking for additional competencies for graduation beyond seat time. Mr. Smith said he would check but he believed legislation since is backing away from that requirement. • Mrs. McInerney asked for clarification that the special education reference requires an IEP and Mr. Smith said that is correct. • Mr. Schemm asked specifically what mastery tests are now required by the state. Mr. Smith said it is Smarter Balanced in the younger grades, the SAT in grade 11 and the NGSS test. These required state assessments are fully funded by the state. • Mrs. Faulenbach said the district pays for students to take the PSAT. Mr. Smith said that is correct; the district used the PSAT as a formative assessment and pays for the 9th and 10th grade versions. He said the district also pays 50% of the AP test fee. • Mrs. Faulenbach said the district requires AP students to take the exam. Mr. Smith said that is correct; the district wants the assessment results to inform future planning.	Motion made and passed unanimously to bring policy 6146.2 Statewide Mastery Examinations to
	Mrs. Faulenbach moved to bring policy 6146.2 Statewide Mastery Examinations with two small changes as discussed to the full Board for approval,	

	seconded by Mrs. McNerney. Motion passed unanimously.	the full Board for approval.
4. A.	Item of Information Regulation Revision: 1. 5125 Student Education Records; Access, Confidentiality, and Amendment - Mrs. Faulenbach said this is on as an item of information as the Board does not approve regulations. - Mr. Smith said this is a very lengthy revision. It is unique in that there is no accompanying policy. Some districts choose to have a very short policy which simply points to the regulation but that is not required. The revision started as a result of statute changes regarding incarcerated parents and unaccompanied youths. It evolved to a more comprehensive description and clarification of student records. The district staff has started a comprehensive audit to determine where and in what form records are currently stored. We will be closing any holes in the guidelines before activating the final changes to the regulation. - Mrs. McNerney noted a few duplications in records referenced. Mr. Smith said they would check these as part of the audit. - Mr. Schemm asked if the district would have any legal exposure if records aren't in a particular file. Mr. Smith said that is part of the audit process. The more clarity provided, the less liability. There are a wide variety of student data categories and requirements for collection. There are staff in all schools and at central office that are responsible for collecting and validating the information. Many of our secretaries are charged with the student records as part of their roles. Right now there may not be consistency from school to school in how records are stored by the individual data entry personnel. - Mrs. Faulenbach asked for clarification on the	Item of Information A. Regulation Revision: 1. 5125 Student Education Records; Access, Confidentiality, and Amendment

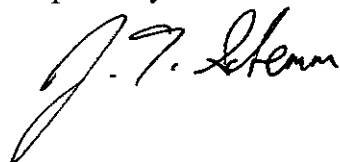
	requirement of 6 years after leaving. Mr. Smith said that would be graduation, or withdrawal. • Mrs. McNerney noted that some records have no state requirement so how would the district determine status. Mr. Smith said that would be part of the audit process and may be determined by where the record is, for example a paper copy or part of the student information system. • Mrs. Faulenbach said the amount of record keeping is staggering, some as long as 50 years. She asked if notification is given before records are destroyed. Mr. Smith said yes, there are state requirements for notification. • Mrs. Faulenbach said she would like an update when the audit is complete. Mr. Smith said they would bring the final version back.	
5.	Discussion A. Policy series 1000 1. 1322 Contests for Students • Mr. Schemm said he had requested input from the committee regarding a review of policies in series 1000 and Mrs. McNerney suggested discussion of 1322. • Mrs. McNerney said she had concerns due to a few recent occurrences and wondered if requests for contests could get out of hand. • Mr. Smith said typically requests start at the building level and then move to him for approval. They do not get many requests and current contests are in general longstanding • Mrs. McNerney asked if feedback is collected on the organization following a contest. She referenced a recent issue with a contest where follow through to the state level did not happen due to an unexpected emergency. • Mr. Smith said anytime they partner with an organization there is feedback of some kind, not always formal. In the case of the referenced contest, the organization made amends with a special invitation to the student for another meeting.	Discussion A. Policy series 1000 1. 1322 Contests for Students

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	• Mrs. McNerney referenced the Kid Sight program and suggested the district might have liability with some false positives resulting from the universal screening. • Mr. Smith said the Kid Sight program would not fall under this policy as it is not a contest, but a public service partnership. Mrs. McNerney suggested the policy governing partnerships be reviewed in the future. • Mr. Schemm said he felt this policy's language was broad enough to not tax the district resources.	
6.	Public Comment • There was none.	Public Comment
7.	Adjourn Mrs. McNerney moved to adjourn the meeting at 7:32 p.m. seconded by Mrs. Faulenbach and passed unanimously.	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:32 p.m.

Respectfully submitted:



J.T. Schemm, Chairperson
Policy Sub-Committee