

Port Washington Board of Education
Policy and Personnel Committee Meeting
Friday, December 18, 2015

Members in Attendance: Dr. Kathleen Mooney Ms. Elaine Fenick
Ms. Nora Johnson Ms. Elizabeth Weisburd
Mr. Larry Greenstein

Guests: Ryan Meloni

Community: Lynn Steinberg

Meeting was called to order at 8:38 a.m. by Nora Johnson.

Personnel Update

Ms. Elaine Fenick reported that the Human Resources Department is reviewing the tenure recommendations. Dr. Mooney has been observing staff, approximately 17, who are scheduled to receive tenure. There are also three administrators on track for tenure. The board will receive the packets in February. There will be staffing needs for next year and currently there have not been any notifications of retirements.

Updating District Website

Ryan Meloni discussed the goals for updating the website. After our last meeting, he contacted School Wires to determine what services they offer for customizing the website. The district currently has a yearly contract with School Wires (cost is \$16,000.00 per year), but for a one time additional cost of \$13,275 they will provide a custom template for our district including colors and layout designs for the main home page and individual school home pages. Desired content will transferred or migrate over from the current website, we will be able to eliminate outdated content. The district's technology staff can continue to provide support to staff and students. A fresh new look would be welcomed and the updated website would align nicely with IPADs, Chrome, IOS and Android Devices.

Internet speeds have already been updated and increased enabling the growth of instructional work using the internet in classrooms and "BYOD" (Bring Your Own Device or usage of personal devices by students). Moving forward, we expect that computer-based testing will call for the need for increased speed.

Another goal is to improve the BOE policy section on the website, including a more user friendly index and better ways for retrieving policy information, including a word search function. The New York School Board Association has a policy service where NYSSBA converts the current policy manual into a more user friendly format that includes word search. The NYSSBA service also provides quick access to other school districts' policies by creating one database to search policies (this only applies to districts who subscribe to the service. Mr. Meloni will ask NYSSBA to identify the other who already subscribe). The cost for the NYSSBA service is \$3,200 initial set up and \$2,350 annual maintenance.

Twitter, Instagram, and FaceBook can be used to tell the stories of our schools, provided it is used carefully. The Creative Arts Department currently has a small following on social media. This is a good avenue to get out the positive happenings about the district.

Policy #6410—Authorized Signatures and Policy #5252-R—Safeguarding, Accounting and Auditing of Extra Classroom Activity Funds.

Changes to be made with reference to Treasurer's and other signatures, in compliance with the district's auditors' recommendations. The revised policies will be placed on the January 19th agenda for first reading.

Community Comments/Concerns:

- How can parents have input on the changes to the website?
- There is a need for providing less affluent students and their families with access to electronic devices. One possibility is holding a drive for donations older IPADS, etc. that can be refurbished. The Diversity Committee might be a good place to discuss.
- As we upgrade, it's important that website content is more accessible, comprehensive, and current content, as opposed to more attractive.

Meeting adjourned at 9:33 a.m.

Next Meeting: January 29, 2016

Topic – Returning of tests; tutoring