

**TENTATIVE MINUTES****BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND**

Tuesday, July 10, 2012

The Board of Education of Baltimore County met in closed session at 5:37 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, and Mr. David Uhlfelder. In addition, Dr. S. Dallas Dance, Superintendent of Schools, and staff members were present.

Mr. Schmidt reminded Board members of community functions and Board of Education events scheduled in July and August.

Pursuant to the Annotated Code of Maryland, State Government Articles, §§10-508(a)(1) and (a)(7), and upon motion of Mr. Janssen, seconded by Mr. Uhlfelder, the Board commenced its closed session at 5:39 p.m.

**CLOSED SESSION MINUTES**

The Board of Education of Baltimore County, Maryland, met in closed session at 5:39 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, and Mr. David Uhlfelder. In addition, Dr. S. Dallas Dance, Superintendent of Schools, and the following staff members were present: Ms. Michele O. Prumo, Chief of Staff; Dr. Alpheus Arrington, Director, Human Resources; Margaret-Ann F. Howie, Esquire, General Counsel; Andrew W. Nussbaum, Esquire, Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Dr. Arrington reviewed with Board members personnel matters to be considered on the evening's agenda.

Dr. Arrington exited the room at 6:31 p.m.

Ms. Patricia Lawton, Assistant Superintendent of Elementary Schools, Zone 3, and Ms. Kathleen McMahan, Executive Director of Special Programs, PreK-12, entered the room at 6:31 p.m.

Mr. Nussbaum provided legal advice to Board members regarding the charter school contract.

Mr. Collins exited the room at 6:40 p.m. Mr. Collins re-entered the room at 6:43 p.m.

CLOSED SESSION MINUTES (cont)

Ms. Howie provided legal advice to Board members on an appeal regarding the Mays Chapel project.

On motion of Mr. Janssen, seconded by Mr. Uhlfelder, the Board adjourned its closed session at 6:52 p.m. All staff exited the room.

ADMINISTRATIVE FUNCTION SESSION

At 6:53 p.m. the Board discussed the election of officers.

On motion of Mr. Parker, seconded by Ms. Roddy, the Board adjourned its administration session at 6:57 p.m. for a brief dinner.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:22 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, and Mr. David Uhlfelder. In addition, Dr. S. Dallas Dance, Superintendent of Schools, and staff members were present.

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Mr. Clifford Collins, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Hearing no additions or corrections to the Open and Closed Minutes of May 22, 2012; and the Open and Closed Minutes of June 12, 2012, Mr. Schmidt declared the minutes approved as presented on the Web site.

Mr. Schmidt informed the audience of the sessions in which Board members had participated earlier in the afternoon.

### SELECTION OF SPEAKERS

After collecting completed sign-up cards, Mr. Schmidt announced the names of persons who would be speaking during the public comment portion of the meeting as well as the order in which the persons would be called.

Mr. Schmidt stated that public comment is one of the opportunities provided to hear the views and receive the advice of community members. The members of the Board appreciate hearing from interested citizens and will take their comments into consideration, even though it is not the Board's practice to take action at this time on issues which are raised. When appropriate, the Board will refer concerns to the superintendent for follow-up by his staff.

While the Board encourages public input on policy, programs, and practices within the purview of this Board and this school system, this is not the proper avenue to address specific student or employee matters, or to comment on matters that do not relate to public education in Baltimore County. The Board encourages everyone to utilize existing avenues of redress for complaints. Inappropriate personal remarks or other behavior that disrupts or interferes with the conduct of this meeting are out of order.

Mr. Schmidt also asked speakers to observe the timer, which lets the speaker know when time is up. He asked speakers to conclude their remarks when they see his/her time is up.

### ADVISORY AND STAKEHOLDER COMMENTS

Ms. Abby Beytin, President of the Teachers Association of Baltimore County, welcomed Dr. Dance to his first Board meeting and his tenure as Superintendent. She reported on the teacher and principal evaluation pilots noting that the evaluation committee's time commitment has been substantial.

Ms. Jacki Brewster, newly elected President of the PTA Council of Baltimore County, gave her background information to Board members. As an actively engaged parent, she hopes that all schools encourage parents to be partners in their child's education.

Mr. John Desmone, Executive Director of the Council of Administrative and Supervisory Employees (CASE), stated that legislation was approved that would divide CASE into two units effective July 1, 2013. He stated that CASE master agreements and pay scales could be affected.

Mr. David Basler, a representative of the American Federation of State, County, and Municipal Employees (AFSCME), stated that budgetary diligence is needed in the coming years.

