

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** November 6, 2001

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. J. Hairston, Superintendent

**SUBJECT:** **Review of Board of Education Policy 8130 and Information Item  
Pertaining to Superintendent's Rule 8130**

**ORIGINATOR:** Christine M. Johns, Deputy Superintendent of Curriculum and Instruction

**RESOURCE  
PERSON(S):** Dr. Donald Mohler, Executive Director for Student Support Services

**RECOMMENDATION**

That the Board of Education accept the recommendation that Board of Education Policy 8130, Internal Board Policies, be reviewed and remain with its current language.

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The existing policy has not been reviewed since July 13, 1978. The rule 8130 that is being presented along with policy 8130 will outline a procedure to be followed in ensuring periodic review of Board of Education policies and rules.

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Appendix I- Board of Education Policy 8130  
Appendix II- Superintendent's Rule 8130

## INTERNAL BOARD POLICIES: Organization

### Formulation

#### PURPOSE

The Board of Education of Baltimore County, representing the people of the county, is, in addition to its many other roles, the legislative body which determines all questions of general policy to be employed by the county's public schools. "Policies" are defined as those principles formally adopted by the Board of Education in order to manage the school system.

The Board shall, to the best of its ability, cause the provisions of state and federal laws and the bylaws and policies of the State Board of Education to be carried out. The Board of Education shall determine, with the advice of the county superintendent, the educational policies of the county and shall prescribe rules and regulations for the conduct and management of the schools.

Courses of study, revised courses, required methods of teaching, and any significant program to be tested in one or more schools for the purpose of being considered for use systemwide shall be approved by the Board of Education prior to implementation or discontinuance.

#### PROCEDURE

1. The Board may request or receive a policy analysis from the superintendent on revisions to existing policies or on the need for a new policy.
2. All policy analyses will include the following elements:
  - a. Statement of issues or questions addressed by the proposed policy;
  - b. Where appropriate, cost analysis and fiscal impact on school system;
  - c. Relationship to other Board of Education policies;
  - d. Legal requirement, such as federal, state, or local laws or regulations;

- e. Similar policies adopted by other local school systems;
  - f. A draft of the proposed policy;
  - g. Other alternatives that were considered by staff.
3. The policy analysis will be presented to the Board as an item for discussion.
  4. If limited revisions to existing policies are necessary, the superintendent will present the proposed changes to the Board with an accompanying rationale. There shall be no need for a policy analysis.
  5. When a Board member or the superintendent presents a proposed policy, a time line for adoption will accompany the policy, and will include, where appropriate:
    - a. Opportunity for citizen comment;
    - b. Opportunity for superintendent and staff to provide advice and recommendations;
    - c. Proposed date of adoption.
  6. The superintendent shall, where necessary, develop administrative rules for the implementation of the Board's policies. Such rules will be presented to the Board for information purposes, but do not require an affirmative vote of the Board.
  7. Following discussion, the Board shall adopt policies, in public session, and such adoption shall be recorded in the minutes of the Board.

Related Policies: Board of Education 8140 – Formulation of Administrative Regulations

Policy

adopted: 4/13/72  
revised: 7/13/78  
revised: 10/8/96  
reviewed: 12/04/01

Board of Education  
of Baltimore County

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In accordance with Board of Education Policy 8130, the Superintendent establishes the following schedule of review for Board of Education policies enacted, adopted or reviewed after December 4, 2001.

1. The Superintendent or designee shall assign to the appropriate division head or staff member Board policies for periodic review by the staff.
2. Assigned staff members shall be responsible for presenting amendments to Board policies to the Board of Education and for recommending changes to said policies, where necessary and appropriate.
3. Each Board of Education policy that is adopted, revised or reviewed after December 4, 2001, shall be presented to the Board no later than five years prior to the anniversary date of the Board's last official public action, as taken in accordance with Board Policy 8130.
4. Annually, no later than July 30 of each year, the Superintendent, or a designated member of the superintendent's staff, shall present to the Board a list of those policies to be reviewed during the succeeding school year. The Superintendent shall make every effort to present policies to the Board prior to their five-year anniversary date.
5. Policies that are not reviewed by the Board in accordance with the five-year schedule shall remain in full force and effect until the Board takes an official action in accordance with Policy 8130.

Rule

Enacted: December 4, 2001

Superintendent of Schools