

## TENTATIVE MINUTES

## BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Wednesday, September 8, 2004

The Board of Education of Baltimore County, Maryland, met in open session at 5:50 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Mr. Nicholas P. Camp, Mr. Thomas G. Grzymiski, Ms. Frances A.S. Harris, Mr. John Hayden, III, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. Michael P. Kennedy, and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

President Sasiadek reminded Board members of upcoming functions for September and October school board association and Board of Education events.

Dr. Hayman entered the room at 6:01 p.m.

At 6:10 p.m., Mr. Kennedy moved the Board go into closed session to discuss personnel matters and to conduct matters related to the negotiations pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(7). The motion was seconded by Ms. Harris and unanimously approved by the Board.

CLOSED SESSION MINUTES

Dr. Alpheus Arrington, Director of Human Resources, reviewed with Board members personnel matters to be considered this evening.

Mr. Steele, Jr. provided legal advice to the Board regarding oral arguments.

At 7:01 p.m., Dr. Hayman moved the Board adjourn for a brief dinner recess. The motion was seconded by Mr. Arnold and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:40 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Mr. Nicholas P. Camp, Mr. Thomas G. Grzymiski, Ms. Frances A.S. Harris, Mr. John Hayden, III, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. Michael P. Kennedy, and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

### PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Brett Diggins, a student from Perry Hall High School, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

### MINUTES

Hearing no additions or corrections to the Board Officers and Newly Appointed Board Members Open Minutes of August 9, 2004; and the Open and Closed Minutes of August 10, 2004, Mr. Sasiadek declared the minutes approved as presented on the website.

Mr. Sasiadek informed the audience of the sessions in which Board members had participated earlier in the afternoon.

### SUPERINTENDENT'S REPORT

Dr. Hairston noted his recent participation at the Baltimore County Health and Education Fair at Randallstown High School. He stated this event was a great expression of community support for health and education

The Superintendent also visited Padonia Elementary School. While at Padonia, Dr. Hairston, State Superintendent of Schools Dr. Nancy Grasmick, and County Executive James Smith introduced Maryland PRIDE Day to students and parents. On opening day, Dr. Hairston visited Cedarmere and Deep Creek Elementary Schools, Parkville Middle School, and Catonsville High School.

### SPECIAL ORDER OF BUSINESS

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board adopted two resolutions honoring Jean M. H. Jung and Janese Murray, who are leaving after their service on the Board.

Mr. Arnold presented a framed plaque to Mr. James R. Sasiadek, who was selected to take part in the Eighth Annual Oxford Round Table held at St. Anthony's College at the Oxford University in England.

### RECOGNITION OF ADMINISTRATIVE APPOINTMENTS FROM AUGUST 10, 2004

Dr. Arrington recognized the administrative appointments approved at the August 10<sup>th</sup> meeting.

## REPORTS

The Board received the following reports:

A. **Financial Reporting** – Ms. Barbara Burnopp, Executive Director of Fiscal Services, provided an overview of BCPS financial reporting structure. Ms. Burnopp included:

- Legal Environment
- Control Environment
  - Management Awareness
  - Organizational Structure
  - Personnel policies
  - Monitoring
  - Oversight
- Financial Accounting Systems
- Control Polices and Procedures

Ms. Burnopp noted a financial statement is provided to the Board on a monthly basis.

Mr. Borunda asked about the cost of upgrading the control systems. Ms. Burnopp responded Baltimore County government is looking at the same vendor for upgrading their system. BCPS is in the process of collecting bids and negotiating with the County.

Mr. Camp asked if the public had access to the budget information. Ms. Burnopp responded the information is available on the BCPS website under Board of Education.

Mr. Hayden inquired about short- and long-term tracking and monitoring of enrollment projections. Ms. Fromm, Chief of Staff, responded the enrollment projections were 99.4% accurate on a systemwide level. She noted the school system also drills down to each school and each administrative area. Ms. Fromm noted the one-year and ten-year enrollment reports are updated every year. Mr. Hayden asked how close were the school system's 3-year projections. Ms. Fromm responded 94-97% accurate.

Ms. Shillman inquired whether BCPS has internal auditors. Ms. Burnopp responded there is an Internal Audit Department that reports through the Budget and Audit Committee to the Board.

