The meeting was held on November 5, 2018. The meeting convened at 1:31 p.m. and the following members were present:

Present: Melissa Wlodarczyk Hickey (Chair)  
Barbara Johnson  
Charles Dumais  
Gregory Lawrence (via telephone)  
Jamie Sepa  
Jennifer Dolan  
Kristie McGarry  
Mary Ellen Minichiello  

Absent: Glenn Lungarini  
Bob Mitchell  
Jennifer Falotico  
Marcus Stallworth

I. Call to Order

II. Approval of Minutes from October 1, 2018

Minutes were moved by Barbara Johnson and seconded by Kristie McGarry.

III. Current Work: Guidelines Updates

Council reviewed draft guidelines and discussed the incorporation of district models. Barbara Johnson made a motion to vote on the inclusion of district models. Council members voted 5 in favor and 2 opposed. Council decided to poll assistant superintendents and library media specialists to ask them to submit examples of their current work regarding digital citizenship, internet safety and media literacy for consideration of inclusion in the guidelines. Barbara Johnson offered to write an email and send to assistant superintendents and library media specialists.

Jennifer Dolan and Kristie McGarry will review and edit the stakeholder responsibilities section of the document. At the next meeting the Council will review the action plan section, the revised stakeholder responsibilities and the district submissions.

IV. Other Topics

Council discussed after the guidelines are finished meeting once a year to review and update guidelines.
V. Adjournment

Next meeting will be a conference call that will occur on January 7, 2019, at 1:00 p.m..

Meeting adjourned at 2:28 p.m.