

BOARD OF EDUCATION OF ANNE ARUNDEL COUNTY
POLICY COMMITTEE MEETING
ADMINISTRATIVE MINUTES FEBRUARY 2, 2021

The Board of Education Policy Committee met at 3:30 p.m. on the above date via teleconference. Board members present were Joanna Tobin, Chair; Candace Antwine, and Melissa Ellis. Drake Smith was absent. Staff members present were Jeanette Ortiz, Legislative and Policy Counsel; Bob Mosier Chief Communications Officer; Maneka Monk, Senior Manager of Communications; Nikki Burns, Legislative and Policy Specialist; Walter Federowicz, Internal Audit; Darren Burns, Board Counsel; and Diane Howell, Executive Assistant to the Board. Also present were staff members Jodi Risse, Supervisor of Food and Nutrition Services; Greg Barlow, Chief Information Officer; and Mike Borkoski, Senior Manager, Information Security.

Review and Approval of Minutes: Dr. Tobin opened the meeting with approval of the minutes to the December 16, 2020, committee meeting. Ms. Antwine moved that the minutes be corrected to reflect her original motion, “I motion that this policy be expedited to the Board.” The amended minutes were approved by consensus.

Policy to Review

EB – Student Nutrition Services – Whole School: Ms. Ortiz introduced the policy and gave background information that this policy is essentially based on State and federal laws, regulations, and standards. Ms. Ortiz then reviewed revisions to the policy. Position section, C.11 added information regarding free and reduced meal applications for families. Mr. Burns affirmed that this policy comports with current State and federal laws, regulations, and guidelines and that it is inclusive of any new measures addressing crisis situations regarding the current COVID-19 legislation. Ms. Ortiz affirmed that revisions in this policy are inclusive of all current information and added that anything not captured in the policy is captured in the accompanying regulation. Ms. Risse discussed the addition of C.11 explaining that all are encouraged to apply. Ms. Antwine asked if the phrase “Whole School” could be expanded upon. Ms. Risse noted that the Purpose paragraph refers to Whole School and this encompasses the entire school environment. Ms. Ortiz and Ms. Risse will work together to find additional language to clarify what “Whole School” refers to specifically. Dr. Tobin asked a question regarding the vagueness of the language in C. section 1, “aims to promote.” Ms. Ortiz suggested striking the language “aims to” and adding “promotes” in both the policy and regulation. Ms. Antwine moved that the policy move forward to first reading at the next Board meeting; Dr. Tobin seconded. The Committee approved by consensus.

Policy Introduction

DL – Data Governance: Ms. Ortiz introduced the new policy regarding data governance which resulted from State law requiring the Maryland State Department of Education (MSDE) to draft a report on best practices for local school systems related to student data governance. AACPS currently adheres to these recommended best practices. For the purposes of this new policy Ms. Ortiz encompassed these best practices related to student data, employee data, and school system data to address all data governance. Ms. Ortiz then reviewed each section of the policy. Ms. Antwine asked what guidance from the State was being referenced to prompt this new policy. Ms. Ortiz reiterated that it is a result of State law and MSDE guidance. Ms. Antwine commented that this policy may be impacted by the pending pandemic policy. Ms. Ortiz responded that this new policy is very different from the policy Ms. Antwine requested related to a pandemic response and noted the State law being referenced is listed at the end of the policy. Dr. Tobin asked a question related to section B. Issue regarding the terms “legal and ethical measures” being used. Ms. Ortiz responded that this wording is both a general statement and related to best practices related to personally identifiable information and noted that “best practices” may be used instead. Dr. Tobin agreed the term, “best practices” better clarifies the intent. The

Committee approved this language by consensus. Dr. Tobin asked if section C included purchases made that are separate, such as programs. Ms. Ortiz responded that “online services” includes these types of purchases. Ms. Ortiz also explained that there are other policies and regulations that cover services and software. Ms. Ellis moved that policy DL be moved to first reader to the Board. The Committee approved by consensus.

Good of the Order

Good of the Order: Dr. Tobin suggested scheduling an additional meeting at the end of June or the beginning of July for “housekeeping.” Ms. Ortiz expressed concern over adding a Summer meeting and explained her process for identifying policies for the following school year. Ms. Ortiz asked whether this would be just a Board member meeting. Dr. Tobin indicated that it was possible. However, if a meeting is added, Ms. Ortiz recommended a July time frame. Dr. Tobin moved to add an additional Policy Committee meeting in July. Ms. Ellis seconded, and the motion was approved by consensus.

Adjourn: 4:43PM