Dr. Hayman suggested the Budget and Audit Committee provide a report to the Board as the school system is nearing the budget process. Mr. Grzynski, Chairperson of the Budget and Audit Committee, stated he would take this item under consideration.

REPORTS (cont)

- B. **Report on Opening Day** - Ms. Jean Satterfield, Southeast Area Executive Director of Schools, shared some highlights on the opening day of schools, which included Enrollment; Vacancies; Title I Transfer Options Process; Residency Report; Instructional Readiness; Full-day Kindergarten; Transportation, Food and Nutrition Services; and Physical Facilities.

The Executive Directors of Schools provided school opening day highlights for each geographic area:

- Ms. Jean Satterfield      Southeast Area
- Dr. Richard Milbourne    Southwest Area
- Dr. Scott Gehring        Northwest Area
- Dr. Kim Whitehead        Central Area
- Mr. William Lawrence     Northeast Area

Mr. Lawrence offered thanks to employees and parents for providing a very smooth opening day throughout the county.

With regards to new teachers, Ms. Johnson asked what the percentages were relating to teacher profiles. Dr. Hairston responded Datatrax collects the data, which can be sorted by certification, years of experience, diversity, and so on. Dr. Arrington, Director of Human Resources, stated 25 of our new teacher hires are second career teachers.

Mr. Grzynski inquired about the number of schools needing full-day kindergarten. Ms. Satterfield responding 29. She noted that the school system has a plan to meet the State deadline of full-day kindergarten by 2008.

Dr. Hayman expressed concern with the number of non-highly qualified teachers. The report shows the 23 uncertified teachers in Title I schools, however, it does not reflect the number of uncertified teachers throughout the county. He stated the data on the 23 uncertified teachers does not specify which subject area they are teaching. Dr. Hayman suggested in the future that the overview be more specific.

Dr. Hayman commented on the prioritizing of staffing requirements in the priority schools first. He noted the report shows vacancies in Title I schools including teachers in Title I schools that are not highly qualified. Dr. Arrington stated Human Resources would provide a more extensive report on practices.

With regards to the residency report, Dr. Hayman inquired about the 233 pending students. Mr. Dale Rauenzahn, Executive Director of Student Support Services, responded some of those 233 are not yet assigned to a school.

REPORTS (cont)

In regards to facilities, Dr. Hayman visited Woodlawn Middle School on opening day where he counted 50 broken windows inside and outside. He commented there is a work order which notes Woodlawn Middle School being fourth on the list for window repairs. J. Robert Haines, Esq., Deputy Superintendent of Business Services responded Woodlawn Middle is fourth out of 162 other schools needing window repairs. He noted the school system spent \$800,000 replacing glass and Plexiglas last year in the school buildings. It is anticipated the school system will spend approximately \$500,000 this year on replacing or repairing windows. Mr. Haines noted there are broken windows at every school.

Mr. Kennedy believes BCPS is improving in hiring qualified teachers in the Title I schools. With regards to the residency report, Mr. Kennedy noted the number of parents who register children days before school starts. He stated that legislation has requirements for placing students in their appropriate schools. Mr. Kennedy supports the school system's rules and guidelines for enrolling students.

Ms. Johnson inquired about the increase for special education teachers. Mr. Boone responded BCPS has approximately 13% of its student population in special education and the figure grows annually. Baltimore County Public Schools tend to draw agency placed students as well identify students within the system. Ms. Johnson requested additional information regarding special education.

Mr. Sasiadek requested an updated list of relocatables for this year.

- C. **Master Plan Goal 8.11** – Dr. Hairston reported Performance Goal 8.11 in the Blueprint for Progress is the foundation for the Master Plan, which specifically states that the Capital Improvement Program will align with the distribution of instructional programs. Dr. Hairston noted that the Master Plan will be presented to the State Board for review the week of September 13, 2004.

Ms. Rita Fromm, Executive Director of Planning and Support Operations, noted the presentation would provide a brief overview of the issues and the framework that may help drive the capital budget process. Ms. Fromm reviewed the planning process, school issues, recommendations and actions taken by BCPS through the DeJong & Associates study conducted in November 2002, and the facility utilization study completed in November 2003.

In relation to the northeast area in the DeJong study, Ms. Harris asked how the school system would address the remaining seats not filled by the Kenwood addition or Eastern renovations. Ms. Fromm responded one of the long term priorities in the northeast area is land acquisition to prepare BCPS for the changing environment.

