

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** May 22, 2012

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

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

**SUBJECT:** **REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION  
POLICY 8250, BOARD MEMBER ATTENDANCE**

**ORIGINATOR:** Margaret-Ann Howie, Esq., General Counsel

**RESOURCE  
PERSON(S):** Patricia Clark, Policy and Compliance Officer

**INFORMATION**

That the Board of Education reviews the proposed changes to Policy 8250. This is the first reading.

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Attachment I – Policy Analysis  
Attached II – Policy 8250

**POLICY ANALYSIS FOR  
BOARD OF EDUCATION POLICY 8250  
ATTENDANCE OF BOARD MEMBERS AT BOARD MEETINGS  
RENAMED AS, "BOARD MEMBER ATTENDANCE"**

**Statement of Issues or Questions Addressed**

In accordance with Policy and Rule 8130, Policy 8250 is scheduled for review in school year 2011-2012. Policy 8250 outlines Board member attendance requirements at Board meetings. Policy 8250 has been revised to: (1) rename the policy, (2) include a policy statement; (3) conform with the Policy Review Committee's editing conventions.

**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**

1. Board of Education Policy 3126, *Expense Reimbursement*
2. Board of Education Policy 3127, *Travel*
3. Board of Education Policy 8270, *Board Committees*

**Legal Requirements**

1. *Annotated Code of Maryland, Education Article §3-108, Appointment, term, and removal from county board*

**Similar Policies Adopted by Other Local School Systems**

1. Anne Arundel County Board of Education, Policy BAD, *Board Member Removal from Office*
2. Charles County Board of Education, Policy 8140, *Members: Code of Behavior: Board Operating Procedures*

**Draft of Proposed Policy**

Attached

**Other Alternatives Considered by Staff**

No other alternatives were considered.

**Timeline**

First Reading – May 22, 2012

Public Comment – June 12, 2012

Third Reading/vote – July 10, 2012

INTERNAL BOARD POLICIES: Duties and Responsibilities

BOARD MEMBER Attendance [of Board Members at Board Meetings]

I. POLICY STATEMENT

- A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) BELIEVES BOARD MEMBERS MUST BE PERSONALLY PRESENT AT BOARD MEETINGS IN ORDER TO VOTE OR OTHERWISE PARTICIPATE AT THE MEETING IN THEIR POSITION AS A BOARD MEMBER. [As appointees of the Governor of Maryland, members are required to attend not less than fifty percent (50%) of the regular meetings of the Board.]

II. ATTENDANCE

- A. ALL BOARD MEMBERS SHALL [It shall be the policy of the Board that all members] attend all meetings, both PUBLIC [regular] and special.

III. ABSENCES

- A. EACH BOARD MEMBER SHALL NOTIFY the secretary-treasurer OF HIS/HER NON-ATTENDANCE IN ADVANCE OF THE BEGINNING OF THE BOARD MEETING. [shall be notified of non-attendance in advance of the time of the meeting.]
- B. PURSUANT TO MARYLAND LAW, A BOARD MEMBER MAY BE REMOVED AS A MEMBER FOR FAILURE TO ATTEND, WITHOUT CAUSE, AT LEAST HALF OF THE SCHEDULED MEETINGS OF THE BOARD IN ANY ONE CALENDAR YEAR.

IV. EXPENSES

- A. BOARD MEMBERS SHALL BE REIMBURSED all necessary expenses of attending meetings relating to OFFICIAL school BOARD matters, including transportation, meals, and registration fees [, shall be charged to Board of Education funds].
- B. TRAVEL AND EXPENSE REIMBURSEMENT WILL BE MADE IN ACCORDANCE WITH BOARD POLICIES, SUPERINTENDENT'S RULES, AND ESTABLISHED SCHOOL SYSTEM ACCOUNTING PROCEDURES.

Legal Reference: *Annotated Code of Maryland*, Education Article §3-108, *Appointment, term, and removal from county board*

RELATED POLICIES: BOARD OF EDUCATION POLICY 3126, *EXPENSE REIMBURSEMENTS*  
BOARD OF EDUCATION POLICY 3127, *TRAVEL*  
BOARD OF EDUCATION POLICY 8270, *BOARD COMMITTEES*

Policy  
Adopted: 04/13/72  
Revised: 05/22/07  
REVISED: \_\_\_\_\_

Board of Education of Baltimore County