

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** January 13, 2009

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

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **CONSIDERATION OF THE PROPOSED DELETION OF POLICY  
2221 – ADMINISTRATION: ELEMENTARY SCHOOL  
ADMINISTRATIVE ASSISTANT**

**ORIGINATOR:** J. Robert Haines, Esq., Deputy Superintendent

**RESOURCE  
PERSON(S):** Donald Peccia, Assistant Superintendent, Human Resources

**RECOMMENDATION**

That the Board of Education reviews the proposed deletion of Policy 2221.  
This is the third reading of this revised policy.

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Attachment I – Policy Analysis 2221  
Attachment II – Policy 2221

**Policy Analysis for  
Board of Education Policy 2221  
Elementary School Administrative Assistant**

Statement of Issues or Questions Addressed

Board of Education Policy 2221 and Superintendent's Rule 2221 should be deleted as the position of elementary school administrative assistant no longer exists.

Cost Analysis and Fiscal Impact on School System

No fiscal impact is anticipated by the deletion of the policy.

Relationship to Other Board of Education Policies

Board of Education Policy 2000, *Administrative and Supervisory Personnel*

Legal Requirements

None.

Similar Policies Adopted By Other School Systems

Board of Education Policy 2000, *Administrative and Supervisory Personnel*

Draft of Proposed Policy

Attached.

Other Alternatives Considered By Staff

No other alternatives were considered.

Timeline:

First reading – November 19, 2008

Public comment – December 2, 2008

Third reading – January 13, 2009

ADMINISTRATION: School Personnel

Principal's Administrative Staff: Elementary School Administrative Assistant

Elementary school administrative assistants shall be appointed by the Board of Education upon the recommendation of the Superintendent of Schools in accordance with the current staffing guidelines for elementary schools.

Policy  
Adopted: 4/9/81]

Board of Education of Baltimore County