REPORTS (cont)

Mr. Camp asked about the methodology for student projects and development in the region. Ms. Fromm stated the projects take into consideration development, cohort survival, and birth data. She noted that development is tricky because when permits are issued the school system does not know when development will occur. Mr. Camp inquired about other areas slated for development. Ms. Fromm stated Baltimore County's Master Plan 2010 outlines where the growth areas are in the county.

Mr. Kennedy inquired about the population growth in the northeast area. Mr. Shah responded the RESI study shows that cohorts are decreasing in the following age groups: 0-4 age group by 19%, 18-24 age group by 11%, and 25-35 age group by 31%. Mr. Kennedy asked whether consideration has been made for the housing development that could occur over the next ten years. Mr. Shah verified that this is correct.

Mr. Arnold asked for clarification on the expansions scheduled to occur in the northeast area and the school system's projections. Ms. Fromm responded the developer submits its plans to the County Planning Officer who conducts an evaluation by looking at the pupil yield factors, which is provided by BCPS. She noted again that land acquisition in the northeast area warrants the school system's attention.

Mr. Janssen inquired about high school population peaking and then declining. Mr. Shah responded this issue is systemwide and will vary depending upon area. The bulk of the problem in the northeast area in the cohort is overcrowding. However, the pipeline that should be driving the elementary and middle schools is low.

Mr. Grzymiski asked about the process to ensure BCPS captures future development. Ms. Fromm referred to the "S" list, which is information provided by the county of where permits have been issued for developments. She noted there are monthly meetings with the County Planning Office of their visions and plans.

Ms. Johnson noted the ten schools listed having the largest number of student population. She asked what measures are in place for these schools to ensure that the high academic achievement level is not compromised. Mr. William Lawrence, Executive Director of Schools, Northeast Area, responded the central office consistently monitors student achievement data, realizing larger schools are often successful schools. Ms. Johnson asked whether academics can be measured. Mr. Lawrence stated the standards measured are SAT, AP participation, and course offerings. He noted the scores in the northeast have remained stable or increased this year for the first time.

REPORTS (cont)

Ms. Harris commented on the differences between the DeJong study and the RESI study. She asked why the results and recommendations are different. Ms. Fromm responded RESI did not provide any recommendations. Mr. Shah stated the RESI study was looking solely at enrollment projections. Ms. Fromm noted the RESI study validated what the DeJong study showed.

PERSONNEL MATTERS

On motion of Mr. Kennedy, seconded by Mr. Borunda, the Board approved the personnel matters as presented on Exhibits E, F, F-1, G, H and I. (Copies of the exhibits are attached to the formal minutes.)

CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved items 2 and 5 of Exhibit J. Mr. Hayden separated item 3 and Ms. Shillman separated items 1, 3, and 4.

2. Grass Seed and Fertilizer
5. Vehicle towing

Item #1

Ms. Shillman inquired about the cooperative bidding with Baltimore City. Mr. Gay responded state law allows any school entity can ride the contract of another entity without having to solicit bids. Ms. Shillman asked what electronic closets were. Mr. Gay responded these closets are storage areas for electronic servers and other cabling devices. He noted this is an estimated cost based on historical data.

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved item 1.

1. Data Cable Installation Services

Item #3

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved item 3. Mr. Hayden abstained from voting on this item.

3. Lamps and Bulbs

Item #4

Ms. Shillman asked which underground tanks and which schools. Mr. Gay responded there are a number of schools that use heating oil and well water. Mr. Cassell added fire control tanks will also be put in place for sprinkler systems in various schools. Mr. Cassell would provide a list of schools affected by this contract.

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved item 4.

4. Tank, Underground, Water – Rural

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-4 (Exhibits K through N). The Board approved these recommendations. Mr. Arnold abstained from voting on items 2 (Exhibit L) and item 4 (Exhibit N). Mr. Hayden abstained from voting on item 1 (Exhibit K).

1. Award of Contract – Corridor Addition at Perry Hall High School
2. Contract Modification – Design and Construction Administration Services at Woodholme Elementary School
3. Contract Modification – Systemic Renovations at Dumbarton Middle School
4. Request for Modification of AE Contract – Design and Construction at Windsor Mill Middle School

AREA EDUCATIONAL ADVISORY COUNCIL OPERATING PROCEDURES

On motion of Mr. Grzymiski, seconded by Mr. Arnold, the Board approved the proposed Area Educational Advisory Council Operating Procedures (Exhibit O).

