

Regional School District 19
Board of Education
Policy Committee Meeting Minutes
Tuesday, September 22, 2009

PRESENT: Elizabeth McCosh-Lilie, Elizabeth Peczuh, Frank Krasicki and Bruce Silva

ABSENT: Therese John

The meeting was called to order at approximately 5:35 p.m. by chairperson, Elizabeth McCosh-Lilie.

The committee reviewed a number policies and regulations prepared by Anne Littlefield (Shipman & Goodwin LLP). Most of the revisions are the result of legislative changes. The following new and revised policies were reviewed by the committee:

- Minutes
- Official Duties- Secretary
- Time, Place and Notice of Meetings
- Meeting Conduct
- Policy Regarding the Retention of Electronic Records and Information
- Administrative Regulations Regarding the Retention of Electronic Information
- Policy Regarding the Holds on the Destruction of Electronic Information and Paper Records
- Administrative Regulations Regarding the Holds on the Destruction of Electronic Information and Paper Records

Members of the committee recommended that changes be made to a number of policies. Mr. Silva agreed to obtain more information for the policies related to electronic records. The policies will be reviewed again once corrections have been made by the superintendent.

The committee agreed to meet again on October 13, 2009 at 5:45 p.m.

The policy committee ended at approximately 7:00 p.m.

Respectively submitted,

Bruce W. Silva