

**BOARD OF EDUCATION OF BALTIMORE COUNTY  
POLICY REVIEW COMMITTEE  
EDUCATION TRANSPARENCY ACT DESCRIPTION  
APRIL 15, 2019 MEETING**

**EDUCATION TRANSPARENCY ACT DESCRIPTION**

*The following is a full and accurate description of the final actions taken at the meeting and is provided in accordance with the Education Transparency Act, Md. Ed. Code Ann., §3-2B-09(b)(3). If there is a discrepancy between the video and this description, the video, which constitutes the official minutes of the meeting, shall control. The video/audio recordings of the Board of Education are the official record of the meetings and can be viewed at:*

[HTTPS://VIMEO.COM/330779309](https://vimeo.com/330779309)

The Policy Review Committee of the Board of Education of Baltimore County met on Monday, April 15, 2019, in Building E, beginning at 4:30 p.m. The following Committee members were present: Kathleen Causey, Chair; John Offerman, Vice Chair; Haleemat Adekoya, student member; Cheryl Pasteur, member; and Lily Rowe, member.

The following committee staff persons were present: Margaret-Ann F. Howie, Esq., General Counsel; and Patricia Clark, Policy and Compliance Officer.

The following additional staff persons were present: Dr. Penelope Martin-Knox, Chief of School Climate and Safety; Dr. John Mayo, Chief Human Resources Officer; Dr. Mary Boswell-McComas, Interim Chief Academic Officer; Dr. Renard Adams, Interim Senior Executive Director, Curriculum Operations; Ms. Barbara Burnopp, Senior Executive Director, Administrative Services; Dr. Frances Allen, Executive Director, Human Resources Operations; Dr. Amalio Nieves, Executive Director, Social-Emotional Support; Ms. April Lewis, Executive Director, School Safety; and Mr. George Sarris, Executive Director, Fiscal Services.

Call to order 4:31 p.m.

**I. APPROVAL OF MINUTES**

1. Meeting Minutes, March 11, 2019

The minutes of the March 11, 2019, meeting of the Policy Review Committee stood approved; Ms. Causey noted an omission from the ETA description.

**II. UNFINISHED BUSINESS**

2. Discipline Policies Update

Dr. Penelope Martin-Knox provided an update on the work of the Student Behavior and Discipline Council. Dr. Martin-Knox advised the Committee members that the Student Behavior and Discipline Council will meet in May for its final meeting of the school year and that the members of the council will be reviewing Policy 5500, Code of Student

Conduct; Policy 5520, Student Dress Code; Policy 5561, School Use of Reportable Offenses; and Policy 5580, Bullying, Cyberbullying, Harassment or Intimidation.

**III. NEW BUSINESS**

3. Policy 3230, Qualification of Vendors

Upon motion of Ms. Causey, seconded by Mr. Offerman, the Committee voted to amend Policy 3230 in Paragraph II(A), line 15, by adding the following at the end of the sentence “and all Board policies including, but not limited to, all Ethics Code policies.” The sentence will read, “All procurement activity conducted by Baltimore County Public Schools (BCPS) shall be done in accordance with federal and state laws and regulations and Board policies, including, but not limited to, all Ethics Code policies.” The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Upon motion of Mr. Offerman, seconded by Ms. Rowe, the Committee voted to amend Policy 3230 in Paragraph II(A), line 15, by adding “county laws and regulations.” The sentence will read, “All procurement activity conducted by Baltimore County Public Schools (BCPS) shall be done in accordance with federal, state and county laws and regulations and Board policies, including, but not limited to, all Ethics Code policies.” The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Upon motion of Ms. Causey, seconded by Mr. Offerman, the Committee voted to keep Paragraph II(C), which is recommended for deletion, and amend the sentence to read, “The Office of Purchasing shall be responsible for implementing the Superintendent’s guidelines to define, evaluate, and document a prospective vendor’s ability to perform satisfactorily within the requirements of a given contract or agreement.” The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Upon motion of Ms. Causey, seconded by Ms. Rowe, the Committee voted to amend Policy 3230 in Paragraph III to read, “The Board directs the Superintendent to implement this policy and to provide an annual report to demonstrate adherence.”

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Following a presentation by Ms. Burnopp and Mr. Sarris, the Committee recommended adoption of Policy 3230, as amended by the Committee.

