

Cradle-to-Career Data System Legal Subcommittee Meeting Agenda

Meeting Information

Date: May 20, 2020

Time: 9:30 a.m. to 2:30 p.m.

Location: Online via Zoom

URL/Watch Live: <https://cadatasystem.wested.org/> (Note: The link to watch/listen to the meeting live will be posted on this website and will be active 15 minutes prior to the meeting).

Contact Person

Name: Jimi Gilroy

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AGENDA

This meeting is intended to provide input on possible legal agreements, public records requests, and student/parental requests for education records regarding security for the Cradle-to-Career data system within the context of phase one priorities, with enough flexibility that future priorities can also be realized. The suggestions from this group will be shared with the Cradle-to-Career Workgroup to inform their recommendations about security agreements for the data system.

1. Welcome and agenda review
2. Best Practices and Legal Considerations when developing FERPA-compliant written agreements.
3. Legal agreements for non-partner entities
4. Legislative frameworks & federal considerations for handling SLDS public record requests and parental/student FERPA access requests.
5. Public comment
6. Next steps

The order in which agenda items are considered is approximate and may be subject to change.

MEETING MATERIALS

This Meeting Notice and Agenda and any supplemental meeting materials may be accessed at the following website address:

<https://cadatasystem.wested.org/>

REASONABLE ACCOMMODATIONS

All meetings shall be accessible to Committee members with disabilities and members of the public with disabilities. To request accessible format materials, auxiliary aids/services, or sign language translation services to participate in the meeting, please contact Jimi Gilroy, 510-302-4261, jgilroy@wested.org.

Providing your accommodation request at least **7 (seven)** business days before the meeting will help ensure availability of the requested accommodation. Any requests received after this date will be given prompt consideration, but logistical constraints may not allow for their fulfillment.

ADDRESSING THE LEGAL SUBCOMMITTEE

Efforts will be made to accommodate each individual who has signed up to speak. However, given time constraints, there is no guarantee that all who have signed up will be able to address the State body.

Each speaker is invited to speak for up to one minute, depending on the number of speakers. Three or more individuals who are present at the meeting may pool their time for one speaker.

The total time for public comment is 15 minutes.

The public can speak/participate at the meetings before items that involve decisions.

Individuals who wish to address the Technology & Security Sub-Committee may either 1) Call Jimi Gilroy at WestEd at 510-302-4261 by 5:00 p.m. on the day prior to the meeting and provide the subject they wish to address; 2) E-mail Jimi Gilroy, jgilroy@wested.org with the agenda item identified in the subject line; or 3) Send a comment through Zoom during the meeting.

WRITTEN COMMENTS

Written comments should be submitted 24 hours in advance to LeAnn Fong-Batkin, lfongba@wested.org. The letter or e-mail must clearly identify the agenda item being addressed. Each communication should include a subject line identifying the specific agenda item being addressed; failure to do so could prevent delivery of your comments. Such materials will be distributed to members of the advisory group, prior to the beginning of the meeting.