ADVISORY AND STAKEHOLDER COMMENTS (cont)

Ms. Jasmine Shriver, Coordinator of the Area Education Advisory Councils, acknowledged each council chairperson for his/her hard work and dedication.

Mr. Clifford Collins, Chair of the Northwest Area Education Advisory Council, stated that he would continue to serve as chair and would schedule meetings throughout the upcoming school year, which include: PBIS, legislation forum, and update on the Common Core Standards, and the pre-budget hearings.

Ms. Beverly Coleman, Chair of the Southwest Area Education Advisory Council, stated that the council is looking forward to a productive and informative year with parents and community members. She noted that topics to be discussed this coming school year will be: Common Core Standards, pre-budget hearings, standardized testing, and legislative meet and greet.

Mr. Schmidt welcomed Councilman David Marks. Councilman Marks stated that he is looking forward to a cooperative relationship between the Board, County Executive, and County Council. Mr. Marks asked the Board to reconsider the sibling preference provided in Superintendent's Rule 6400, *Magnet Programs*.

GENERAL PUBLIC COMMENT

Mr. Michael Middleton stated that first grade parents would be affected by the revisions to Superintendent's Rule 6400, *Magnet Programs*, in 2015-2016. He asked that the rule be placed on a future Board agenda so that parents could express their views.

Ms. Jill Griffin expressed concern over the changes to Superintendent's Rule 6400 and the long term effects on the community. She does not understand why families in some neighborhoods are given priority placement while families in other neighborhoods are not.

Ms. Michele Calderon asked the Board to reconsider the changes to Superintendent's Rule 6400. She also asked that the Board reconsider the "walker" status instead of using county resources to bus students to other schools.

Mr. Timothy Griffin stated that the magnet program should be expanded and not restricted. He asked the Board to reinstate the previous Superintendent's Rule 6400 and allow kindergarten sibling and kindergarten priority placement.

Ms. Lily Rowe asked the Board to repeal the "walker" and sibling priority placement changes in Superintendent's Rule 6400.

### GENERAL PUBLIC COMMENT (cont)

Mr. Brian Trentler informed board members about other school systems in the nation that offer sibling priority placement. He asked the Board to reconsider Superintendent's Rule 6400 regarding sibling priority placement.

Mr. Pat Crain, regional director for Imagine Schools, Inc., reviewed what he claimed to be "omissions," and "discrepancies," in the Imagine Discovery Charter School report to be presented to the Board later this evening.

Mr. Scott French asked the Board to reconsider the sibling priority placement and "walker" changes in Superintendent's Rule 6400.

Ms. Jackie Turner stated that Imagine Discovery Charter School turned her child into an honor roll student. She hopes that the Board would not make a decision based upon tonight's report.

Mr. Matthew Martino stated that the sibling priority placement change in Superintendent's Rule 6400 would affect his family.

### SUPERINTENDENT'S REPORT

Dr. Dance reported that the school system's Maryland School Assessment (MSA) results were released today and that overall student performance continues to be strong. He noted that Rodgers Forge Elementary School achieved 100% in every subgroup.

Dr. Dance stated that the school system is no longer required to allow students to transfer out of Title I schools. Those students already part of the Title I program will continue to complete their careers in that school. Transportation for Title I students will continue for the 2012-2013 school year.

Dr. Dance noted that the superintendent's transition team and entry plan updates are available on the Web site.

### PRESIDENT'S REPORT

Mr. Schmidt stated that the Board is continually questioned about many areas of our educational system. These questions come from public testimony, direct inquires to Board members, public hearings on capital and operating budgets, and area advisory councils. Some are specific to individual schools, while others involve the entire system. Mr. Schmidt reported on the following topics:

PRESIDENT'S REPORT (cont)

**Welcoming Dr. Dance** – Mr. Schmidt officially welcomed Dr. Dance to Baltimore County Public Schools.

**Issue: Financial Disclosure Form** – There have been some questions relative to Policy 8364, Financial Disclosure Statements. The Board will receive a full report from the Policy Review Committee this evening.

**Principals' Academy** – The Board had an opportunity to meet principals and hear the issues.

**Mays Chapel Project** – The Building and Contracts Committee received a report earlier this evening, and the community will be kept abreast of the schedule and project.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Dance recognized the administrative appointments from the June 12, 2012, Board meeting.

