

Meeting Title: <b>Policy Committee Meeting</b>	Meeting Date: <b>Oct. 27, 2014</b>
Meeting Location: <b>KOSD Board Room</b>	Meeting Time: <b>6:30 pm</b>
Attendees: Annie Shaw, Matt Cesario, and Kathy Foster	
<p>Agenda:</p> <ol style="list-style-type: none"> <li>1. 919 – Title I Parental Involvement</li> <li>2. 216 – Student Records</li> <li>3. 623 – Anti-Fraud</li> </ol>	

**Next Scheduled Meeting: Nov. 17, 2014 at 6:30pm in KOSD Board Room**

## **919 – Title I Parental Involvement**

- Section 2 wording says a new policy is needed. Why would a policy require a policy? This is the direct wording from the statute. An additional policy is not needed. There just needs to be administrative procedures written to comply with the law.
- Section 3 says that an annual Title I meeting. Do we do this now and who organizes or will organize the event? We have hosted this event annually. Have plans to host an event in both the spring and fall semester. Dr. Foster is planning the upcoming event.
- What exactly is the “school-parental compact”? These compacts are developed on an individual basis between parents and staff. The compacts are non-existent and Dr. Foster will be working with Title I parents and Title I staff to develop these. Board policy 102 mimics what should be in a school-parental compact, but doesn’t specifically mention Title I. Plan to adjust wording in Policy 102 in the near future to specifically address Title I students.
- Ready for first reading in November.

## **Policy 216 – Student Records**

- Some concern about what outside agencies we actually might share student information with. Currently the law allows disclosure of directory information without consent and disclosure of education records to certain entities without consent. The law allows for parents to “opt-out”. Would it hurt if we actually instituted an “opt-in” policy?
  - Concern that even if parents would choose to “opt-in”, paperwork would not get turned in and this would severely handicap the district with regards to student records. For example, if a student transfers to another school, we could not forward any records to the new school without first tracking down a parent to get consent.

- Parents will now be sent annually a notice of their rights and what type of information that can be shared and with whom. It will also give them information about who to contact if they wish to “opt-out”. This will also be on website. As required by law, this notice was posted in the paper but it is unlikely that people will have actually read the notice.
- Sending out annual notice of rights needs to be added to the policy.
- Concerned about wording that would allow a parent or student serving on an official committee or assisting another school official in performing his/her tasks to have access. Why would a parent or a student ever need access to these types of records? Wording is just very vague. A student serving on the Districts Peer Jury might be given records but Dr. Foster believes consent is asked for first. Will strike wording starting with “or a parent or student ...” to the end of paragraph.
- Change wording from “adopt a plan” to “maintain a plan”.
- Revision struck out wording regarding that communication should be “in the primary language of the parent”. This is important to keep.
- A lot of overlap between “Student Records Notification of Rights of Parents/Guardians/Eligible Students” and the policy. Makes more sense to move this out of the policy and make it 216.1. It is related to the policy but not meant to be the policy.

## **Policy 623 – Anti-Fraud**

- As an entity that primarily does business in the US, the risk is exceedingly low, but we might as well mention "facilitating payments", i.e. mini-bribes that other countries often consider the cost of doing business. Similarly, "culturally required" gifts. Found in corporate policies.
- Other examples of gifts/bribes that should we may want to add: transportation, lodging, meals, entertainment, gifts, hospitality, loans, repetitive gifts where overall value is no longer de minimus. Also might want to add that this still applies during “gift-giving season”.
- Adjust wording regarding accepting services or goods for free. As long as a service or goods, such as a sample product or software trial, are accepted on behalf of the district it should be okay. May not accept goods or services for personal use.
- Policy 623 will somewhat overlap with gifts policies in sections 300, 400, and 600. Those policies need to be edited and combined into one 800 level policy in the future.

## **Other Items**

- How do we currently communicate with the staff regarding upcoming policy changes? Once a policy is passed, the staff is immediately notified of the changes.

- Could we be more proactive and send out when the board is scheduled to have first and second readings? The staff is not always keeping up with board action by looking at the agendas posted on website. We should send this information out in emails to staff prior to board action being taken. Administration will start doing this.