INFORMATION

The Board received the following as information:

- A. Naming of the Transition Center (Exhibit P)

ANNOUNCEMENTS

Mr. Sasiadek made the following announcements:

- On Sunday, September 12, 2004, the Baltimore County Board of Education will hold a retreat at the Marshy Point Nature Center in Chase, Maryland, at 10:00 a.m. The meeting is open to the public.

### ANNOUNCEMENTS (cont)

- On Tuesday, September 14, 2004, the Baltimore County Board of Education will host a work session to discuss Roles and Responsibilities of the Local Board in Relationship to the State Board and review Baltimore County Public Schools' organization structure. Dr. Nancy Grasmick, State Superintendent of Schools will be joining us for this work session.
- The Southeast Area Educational Advisory Council will meet on Tuesday, September 14, 2004 at Berkshire Elementary School beginning at 7:30 p.m.
- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, September 21, 2004, at Greenwood. The meeting will begin with an open session at approximately 5:30 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions.
- On Wednesday, September 22, 2004, the Baltimore County Board of Education will conduct a work session on the Proposed FY06 Capital State/County Budget. The meeting will take place in room 114 of the ESS Building at 7:00 p.m. The meeting is open to the public.
- There will be a joint meeting with the Baltimore County Board of Education and the Area Educational Advisory Councils on Tuesday, September 28, 2004 at Cockeysville Middle School beginning at 7:00 p.m. The topic will be communication.

Mr. Sasiadek reminded speakers to refrain from discussing any matters that might come before the board in the form of an appeal, as well as any personnel matters.

### STAKEHOLDER GROUPS

Mr. Mike German, President of the Baltimore County Student Council, welcomed all newly appointed Board Members. Mr. German noted that the executive board has met to prepare for upcoming events and looking forward to an exciting year.

Ms. Maggie Kennedy, Chair of the Baltimore County Education Coalition, shared some action items and highlights from their meeting on July 26<sup>th</sup>.

Mr. Kevin Able, Chair of the Advisory Committee for Alternative Programs, thanked the Board for their continued support. He noted that the alternative program touched about 20,000 students last year in the county. Mr. Able provided an overview of the enrollment numbers, which increased by 1000 students. He commented on the implementation of a new on-line 11<sup>th</sup> grade English class to begin this fall and the grant received to serve the ESOL population. Mr. Able stated the advisory committee was restructured adding new members including Del. Patrick McDonough. He also noted the committee has been successful in raising money for computers for home and hospital students.

STAKEHOLDER GROUPS (cont)

Ms. Karen Yarn, Chair of the Citizens Advisory Committee for Gifted and Talented Education, described the gifted and talented education program, which is a parent and community advocacy and support group for gifted and talented education. She reviewed the meeting schedule for this upcoming year. Ms. Yarn asked the Board to ponder this question: Is teaching to the test, whether it is MSA, SAT, or ACT, equivalent to receiving a good education? BCPS students are achieving test scores high enough to get them into college, but the scores don't necessarily equate with the level or quality of education needed to be successful.

Ms. Jasmine Shriver, Chair of the Citizens Advisory Committee for Special Education, introduced Carl Bailey as the new vice chair. Mr. Bailey, along with Ms. Shriver, extended a standing invitation to all Board members to attend monthly meetings with the next meeting scheduled for September 13<sup>th</sup> at 7:00 pm. Ms. Shriver would like new Board members review the special education report completed by Dr. Lou Barber in May 2004. She also requested an update on the school system's progress regarding Dr. Barber's recommendations in the report. Ms. Shriver formally requested looking into bringing Dr. Barber back to BCPS as a consultant. She asked that by October 14<sup>th</sup>, the advisory committee would like in writing, however brief, status of where the school system is in relation to Dr. Barber's recommendations.

Ms. Vicki Schultz-Unger, Coordinator of the Area Educational Advisory Councils, welcomed new Board members and looks forward to working with them. She noted the council serves a unique function responding to community concerns at a local level as well as a global level. Ms. Schultz-Unger announced the meeting with the Board on September 28<sup>th</sup> at Cockeysville Middle School at 7:00 p.m. She commented on the school board selection last year along with the League of Women Voters. Ms. Schultz-Unger reminded the Board of the upcoming advisory council pre-budget hearings in October.