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<u>SARAH K. CHAME MARTINEZ</u> (Effective July 1, 2012)	Teacher/Spanish Woodlawn High School	Assistant Principal Catonsville Middle School
<u>SAMUEL A. WYNKOOP</u> (Effective July 1, 2012)	Assistant Principal Sparrows Point High School	Principal Sparrows Point High School

ELECTION OF OFFICERS FOR SCHOOL YEAR 2012-2013

Dr. Dance presided during the election of the president of the Board of Education of Baltimore County. Dr. Dance asked for nominations for the office of president. Mr. Janssen nominated Mr. Schmidt. There being no further nominations, Dr. Dance closed the nominations for the office of president. The motion to select Mr. Schmidt was passed (favor-9; opposed-1; abstained-1). Mr. Coleman opposed the nomination. Ms. Johnson abstained from voting.

ELECTION OF OFFICERS FOR SCHOOL YEAR 2012-2013 (cont)

Mr. Schmidt assumed the chair and requested nominations for the office of vice president of the Board of Education. Mr. Parker nominated Ms. Roddy. There being no further nominations, Mr. Schmidt closed the nominations for the office of vice president. The motion to elect Ms. Roddy as vice president of the Board of Education was passed (favor-8; abstained-3). Mr. Coleman, Mr. Janssen, and Ms. Johnson abstained from voting.

OLD BUSINESS

**Board of Education Policies**

The Board Policy Committee, represented by Mr. Coleman, recommended approval of eleven policies. This is the third reading.

The Board approved the proposed changes to Policy 3160 (favor-9; opposed-2). Ms. Bright Gordon and Mr. Janssen opposed this item.

- Proposed Changes to Policy 3160 – NON-INSTRUCTIONAL SERVICES: Risk Management-School-Sponsored Activities

The Board approved the following proposed policies (favor-11):

- Proposed Deletion of Policy 4302 – PERSONNEL: Professional Staff-Tenure and Non-Tenure
- Proposed Changes to Policy 6800 – INSTRUCTION: Field Trips and Foreign Travel
- Proposed Changes to Policy 8210 – INTERNAL BOARD POLICIES: Organization-Board Officers-Election and Terms of Office
- Proposed Changes to Policy 8222 – INTERNAL BOARD POLICIES: Organization-Secretary-Treasurer
- Proposed Changes to Policy 8230 – INTERNAL BOARD POLICIES: Organization-Orientation of New Board Members
- Proposed Changes to Policy 8250 – INTERNAL BOARD POLICIES: Organization-Board Member Attendance
- Proposed Changes to Policy 8260 – INTERNAL BOARD POLICIES: Organization-Authority of Individual Board Members
- Proposed Changes to Policy 8270 – INTERNAL BOARD POLICIES: Organization-Board Committees
- Proposed Changes to Policy 8280 – INTERNAL BOARD POLICIES: Organization-Memberships

### PERSONNEL MATTERS

On motion of Mr. Janssen, seconded by Mr. Parker, the Board approved exhibit L, Transfers (Copy of the exhibit is attached to the formal minutes).

On motion of Mr. Janssen, seconded by Mr. Uhlfelder, the Board approved exhibit M, Retirements (Copy of the exhibit is attached to the formal minutes).

On motion of Mr. Janssen, seconded by Ms. Roddy, the Board approved exhibit N, Resignations (Copy of the exhibit is attached to the formal minutes).

On motion of Mr. Janssen, seconded by Mr. Coleman, the Board approved exhibit O, Leaves of Absence (Copy of the exhibit is attached to the formal minutes).

On motion of Mr. Janssen, seconded by Mr. Uhlfelder, the Board approved exhibit P, Deaths (Copy of the exhibit is attached to the formal minutes).

On motion of Mr. Janssen, seconded by Mr. Parker, the Board approved exhibit Q, Administrative Appointments (Copy of the exhibit is attached to the formal minutes).

### PROPOSED BCPS ORGANIZATION FOR 2012-2013

Mr. Janssen moved to approve the proposed Baltimore County Public Schools' (BCPS) organization. The motion of seconded by Ms. Roddy.

The Board approved the proposed Baltimore County Public Schools' organization, as presented in exhibit R (favor-11).

### PLAYGROUND EQUIPMENT AT WESTCHESTER ELEMENTARY SCHOOL

Ms. Verletta White, Assistant Superintendent of Elementary Schools, Zone 3, stated that the playground equipment at Westchester Elementary School is being purchased with donations from parents, friends, and families of the Catonsville community. All donations were given freely to the Playground Improvement Fund. Westchester Elementary School opened in 1998, and had a designated playground. In 2003, Baltimore County Department of Recreation and Parks worked with BCPS facilities to install six play items. In 2011, only one of those items remains standing.

