

**CITY OF NORWALK  
BOARD OF EDUCATION  
POLICY COMMITTEE MEETING  
JULY 21, 2015**

ATTENDANCE: Heidi Keyes, Chair; Sherelle Harris, Artie Kassimis, Shirley Mosby

STAFF: Brenda Williams, Director of Communications;  
Ralph Valenzisi, Director of Information/Technology

OTHER Bruce Mellion, NFT; Joe Giandurco, Ponus; Suzanne Koroshetz, BMHS

Call to Order

Ms. Keyes called the meeting to order at 6:00 p.m. and stated that Committee members were in attendance as listed above, and a quorum was present.

Discussion: Student Records/Directory of Information – Policy 5125

Ms. Williams presented the current policy and proposed draft outline with recommended changes as follows:

a. "Directory Information" means information that would not generally be considered harmful or an invasion of privacy if disclosed. The following information is hereby designated as Directory Information and may be disclosed without the prior consent of a parent or eligible student:

- Parent or guardian's name and email address
- The student's name, address, and telephone number
- The student's photograph/yearbook
- The student's dates of enrollment
- The student's grade level
- The student's participation in officially recognized activities and sports
- The student's weight and height as a member of an athletic team
- Degrees, honors and awards received by the student
- Alumni parent or student addresses

A parent or eligible student may refuse to allow Norwalk school officials to designate any or all of the above listed types of information as directory information. Any such refusal must be made in writing to and must be received by the principal within 15 days of the annual notification.

9. Annually informing parents under what conditions that their prior consent is not required to disclose information.

10. Notifying parents of secondary school students that it is required to release the student's name, address and telephone listing to military recruiters and institutions of higher learning upon request.

There was discussion over concerns with releasing of information and methods of opt-in or providing parent consent or permission agreements. It was agreed to only release student name and to remove the address and phone number from the “directory information” release form.

(a) An educational agency or institution may disclose directory information if it has given public notice to parents of students in attendance and eligible students in attendance at the agency or institution of:

(1) The types of personally identifiable information that the agency or institution has designated as directory information;

(2) A parent's or eligible student's right to refuse to let the agency or institution designate any or all of those types of information about the student as directory information; and

(3) The period of time within which a parent or eligible student has to notify the agency or institution in writing that he or she does not want any or all of those types of information about the student designated as directory information.

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There was further discussion on making modifications to the emergency card form to include a specific section for sharing of e-mail addresses.

Principal Koroshetz explained the time consuming job of verification and entering all of the emergency card information and the cumbersome process involved. She suggested that a more efficient method would be to print out the information that is in Power School and mail home to parents for changes to be made.

There was discussion on the timing involved and whether this can be done with the opening of school mailing. It was agreed that a separate mailing would elevate the importance of the new policy and encourage more parents to sign up of emails and authorize the release of information.

It was agreed to have these modifications made and brought back for further review to the next meeting.

Discussion: Information Technology Policies

Protocol for the Use of Technology in the Schools; Bring Your Own Device BYOD-  
Policy Computers: Websites/Pages (6141.322)

Updates to Telecommunications/Internet – Acceptable Use (6141.321);

Internet Acceptable Use: Filtering (6141.323) Electronic Resources.

Mr. Ralph Valenzisi provided proposed changes to the policy as follows:

## **Bring Your Own Device (BYOD) and Protocol for the Use of Technology in the Schools**

As new technologies continue to change the world in which we live, they also provide many new and positive educational benefits for classroom instruction. To prepare students as 21st century thinkers and learners, students in the Norwalk Public School District are now encouraged to bring their own technology to campus.

*(Alternate language to the above paragraph)*

(Alternate #1) The Board of Education is committed to aiding students and staff in creating a 21st century learning environment. Therefore students and staff will be permitted to access the District's wireless network with their personal devices during the school day. With teacher approval, students may use their own devices to access the Internet and collaborate with other students.

(Alternate #2) Technology use is everywhere in our world today. The Board of Education believes schools should play a role in teaching students to use technology appropriately. Rather than banning the devices the District's students use in their daily lives, the same devices they will soon come to rely on in their future professional lives, it is important to guide them in developing the skills needed to be productive digital citizens, by bringing their own technology to campus.

### **Definition of "Device"**

A "device" as part of this protocol is a piece of privately owned and/or portable electronic handheld technology that includes emerging mobile communication systems and smart technologies, laptops and netbooks, and any technology that can be used for wireless internet access, word processing, image capture recording, sound recording and information transmitting, receiving, and storing.

Internet

There was discussion of BYOD, Bring Your Own Device. Mr. Valenzisi explained the complications involving use of the internet, complications of security and filters.

There was discussion on legal search of students when there was suspicion of theft of a cell phone and an exchange of comments and dialogue on student rights. Mr. Kassimis noted that this was discussion was beyond the scope of the policy. Ms. Keyes suggested that due to the limited amount of time, that the focus be kept on computer devices.

Mr. Giandurco spoke about the complexity of printing out homework and there was a discussion on the need for printers and a better system.

It was agreed that, further modifications would be made, and the item will remain on the agenda for further discussion and recommended changes for next month.

### Adjournment

**\*\* MR. KASSIMIS MOVED TO ADJOURN.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,  
Marilyn Knox,  
Telesco Secretarial Services

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Board of Education  
July 21, 2015  
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