4. Policy 3710, Safety and Security Equipment

Upon motion of Mr. Offerman, seconded by Ms. Pasteur, the Committee voted to amend Policy 3710 in Paragraph I, line 9, by adding “and facilities” at the end of the sentence. The sentence will read, “The Board of Education of Baltimore County (Board) is committed to providing a safe and secure environment in all Baltimore County Public Schools’ (BCPS) offices, schools and facilities.” The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Following discussion, and upon motion of Ms. Rowe, seconded by Ms. Pasteur, the Committee voted to further amend Policy 3710 in Paragraph I, line 9, by striking “offices, schools and facilities” and adding “school property.” The policy will be further amended to include the definition of “school property” as “Any BCPS owned, controlled or leased property or vehicle regardless of whether students are present.” The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Following a presentation by Dr. Penelope Martin-Knox and Ms. April Lewis, the Committee voted to move Policy 3710 forward, as amended by the Committee.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

5. Policy 3720, Behavior Threat Assessment

Upon motion of Mr. Offerman, seconded by Ms. Pasteur, the Committee voted to amend Policy 3720 in Paragraph II (C), line 34, in the definition of “threat” by adding “or school property” at the end of the sentence. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Following a presentation by Dr. Penelope Martin-Knox and Ms. April Lewis, the Committee voted to recommend Policy 3720, as amended by the Committee. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

6. Policy 4102, Sexual Harassment

Upon motion of Ms. Rowe, seconded by Mr. Offerman, the Committee voted to amend Policy 4102 in Paragraph I (A), line 9, by adding “as defined by federal, state and local law” at the end of the sentence. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Upon motion of Ms. Causey, seconded by Ms. Rowe, the Committee voted to amend Policy 4102 in Paragraph III, line 12, to read, “The Board directs the Superintendent to implement this policy and to provide an annual report on adherence.”

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Following a presentation by Dr. John Mayo and Dr. Frances Allen, the Committee voted to recommend Policy 4102, as amended by the Committee. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

7. Policy 4201, Employee Insurance Benefits

Following a presentation by Dr. John Mayo and Dr. Frances Allen, the Committee voted to recommend Policy 4201, as presented. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

8. Policy 5320, Student Organizations and Clubs

Following a presentation by Dr. Boswell-McComas and Dr. Renard Adams, the Committee voted to recommend Policy 5320, as presented. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

9. Cell Phone Policy Research Request

This item was added to the agenda at the request of Mr. Offerman. Ms. Howie provided an overview of cell phone references in current Board policies. Mr. Offerman summarized concerns raised by various stakeholders about student cell phone use, including disruption to instruction, test security, video and photo use especially in conjunction with cyberbullying. Mr. Offerman suggested that the Committee begin its analysis by gathering information in order to determine whether a policy is appropriate; the information would involve input from students and parents. Ms. Causey suggested that two of the

Committee’s members volunteer to work with staff to gather input and look at common practices utilized, the impact in terms of disruption to instruction, impact on cyberbullying, statistics on discipline events, and the percentage of those discipline events that involve cell phone use.

Upon motion of Mr. Offerman, seconded by Ms. Pasteur, that the Policy Review Committee look into creating a systemwide cell phone policy upon the research provided to the Committee by staff members and Board members. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Mr. Offerman and Ms. Pasteur volunteered to take the lead with this project; Ms. Howie will serve as staff support. Mr. Offerman and Ms. Pasteur will work with staff to determine best paths for community input, including input of the student board member, student council leadership and other students as well.

**IV. COMMITTEE GENERAL GOOD AND WELFARE**

10. Policy 3410, Responsibilities and Duties

Ms. Causey stated a Board member who is not a member of the Policy Review Committee, requested that the Committee evaluate Policy 3410, which prohibits “split” bus drop offs for students. This Board member has heard a number of concerns regarding this prohibition, which extends to different locations on different days. Ms. Causey asked if the Policy Review Committee would like to add this to their work. Ms. Rowe concurred with the review, but requested input from the Office of Transportation.

As the policy is on the Committee’s schedule for June, Mrs. Causey asked that staff specifically reach out to AFSCME and to administrators for input.

11. Policy 8362, Gifts

Ms. Rowe stated as elected officials, Board members have various means for advocating for finances within the school system and that prohibitions of various types of activities in Policy 8362 make it difficult to function as an elected official. Ms. Rowe is asking that Policy 8362 be brought forward for review by the Committee.

Upon motion of Ms. Rowe, seconded by Mr. Offerman, to bring Policy 8362, Gifts, forward for review by the Committee. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

Ms. Howie will work with the Committee officers to add this policy to a future agenda.

12. Policy 0100, Equity

Ms. Causey explained recent regulations implemented by the Maryland State Department of Education concerning equity. The Maryland Association of Boards of Education has instituted specific training for local Boards of Education about this issue. As a fundamental policy for our school system, Ms. Causey asked that the Committee consider the equity policy as an item for consideration by the full Board at the Board retreat.

Upon motion of Ms. Causey, seconded by Mr. Offerman, that the Policy Review Committee recommend to the full Board to review the Equity policy at the Board retreat. The motion passed.

<b>Board Member</b>	<b>Favor</b>	<b>Against</b>	<b>Abstained/ Did Not Vote</b>	<b>Absent</b>
Miss Adekoya	x			
Ms. Causey	x			
Mr. Offerman	x			
Ms. Pasteur	x			
Ms. Rowe	x			

**V. ADJOURNMENT**

The meeting was adjourned at 6:00 p.m.

*Submitted for posting on the Web site on 4/17/19*