On motion of Mr. Bowler, seconded by Mr. Uhlfelder, the Board approved the playground equipment at Westchester Elementary School as presented in exhibit S (favor-11).



FLAGPOLE AT TOWSON HIGH SCHOOL'S ATHLETIC FIELD

Dr. Edward Newsome, Jr., Assistant Superintendent of High Schools, stated that the flagpole at Towson High School's athletic field is being erected with monies privately funded through the Towson Sports Boosters Club, Inc. The evaluation of the flagpole will be based on it meeting all applicable electrical and structural codes associated with the installation process.

On motion of Mr. Parker, seconded by Mr. Coleman, the Board approved the installation of the flagpole at Towson High School's athletic field as presented in exhibit T (favor-11).

PROMETHEAN BOARDS AT RODGERS FORGE ELEMENTARY SCHOOL

Ms. White stated that the PTA has raised funds through its annual fundraising event, Tech Trek, to purchase and install 20 Promethean boards with attached projectors and two ActivPanels at Rodgers Forge Elementary School. The promethean boards will be mounted over existing chalk boards in the classrooms.

On motion of Mr. Uhlfelder, seconded by Mr. Coleman, the Board approved the purchase and installation of promethean boards at Rodgers Forge Elementary School as presented in exhibit U (favor-11).

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Mr. Parker, recommended approval of items 1-8 (exhibit V).

The Board approved these recommendations.

1. JNI-730-11 Contract Modification and Extension: Preliminary Scholastic Achievement Test – National Merit Scholarship Qualifying Test (PSAT/NMSQT)
2. JMI-624-12 Adhesive Whiteboard Material, Multimedia Boards, and Associated Installation Services
3. JMI-602-13 Microcomputer Hardware, Personal Computers, Laptops, Servers, and Related Peripherals
4. MWE-840-13 Technology Systems Integration
5. RGA-101-13 Virtual Learning Support
6. PCR-253-12 Vehicle Auction Services
7. JMI-605-13 Verizon Services – Dundalk and Sollers Point High Schools
8. MWE-813-12 Request for Approval: Energy Performance Contracting

### BUILDING AND CONTRACT AWARDS (cont)

Mr. Janssen stated that following the Mays Chapel presentation provided to the Building and Contracts Committee earlier, several individuals spoke to him about the bus and car loop and entrance into the school. Mr. Janssen recommended that a traffic engineer review and provide a recommendation to the Board for placement of the entrance into the new school. Mr. Michael Sines, Executive Director of Physical Facilities, stated that the access point comes up multiple times and that the school system will conduct a thorough analysis of the placement of the entrance.

Mr. Bowler expressed concern over the bus loop and buses having ample space to back up. Mr. Sines stated that the presentation is a schematic design only. When buses enter the school there will be a loop where the buses would turn and be placed at an angle so that buses would not have to back up.

### WORK SESSION REPORTS

The Board received the following reports:

- A. **Board of Education Policies** – Mr. Coleman reported that the Board of Education’s Policy Committee had met to consider the policies presented this evening, and that the committee is recommending approval of these policies. This is the first reading.
- Proposed Changes to Policy 8312 – INTERNAL BOARD POLICIES: Operations-Public Meetings
  - Proposed Deletion of 8313 – INTERNAL BOARD POLICIES: Operations-Meeting: Notice
  - Proposed Changes to Policy 8320 – INTERNAL BOARD POLICIES: Operations-Final Action by the Board
- B. **Report on the Review of Board of Education Policy 8364** – Mr. Coleman reported that the Policy Review Committee members discussed this matter in May and again in June of 2012, at the request of the Board President, to determine whether the financial disclosure requirements for employees should differ from those for Board members. The committee members have again recommended that no changes be made to Policy 8364 concerning financial disclosure for employees. After additional discussion of this issue, the Committee’s recommendation has not changed.

WORK SESSION REPORTS (cont)

Mr. Janssen asked how the committee arrived at which employees were to complete the financial disclosure form. Mr. Coleman responded that the committee discussed the issue in length and was informed that principals handle an operating budget and make purchasing decisions.

