

Minutes

Policy Committee Meeting
Waterford Board of Education
15 Rope Ferry Road
January 30, 2014

Present: Ms. Cote, Mr. Kenney, Mrs. McCarty, Mrs. Nazarchyk

Absent:

Staff: Mr. Powers, Assistant Superintendent

Mrs. McCarty established a quorum and called the meeting to order at 5:40 p.m.

Motion: That the Policy Committee approve the minutes of December 12, 2013.
Kenney, Cote: 3-0

The committee first discussed policy 6162.51 – Surveys of Students. Questions that arose at the last meeting were answered and the committee agreed that this policy may now move to the Board of Education for a first reading.

The committee next discussed policy 1700 – Otherwise Lawful Possession of Firearms on School Property. The committee discussed potential situations where a firearm might be allowed. After the discussion, the committee decided to gather further information on policies of other districts. This revised policy will come back to the committee at its next meeting.

The next policies up for discussion were 6141.3211 – Retention of Electronic Records and Information and 6141.321 – Holds on the Destruction of Electronic Information and Paper Records. It is proposed that these policies be renumbered to 2300 and 2301, respectively, so that they are in the appropriate series. The main changes to the retention policy was the automatic process for deleting electronic records is extended to a sixty month rolling period, as recommended by the Director of Technology. Additionally, the policy regarding holds on records now contains a sample notice to be used in the case of a litigation hold. Both of these policies will move to the Board of Education for a first reading.

Motion: That the Policy Committee adjourn its meeting at 6:33 p.m.
Nazarchyk, Kenney: 3-0

Respectfully submitted,
Mrs. Kathleen McCarty
Recording Secretary