

**New Milford Board of Education
 Policy Sub-Committee Special Meeting Minutes
 February 6, 2024
 Sarah Noble Intermediate School Library Media Center**

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 2024 FEB - 8 P 2:53
 NEW MILFORD, CT

Present:	Mrs. Leslie Sarich, Chairperson Mrs. Tammy McInerney Mrs. Olga Rella Mr. Dean Barile
Absent:	

Also Present:	Dr. Janet Parlato, Superintendent of Schools Ms. Holly Hollander, Assistant Superintendent Dr. JeanAnn Paddyfote, Project-Based Employee
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1.		Call to Order The New Milford Board of Education Policy Sub-Committee was called to order at 6:45 pm by Mrs. Leslie Sarich, Chairperson.	Call to Order
2.		Public Comment None	Public Comment None
3.	A.	Discussion and Possible Action Policies Recommended for Approval at Initial Reading due to Statutory Changes or Legal Requirement <ol style="list-style-type: none"> 1. 6160 Parent and Family Engagement Policy for Title I Students <p>Mrs. Sarich asked if our schools are Title I schools or if we are a district with students who are Title I. Ms. Hollander answered that 4 of the district's 5 schools are identified as Title I. This is done by the percentage of students who are free or reduced qualified. The threshold is 35% or more students must be on free or reduced to qualify for Title I. Hill and Plain, Northville, SNIS and SMS have met that threshold.</p> <p>Mrs. McInerney asked, if we were not a Title I school, but had students eligible for free or reduced lunch, do those students still get services, or does the school have to be identified</p>	Discussion and Possible Action A. Policies Recommended for Approval at Initial Reading due to Statutory Changes or Legal Requirement <ol style="list-style-type: none"> 1. 6160 Parent and Family Engagement Policy for Title I Students