Mr. Stephen Crum, a Southeast Area Educational Advisory Council representative, stated that student population presented on the opening day report was less than anticipated and believes it will not continue this way. He believes that the population in the southeast area will increase more than projected. He announced the Southeast Area Educational Advisory Council meeting on September 14<sup>th</sup> with a presentation on home building in the southeast area. He noted commentary on the lack of teachers—teachers individually are given respect; however, as a group are disrespected. This attitude must change in the school system and in the community.

Mr. Walter Hayes, Chair of the Northeast Area Educational Advisory Council, thanked those who came this evening in support of the DeJong report for a new high school in the northeast area. He recognized council members and delegates that were at this evening's meeting.

Ms. Gloria Collins, President of Baltimore County Instructional Assistants & Clerical Employees, introduced herself to the Board. She thanked the Board for their support and extended an invitation for a meeting with the Board and new BACE members in the future.

STAKEHOLDER GROUPS (cont)

Mr. Steve Crum, a representative from the Career & Technology Education Advisory Council, introduced CTE, which is composed of educators and private industry representatives. One issue the council tries to address is vocational and practical elements of education. He stated the council has been successful in getting private industry involved in the educational process.

Dr. Ella White-Campbell, Chair of the Minority Achievement Advisory Group, announced her attendance at the groundbreaking ceremony on September 2<sup>nd</sup> at the new Windsor Mill Middle School. She stated MAAG understands that Thornton monies are to be used above Maintenance of Effort. She is requesting the Superintendent to provide a report in a future meeting that defines the explanation and intent of how those dollars are to be used.

Ms. Cheryl Bost, President of the Teachers Association of Baltimore County, reviewed with the Board her visits at various schools on the opening day. During each of her visits, teachers had the opportunity to ask questions and share concerns. She noted teachers were appreciative of the salary increase and discussed the need to continue these increases to be competitive with the top five counties in the state. Ms. Bost thanked Dr. Christine Johns and Ms. Kathleen McMahan for helping create a second report card schedule to allow teachers time to calculate student grades other than the weekend.

PUBLIC COMMENT

Ms. Sheryl Preiss still questioned the BCPS position on summer reading.

Ms. Nancy Karten spoke on the summer reading issue.

Ms. Julia Hamilton, Woodlawn National Alumni Association, working in conjunction with the PTA, expressed their commitment to restoring Woodlawn's rich education heritage.

Mr. Joseph McCarthy, representing Councilman Vincent J. Gardina, stated the councilman strongly supports building another high school in northeast Baltimore County.

Ms. Joy Shaefer gave her time to Councilman Joseph Bartenfelder. Councilman Bartenfelder congratulated newly appointed members. He supports the northeast community as they advocate for a new high school in Baltimore County. Councilman Bartenfelder believes it is important that this area of Baltimore County has a new high school. He stated that the Route 43 extension is going to be an economic engine for that side of the county including business growth and new jobs along with residential growth.

PUBLIC COMMENT (cont)

Del. Joseph C. Boteler, III stated high schools in the northeast district are some of the most crowded in Baltimore County. He believes that the eleven relocatables at Perry Hall High School look appalling. Delegate Boteler asked how the school system can maintain a safe and orderly learning environment in every school when schools are overcrowded. He stated the causes are complicated but the solution is simple—the Board of Education must endorse a new high school. Delegate Boteler noted that all the delegates here this evening will work together to support State money, but cannot do this until the Board takes the first step. He stated that the State Department of Planning has located 12 properties that could be suitable for a new high school. Without the Board's support, it will be impossible to secure monies in Annapolis.

Del. John W. E. Cluster echoed the sentiments of Delegate Boteler.

Mr. Mark Yost, representing Senator Kathy Klausmeier, noted her support of a new high school in the northeast area.

Delegate Pat McDonough stated the Board and school system do not need \$75 million for a new high school and need to think outside the box and be creative.

Mr. Nick Aquino congratulated newly appointed Board members.

Delegate J. B. Jennings was in attendance to support a new high school in the Perry Hall area; however, had to leave the meeting early due to a prior commitment.

ADJOURNMENT

At 11:16 p.m., Mr. Grzynski moved to adjourn the open session. The motion was seconded by Mr. Arnold and approved by the Board.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer