

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: April 25, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **POLICY 3000 – NON-INSTRUCTIONAL SERVICES**

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

**RESOURCE
PERSON(S):** Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

That the Board of Education approve revisions to Policy 3000 – Non-Instructional Services.
This is the first reading of this policy.

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- Attachment I Policy Analysis 3000
- Attachment II Policy 3000

BOARD OF EDUCATION OF BALTIMORE COUNTY
Policy Analysis for Proposed Revision to Policy 3000:
NON-INSTRUCTIONAL SERVICES

Statement of Issues Addressed By the Revised Policy

Policy 3000 has not been updated since 1980. It is included in the Non-instructional Services section, specifically related to fiscal policies. Accordingly, the policy is revised to address all areas of Fiscal Services, and to encompass accountability of all funds. Lastly, the revisions will align the policy with system goals.

Cost Analysis and Fiscal Impact on School System

There is no fiscal impact on the system as a result of the revised policy.

Relationship to Other Board Policies

There are no related policies.

Legal Requirement

There are no legal references or requirements.

Similar Policies Adopted by Other School Systems

Policies adopted by Montgomery and Anne Arundel Counties are similar.

Draft of Proposed Policy (see attached)

Other Alternatives Considered by Staff

None

NON-INSTRUCTIONAL SERVICES

The Board of Education recognizes that THE EFFECTIVE AND EFFICIENT USE [proper management] of its resources is essential to ENSURE [the] THAT BALTIMORE COUNTY PUBLIC SCHOOLS REMAINS A MODEL OF PUBLIC SECTOR FISCAL MANAGEMENT [effective support of the school program]. To serve that end, [it] THE BOARD intends:

1. To encourage [advance] fiscal planning
- [2. To explore all practical and legal sources of income]
- [3] 2. To guide the expenditure of funds so as to [achieve the greatest educational returns] MEET THE GOALS OF THE SYSTEM.
- [4] 3. To require maximum EFFECTIVENESS AND efficiency in ALL accounting, BUDGETING, PURCHASING AND OTHER FISCAL PROCESSES and [reporting] procedures
4. TO REQUIRE ACCOUNTABILITY OVER THE USE OF ALL FUNDS.
- [5. To maintain the level of per student expenditure needed to provide high quality education
6. To adhere to generally accepted effective and efficient accounting and budgeting procedures
7. To set high standards of safety
8. To promote the health of students and staff
9. To reflect the moral and cultural aspirations of the community.
10. To support the efforts of the staff to provide a good educational environment.]

Policy
Adopted: 9/18/68
Revised: 6/19/80
Revised: _____

Board of Education of Baltimore County