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	<p>as a Title I. Dr. Parlato stated the district would still get funding.</p> <p>Mrs. Rella asked what makes the school eligible for Title I grants. Dr. Parlato stated districts are eligible for Title I grants, even if you are not a Title I school, but when you hit the 35%+ it gives you more requirement to have full programming instead of just programming for individual students. The policy is really about making sure the district engages families in the programming offered, particularly improving fundamental reading and math skills. Ms. Hollander stated she is setting up information sessions that will be sent out to families to explain what it means to be a Title I school. Mrs. Sarich asked if the information would go to every parent. Ms. Hollander stated yes, normally it would be the families/kids needing the information, but at this point she would like to educate all the families in the district. Mrs. McInerney stated she is glad families are applying for free/reduced lunch again because the district wasn't able to identify as Title I before, because no one was applying.</p> <p>Dr. Parlato stated approximately 3-4 years ago, if a family qualifies for SNAP, they automatically qualify for free lunch..</p> <p><i>Mrs. McInerney moved to approve policy 6160 at initial reading due to statutory changes or legal requirement. Seconded by Mrs. Rella.</i></p> <p>B. Policies Recommended for Initial Reading</p> <ol style="list-style-type: none"> 1. 2500 Policy Regarding Retention and Disposition of Records and Information 2. 4118.6 Policy Regarding Employee Use of the District's Computer Systems 	<p>Motion made and passed unanimously to approve policy 6160 at initial reading due to statutory changes or legal requirement.</p> <p>B. Policies Recommended for Initial Reading</p> <ol style="list-style-type: none"> 1. 2500 Policy Regarding Retention and Disposition of Records and Information
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	<p>4218.6 and Electronic Communications</p> <ol style="list-style-type: none"> 3. 5131 Student Discipline 4. 5131.81 Use of Private Technological Devices by Students 5. 5131.9 Policy Regarding Student's Use of District Computers Systems and Internet Safety 6. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum 7. 6144 Equitable Identification of Gifted and Talented Students <p>2500: Mrs. Sarich asked if the district has approval from OPRA for a digitization policy. Dr. Parlato stated there has been inconsistent practice in the district so the district is going to maintain paper records. She also stated the district follows the records retention schedule. Mrs. Sarich asked why the district is not digitizing records. Dr. Parlato explained one reason is cost. The second is, when documents are scanned, the quality can be poor, and until the technology improves, it is cost prohibitive.</p> <p>Mrs. McInerney asked how so many records are stored. Dr. Parlato stated that cumulative records do not take up much space. Mrs. McInerney noted for some special education students the files can be big. Mrs. Rella mentioned the district only has to keep them until the student turns 24. Dr. Paddyfote confirmed it is 7 years.</p> <p>4118.6 and 4218.6: Mrs. Sarich asked if the policy was posted. Dr. Parlato said yes. Mrs. Rella noted that employees also have to acknowledge that they read it. Mrs. McInerney asked why there are two policy numbers. Dr. Paddyfote stated one is for certified staff and one is for non-certified staff. Some policies are only for certified staff. Dr. Parlato noted there</p>	<ol style="list-style-type: none"> 2. 4118.6 Policy Regarding Employee Use of the District's Computer Systems 4218.6 and Electronic Communications 3. 5131 Student Discipline 4. 5131.81 Use of Private Technological Devices by Students 5. 5131.9 Policy Regarding Student's Use of District Computers Systems and Internet Safety 6. 6141 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum 7. 6144 Equitable Identification of Gifted and Talented Students
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	<p>will be revisions when it comes to Artificial Intelligence (AI) over time. Mrs. McInerney noted the district will have to try and be ahead of it.</p> <p>5131: Mrs. Sarich asked if this was being updated for AI. Dr. Parlato stated yes, but includes language about AI and positive reinforcement for student behavior.</p> <p>5131.81: Mrs. McInerney noted these were recently reviewed. Dr. Parlato clarified that it is adding AI and making sure students understand a device may belong to a student but when it is in school it is still governed by policies of the BOE.</p> <p>5131.9: No questions.</p> <p>6141: Mrs. McInerney stated she is glad this policy is in place because it helps the Multi Language Learner (MLL), and asked what can be done to assist students that have to get through the language barrier in advanced courses. Dr. Parlato stated General Education teachers have strategies and there are other supports such as an MLL teacher.</p> <p>6144: Ms. Hollander stated this helps look at giftedness in multiple ways. Dr. Parlato stated the district may identify up to 10% of the student population as Talented and Gifted (TAG). Mrs. McInerney noted the district is lucky to have a TAG program.</p> <p><i>Mrs. Rella moved to bring the above policies to the board for initial reading. Seconded by Mrs. McInerney.</i></p> <p>C. Policies Recommended for Deletion Once Policies in 3.A are Approved</p> <p>1. 6171.41 Title I Programs</p>	<p>Motion made and passed unanimously for Policies Recommended for Initial Reading to be brought to the Board for review.</p> <p>C. Policies Recommended for Deletion Once Policies in 3.A are Approved</p>
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	<p>2. 6141.7 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p> <p>Mrs. McInerney stated the Board is not getting rid of these policies, but cleaning them up since they are woven into other existing policies.</p> <p><i>Mrs. McInerney moved to bring the above policies Recommended for Deletion to the full Board for deletion. Seconded by Mrs. Rella.</i></p>	<p>1. 6171.41 Title I Programs 2. 6141.7 Policy Addressing Enrollment in Advanced Course or Program and Challenging Curriculum</p> <p>Motion made and passed unanimously for the following policies to be brought to the Board for deletion.</p>
<p>4.</p>	<p>Items of Information</p> <p>1. 2500 R Administrative Regulations Regarding Retention and Disposition of Records and Information</p> <p>2. 4118.6 R Administrative Regulations Regarding Employee Use of the District's</p> <p>4218.6 R Computer Systems and Electronic Communications</p> <p>3. 5118.1 R Administrative Regulations Regarding Homeless Children and Youth</p> <p>4. 5131 R Administrative Regulations Regarding Student Discipline</p> <p>5. 5131.9 R Administrative Regulations Regarding Student's Use of the District's Computer Systems and Internet Safety</p> <p>6. 6141 R Administrative Regulations Regarding Enrollment in Advance Course or Program and Challenging Curriculum</p> <p>Mrs. McInerney stated the district does a good job with leaving the "meat" to the regulations because it's a cleaner way to handle it. She</p>	<p>Items of Information</p> <p>1. 2500 R Administrative Regulations Regarding Retention and Disposition of Records and Information</p> <p>2. 4118.6 R Administrative Regulations Regarding Employee Use of the District's</p> <p>4218.6 R Computer Systems and Electronic Communications</p> <p>3. 5118.1 R Administrative Regulations Regarding Homeless Children and Youth</p> <p>4. 5131 R Administrative Regulations Regarding Student Discipline</p>

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		thanked Dr. Paddyfote. Mrs. Rella stated she supports the new language used in many of the policies because it is clear.	<p>5. 5131.9 R Administrative Regulations Regarding Student's Use of the District's Computer Systems and Internet Safety</p> <p>6. 6141 R Administrative Regulations Regarding Enrollment in Advance Course or Program and Challenging Curriculum</p>
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5.		Public Comment None	Public Comment
6.		Adjourn <i>Mrs. Rella moved to adjourn the meeting at 7:05 pm, seconded by Mr. Barile and passed unanimously.</i>	Adjourn Motion made and passed unanimously to adjourn the meeting at 7:05pm.

Respectfully Submitted,



Mrs. Leslie Sarich, Chair