

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** March 10, 2009

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

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

**SUBJECT:** **CONSIDERATION OF THE PROPOSED REVISIONS TO BOARD OF EDUCATION POLICY 2300 – ADMINISTRATION: ADMINISTRATIVE OPERATIONS**

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

**RESOURCE PERSON(S):** Donald Peccia, Assistant Superintendent, Human Resources  
Daniel Capozzi, Staff Relations Manager

**RECOMMENDATION**

That the Board of Education approves the proposed revisions to Policy 2300. This is the third reading.

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Attachment 1 – Revised Policy 2300  
Attachment 2 – Policy Analysis

**Policy Analysis for  
Board of Education Policy 2300  
Administrative Operations**

Statement of Issues or Questions Addressed

Board of Education Policy 2300 was adopted in 1968 and has never been revised. The proposed revisions clarify the relationship between the Board and the Superintendent as it relates to the creation of policies. Further, the proposed revisions confirm that adherence to the lines of responsibility and authority is paramount.

Cost Analysis and Fiscal Impact on School System

No fiscal impact is anticipated by the revision of this policy.

Relationship to Other Board of Education Policies

Board of Education Policy 8120, *Purpose, Role and Responsibilities of the Board of Education*

Legal Requirements

*Annotated Code of Maryland*, Education Article §4-108

Similar Policies Adopted by Other Local School Systems

1. Anne Arundel County, Section C - Number 301.02, Letter CBB, *Powers, Duties, Responsibilities – Superintendent*
2. Baltimore City Rule, Article 2, *Chief Executive Officer and Administrative Staff*
3. Howard County, Policy 2000, *School Board Governance*
4. Montgomery County, Section B, BFA, *Policysetting*

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

No other alternatives were considered.

Timeline:

First reading – January 27, 2009

Public comment – February 10, 2009

Third reading – March 10, 2009

ADMINISTRATION: Administrative Operations

I. RESPONSIBILITIES

A. In order to PROVIDE THE FRAMEWORK FOR [guide the Superintendent of Schools in determining the pattern of his/her] administrative operations, the Board of Education OF BALTIMORE COUNTY (BOARD) WILL: [offers the following statements of intent:]

- 1. [The Board of Education will devote its major effort to clarifying and establishing goals for the school system, to weighing and adopting ] ADOPT policies to guide the professional staff [, to appraising results achieved in relation to the goals and to performing such ministerial functions as required by law and State regulations].
- 2. [The Board does not wish unnecessary barriers erected between itself and its members of the professional staff, or between and among residents and parents of the county, students in the schools and members of the professional staff; however, the Board of Education does stipulate] DIRECT THAT THE ESTABLISHED LINES OF COMMUNICATION, RESPONSIBILITY, AND AUTHORITY SHALL BE FOLLOWED. [for normal passage of information BETWEEN and stimulation of actions, interested parties within and without the school system, will achieve the best results by following the lines of responsibility and authority as they are established].
- [3. The Board of Education encourages the Superintendent of Schools to keep abreast of and to apply the best-known administrative concepts and procedures designed to harness the total talents of the school system’s personnel in enthusiastic pursuit of the schools’ goals.]

Legal Reference[s]: *Annotated Code of Maryland*, Education Article §4-108

RELATED POLICY: BOARD OF EDUCATION POLICY 8120

Policy  
Adopted: 9/18/68  
REVISED: \_\_\_\_\_

Board of Education of Baltimore County