

CONTOOCCOOK VALLEY SCHOOL DISTRICT  
Office of the Superintendent of Schools  
106 Hancock Road, Peterborough, NH 03458-1197

**EDUCATION COMMITTEE**

**Monday, January 25, 2021**

**5:00 PM**

**Virtual Location:**

Topic: Education Committee Meeting  
Time: Jan 25, 2021 at 5 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/82213463611?pwd=WIZzcXZDZXU5OVI3YkVrQkJOJOTWhIz09>

Meeting ID: 822 1346 3611  
Passcode: rBH8pX

**Minutes**

**Education Committee Members:** Richard Dunning, Niki McGettigan (Chair), Linda Quintanilha, Stephen Ullman, and Jerome Wilson

**Present:** Niki McGettigan, Richard Dunning, Stephen Ullman, Dr. Ann Forrest, Rachael Bowman, Ashley Jones, Helfried Zrzavy, Kevin Pobst, Janine Lesser

**Niki McGettigan called the meeting to order at 5:01 p.m.**

**5:00 Approval of December 21, 2020 Minutes**

**Dick Dunning moved to accept the minutes of December 21, 2020. Stephen Ullman second. Unanimous.**

Those present introduced themselves.

**5:10 Cycle Process for Evaluating Digital Curriculum Resources for Compliance and Quality**

Related to Tech Plan Indicator 1.d. Integrate technology seamlessly in the teaching and learning process while assuring that the use of technology adds value to learning for all students.

Related to Curriculum Renewal

Related to Strategic Plan 4.12.2 Catalogue and distribute software/subscriptions offerings to all staff

Evaluation of digital curriculum resources for compliance and quality is the focus of this meeting.

Dr. Forrest shared a N.Y. Times article from 2018 that goes through why student privacy is so important and deserves focus.

A new State regulation put a focus on this. ConVal's number one focus is on making sure the resources being used are compliant with Federal laws, State laws, and District policies.

Federal Law includes FERPA (Family Educational Rights and Privacy Act), COPPA (Children's Online Privacy Protection Act), CIPA (Children's Internet Protection Act), and PPRA (Protection of Pupil Rights or the Hatch Amendment).

The State Law is RSA 189:66 – Student and Teacher Information Protection and Privacy.

ConVal cannot blindly trust any resource, therefore, the need for protection exists. Vetting resources starts with privacy. We have become part of the *Student Data Privacy Consortium*.

When considering a digital resource, the group developed one resource for vendors to sign and commit to. This provides a legal standing if the vendor does not abide by it. If a vendor signs it for another district, ConVal can jump in on that agreement.

Key considerations when considering using a digital resource were outlined i.e. what information does it collect?

Helfried Zrzavy said that privacy agreements were being worked on at the time of the Governor's Emergency Order to move to remote learning. The vetting requirements for the local school district were lifted for the remainder of the Emergency Order allowing ConVal to sign on to other school districts agreements to be compliant.

The *Student Data Privacy Consortium* allowed the collaboration of schools, districts, and state agencies. They process requests for the New Hampshire version or the New England version.

The tool that ConVal uses is *LearnPlatform*, which allows requests coming from teachers regarding existing resources or those that are under consideration for compliance of the privacy agreement. ConVal inventories and tags all of the resources currently in use. Student and staff resources are tracked.

If a resource is not approved, it could be that it is not compliant with the privacy laws or it could be a subscription only. It allows for layers of approval. Alternative products that are approved are then introduced to those wishing to use those not approved as a resource.

Ann Forrest said that there are a lot of resources that are free but some turn into a paid version and while others remain free, they do not offer as much as the paid version. The process for determining the need for a subscription requires a system that needs defining.

*LearnPlatform* allows the District to see how many staff members or students are using a certain tool. This allows evaluation of whether or not the tool is valuable to warrant purchase or subscription.

When COVID is behind us, will we be able to remain with the consortium? Helfried Zrzavy said that an agreement is typically in place for three years. Yes, we will continue to be a member of the consortium.

Several resources that were not approved were shared. The non-approvals ranged from the vendors choice, inability to sign on to the privacy agreement, or because the resource used targeted advertising. Something that is not approved can change and become approved very quickly. This causes a cycling back to see if things have changed. A *National Privacy Statement* is to the benefit of a vendor.

A digital resource request workflow was shared. It showed the process of a request that ultimately results in the disposition of approved, not approved, or approved with restrictions.

Vetting Criteria for Quality allow users to grade based on a rubric. This informs relative to quality.

Policy revisions may be necessary.

Those present shared their appreciation for the information shared tonight. It was well presented and informational.

**6:15 Other**

None.

**Stephen Ullman motioned to adjourn at 6:10 p.m. Dick Dunning second. Unanimous.**

**Next Education Committee Meeting:** Monday, February 15th at 5:00pm (see the [Proposed Timeline for 2020-2021](#))

Respectfully submitted,

Brenda Marschok