



**PCCS Board of Directors,
Governance Committee Meeting
APPROVED MINUTES
7:00 pm Tuesday, July 19, 2016
Carson Building Room #21 - 1523 Jones Point Road
Grayslake, IL 60030**

Call to Order

Sue Ross, Committee Chair

Committee Members Present: Sue Ross, Brian Conlon, Nick Kotzamanis, Laura Luoma

Committee Members Not Present: Jeff Barhorst, Dean Thorson, Marcelo Chiodi

Staff Present: Geoff Deigan

Others Present: Scott Fullerton

Discussion Agenda

30 Minutes

1. Review previous Governance meeting minutes.

No comments on April 19, 2016 Governance minutes that were distributed.

2. Review status of follow-up with survey respondents.

Most survey respondents have been contacted regarding committee membership. Sue to follow-up with Sean Daw to see if respondents interested in Development committee were contacted.

3. Review draft policy on Information Security.

Reviewed draft Information Security policy. Various changes were recommended for consideration:

- Policy should require that the procedure classify types of data.
- Define "critical School information and data".
- Check on existing policies for retention...per Geoff retention is already covered in another Board policy.
- Check the current network access policies or any other computer policies we have for consistency/overlap.
- Add something on procedures for account administration - can't just be one person.
- Consider splitting policy/procedure into 4 buckets: student info, staff info, info we can't lose (financial), info that does not need to be controlled.
- Sue to follow-up with Dean to see when draft procedure will be ready, as it was recommended to review the two in parallel.

4. Review draft Operational series policies.

Reviewed titles of Operational Services draft procedures (800 series) that were drafted by Geoff Diegan.

They are similar to other Illinois school policies, with Superintendent changed to ED. Will be sent to committee for review. Sue to check to see whether student insurance is required. Cross check Safety and sex offender policies against anything that already exists.

5. Standing Item: Status of SCSC Dashboard Submittals.

Commission dashboard is new - asks for things they never asked for before. For the most part we are all on track.

Public Comment

10 Minutes

No public comment.

Action Agenda

10 Minutes

1. Approve Minutes of Previous Governance Committee Meetings

Nick K motioned to approve April 19, 2016 Governance meeting minutes. Brian C 2nded. Motion passed on all ayes.

New Business – Future Agenda Items

10 Minutes

No new business.

Adjourn

Nick K motioned to adjourn. Brian C 2nded. Motion passed on all ayes. Meeting adjourned at 8:12PM.