

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 7, 2010

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 3127 – NON-INSTRUCTIONAL SERVICES: TRAVEL**

ORIGINATOR: Joe A. Hairston, Superintendent

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

RECOMMENDATION

That the Board of Education reviews the proposed changes to Policy 3127. This is the third reading.

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Attachment I – Policy Analysis 3127
Attachment II – Policy 3127

**POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 3127
TRAVEL**

Statement of Issues or Questions Addressed

In accordance with Rule 8130, Policy 3127 is scheduled for review in school year 2010-2011. The policy has been revised to conform to the PRC's editing conventions. No substantive changes are being recommended, so the policy is being presented for reoption.

Cost Analysis and Fiscal Impact on School System

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

Relationship to Other Board of Education Policies

1. Board of Education Policy 3126, *Expense Reimbursements*
2. Board of Education Policy 8361, *Ethics Code, General*
3. Board of Education Policy 8362, *Gifts to the Board of Education, Schools, and Offices Within the School System*

Legal Requirements

None

Similar Policies Adopted by Other Local School Systems

1. Montgomery County Board of Education, Policy DIE-RA, *Local Travel*
2. Montgomery County Board of Education, Policy DIE-RB, *Out-of-State Travel on Official Business*

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

Board Policy 3127 was considered to be reoptioned with no changes; however new formatting guidelines were implemented.

Timeline

First Reading – October 19, 2010

Public Comment – November 9, 2010

Third Reading/vote – December 7, 2010

NON-INSTRUCTIONAL SERVICES: [Travel] NON-INSTRUCTIONAL SERVICES

TRAVEL

I. PHILOSOPHY

- A. The Board of Education of Baltimore County (BOARD) IS COMMITTED [has a long-standing commitment] to the professional [growth and] development of employees AND TO PROVIDING THE OPPORTUNITY FOR EMPLOYEES TO SHARE THE ACCOMPLISHMENTS OF THE BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS). [Employees need to be knowledgeable of current research and aware of what other school systems and educational agencies are doing. Employees also need to have opportunities to share accomplishments of the Baltimore County Public Schools. In some cases, this may involve work-related travel. Additionally, it is recognized that employees need to be consistently on the job taking care of the business and mission of the school system. As employees are presented with opportunities for travel for official professional business, they must keep this balance between time on task and professional growth in mind and make decisions that best promote the needs of the Baltimore County Public Schools.] THE BOARD ACKNOWLEDGES THAT THE FIRST PRIORITY OF ALL EMPLOYEES IS TO FURTHER THE VISION, MISSION, AND GOALS OF THE BCPS, AND THE DECISIONS REGARDING TRAVEL SHOULD BE BASED ON THE NEEDS OF THE SCHOOL SYSTEM.

II. IMPLEMENTATION

- A. The Board [of Education] directs the Superintendent to establish rules to implement the Board's philosophy on travel.

Related Policies: Board of Education Policy 3126, *Expense Reimbursements*
BOARD OF EDUCATION POLICY 8361, *GENERAL*
Board of Education Policy 8362, *Gifts to the Board of Education,
Schools, and Offices Within the School System*

[Also see Master Agreement with Teachers Association of Baltimore County]

Policy
Adopted: 10/8/96
Revised: 3/14/06
REVISED: _____

Board of Education of Baltimore County