The meeting was held on May 14, 2018. The meeting convened at 1:00 p.m. and the following members were present:

Present: 
Melissa Wlodarczyk Hickey (Chair)  
James Sepa  
Jennifer Dolan  
Barbara Johnson  
Gregory Lawrence  
Kristie McGarry  
Mary Ellen Minichiello  
Mike Rell for Karissa Niehoff

Absent: 
Karissa Niehoff  
Bob Mitchell  
Jennifer Falotico  
Charles Dumais  
Marcus Stallworth

I. Call to Order

II. Approval of Minutes from January 29, 2018. 
Minutes moved and accepted by Barbara Johnson and seconded by Kristie McGarry. All approved.

III. Approval of Minutes from March 19, 2018
Approval of Minutes postponed until next meeting

IV. Current Work: Definitions and Rationale

a. Council members read and refined definitions of digital citizenship, internet safety, and media literacy. Barbara Johnson suggested using the American Association of School Librarians (AASL) definition for media literacy as AASL is education-based and dedicated to teaching and learning. All members approved reviewing this definition and editing it if necessary. Barbara will send this definition by email to share with Council.
b. Using the rationale drafted by Jennifer Dolan, the Council created an updated draft rationale.

c. The Council added a stronger equity presence to the draft guidelines, including adding a section in the guidelines document for models of equity involving digital citizenship, internet safety, and media literacy guidelines. Suggestions include:
   i. Connecticut Technical Education and Career System (CTECS)
   ii. Connecticut State Public Library running fiber/increasing access
   iii. Newington school bus (KAJEET)

V. Next Steps
a. Melissa Hickey will talk to Rosie O’Brien as the Council created a rationale.
b. Each Council member shall come to the June meeting with a model to share for the document.
c. Each Council member shall look at the definitions and rationale for suggested edits.

VI. Other Topics
Council discussed timeline for this work. Our goal is to have the current State Board of Education members review in the winter of the 2018-19 school year. Therefore, we will need to have the guidelines completed no later than September 2018 to share with the Academic Standards and Assessment subcommittee. Thus, much of the work of gathering helpful resources would need to occur June 2018 through July 2018 and added to guidelines document in August. We will meet in August to finalize the guidelines.

Meeting adjourned at 3:00 p.m.
Next meeting June 11, 2018, from 1:00 p.m. – 3:00 p.m.