

Olean City School District
Operations Committee Meeting
Monday, July 6, 2020
12:00 pm
Via ZOOM

Present:	Paul Hessney Jenny Bilotta Jen Mahar	Janine Fodor Jen Kless Vicki Zaleski-Irizarry
Guest:	Lauren Stuff Marcie Johnson	Brian Crawford Mary Hirsch-Schena

Kindergarten enrollment

- Brian Crawford and Lauren Stuff discussed enrollment for the upcoming 20-21 school year; as of 6/30/20 WW has 82 students enrolled, four sections of kindergarten; EV has 61 students enrolled, five sections of kindergarten
- Lauren noted lack of classroom space is an issue at WW
- In order to even out the classroom sizes, they recommended a flex zone; redefining boundaries would require board approval

Policy #5676 – Privacy and Security for Student Data; Data Sharing and Confidentiality Agreement

- The policy was reviewed at the March 2nd Operations Committee; changes were recommended at that time
- Mr. Moore contacted the school attorney; it was recommended the policy remain as written
- Janine noted language does not include 3rd party contractor investigations and how the investigations will be done; does not address internet breaches; BOCES is a repository of district data which is not addressed in the policy (where is BOCES storing district data, how is BOCES protecting district data, etc)
- 3rd party contractors are not including Educ 2-d law and are using boiler plate FERPA and HIPPA language which violates the policy
- Mr. Moore indicated that he will work on educating contractors – require contractors to attend cyber security training/workshops
- The committee inquired about filling the vacancy of the IT Director

School Reopening Task Force Update

- Jen Mahar and Jen Kless noted the subgroups have met and information from each meeting is being reviewed
- Approximately 592 survey responses; results were shared with the subgroups; Janine requested the information be shared with the board
- Jen Mahar noted guidance from NYS will be coming next week
- The committee recommended a special board meeting prior to the June 28th meeting to discuss the “Flex Zone”, policy 5676, review of survey results and reopening plan

Parent Square

- Jen Mahar and Jen Kless presented and discussed the benefits of Parent Square – clear communication, parent engagement, uniform remote learning platform; will eliminate the need for so many school related applications
- Staff and parents will be trained
- Cost is \$1,500 per school and \$5 per student

District Comprehension Improvement Plan (DCIP)

- Mr. Moore noted this item came up in his evaluation – “how to help special ed students”
- Jen Mahar and Marcie Johnson are working on the plan which includes academic achievement, attendance, etc.
- Plan requires BOE approval
- Mr. Moore noted that he would like to get signs and put them up in EVERY students yard, make a list of things parents can do with their children

Contracts – Home School Liaison and Learning Technology Staff Specialist

- Jen Mahar discussed the contracts
- Janine noted each contract contains boiler plate FERPA and HIPPA language; asked what student data are Community Action employees accessing, where are they storing that data, and who are they sharing the data with? Further noted the contracts are not in compliance with Educ 2-d law
- Janine noted that if the board is going to adopt Policy #5676 – Privacy and Security of Student Data, we have to follow the policy and accordingly, these policies are not in compliance of the policy.

Meeting adjourned at 1:40 pm.

Next meeting: August 3, 2020 at 12:00 pm