Mr. Schmidt asked whether the committee had reviewed financial disclosure forms from other school systems. Mr. Uhlfelder responded that he does not believe that the committee needs to review other school systems' disclosure forms. Mr. Uhlfelder stated that principals have been required to complete the financial disclosure forms for years. The question is whether the new form is intrusive. Mr. Uhlfelder believes that the new form is not intrusive. Mr. Parker and Mr. Moniodis concurred with Mr. Uhlfelder.

Ms. Bright Gordon exited the room at 9:07 p.m.

Mr. Schmidt stated that the biggest objection he heard from principals was the issue around real estate disclosure. Mr. Uhlfelder suggested that the form be examined line by line when the policy is scheduled to come to the committee for any future review.

Ms. Bright Gordon re-entered the room at 9:09 p.m.

Mr. Collins stated that the requirement was reasonable, given that principals are public employees.

Ms. Johnson exited the room at 9:11 p.m.

- C. **Fiscal Year 2014 Operating and Capital Budget Schedules** – Ms. Barbara Burnopp, Chief Financial Officer, outlined the FY 2014 operating and capital budget schedules for the upcoming school year. Ms. Burnopp noted that the books with the FY2013 Adopted Operating Budget would be provided to Board members prior to the next Board meeting.

Ms. Johnson re-entered the room at 9:13 p.m.

- D. **Update on Imagine Discovery Charter School** – Ms. Patricia Lawton, Assistant Superintendent of Elementary Schools, Zone 2, and Ms. Kathleen McMahon, Executive Director of Special Programs, PreK-12, reported on the achievement of students attending Imagine Discovery Charter School (IDCS). The achievement data included in the report is from the 2010-211 school year. The report included:

WORK SESSION REPORTS (cont)

- History of IDCS
- Percentage of students receiving free and reduced-price meals (FARMs) and special education services
- Curriculum and Assessments – *Core Knowledge* is the curriculum and the Stanford Achievement Test (SAT) series, Tenth Edition, is used to assess student progress.
- MSA results in reading and math.
- SAT 10 reading and math comparisons.

Ms. Bright Gordon and Mr. Bowler exited the room at 9:15 p.m.

Mr. Bowler re-entered the room at 9:17 p.m.

Mr. Collins asked how IDCS students' scores compare to students' scores in the surrounding area. Ms. McMahon responded that Appendices B and C of the report provide the information about the neighborhood schools.

Ms. Lawton addressed performance on the MSA as compared to other Baltimore County public schools:

- Elementary reading – 80.60% IDCS while system wide 90.30% are proficient or advanced
- Middle reading – 75.30% IDCS while system wide 83.20% are proficient or advanced
- Elementary math – 68.1% IDCS while system wide 88.70% are proficient or advanced
- Middle math – 42.50% IDCS while 72.70% are proficient or advanced

Mr. Schmidt asked whether the underachievement of IDCS students in math is the result of a different math program. Ms. Lawton responded that IDCS does not employ the same curriculum as other Baltimore County public schools; however, IDCS curriculum does align with the Maryland State curriculum.

Mr. Coleman asked whether professional development was also offered to IDCS staff, with Ms. Lawton responding affirmatively. Mr. Coleman asked whether supervisors could visit IDCS and observe classes and offer assistance. Ms. Lawton responded that it would be difficult because the curriculum is different. Mr. Coleman asked whether this information in the report provided to IDCS staff. Dr. Dance responded that this information will be shared with IDCS staff and that a follow-up report with recommendations would come to the Board in August.

WORK SESSION REPORTS (cont)

Mr. Bowler asked which math program is being used at IDCS and how is it being taught.

Mr. Janssen asked whether IDCS had violated any special education requirements. Ms. Lawton responded that the Office of Special Education has been working with IDCS to resolve any compliance issues.

Mr. Coleman stated that he had visited IDCS and observed several classrooms and believes that the classroom instruction needed improvement.

Ms. Johnson asked whether gifted and talented students were identified at IDCS. Ms. Lawton responded that IDCS has opted not to identify gifted and talented students. Ms. Johnson asked whether staff at IDCS believes in identifying gifted and talented students. Ms. McMahon responded that no data was entered into STARS for gifted and talented students at IDCS.

Ms. Johnson requested additional information on IDCS percentage of suspensions in a future report.

Ms. Roddy stated that it would be helpful to the Board to include previous data to understand trends.

Mr. Uhlfelder asked whether staff was addressing the enrollment increase. The charter agreement states that enrollment would not exceed 660; however, the projected enrollment is 704. Ms. McMahon responded that IDCS would like to increase the enrollment to 704.

Mr. Schmidt asked the Superintendent and staff to provide the Board with a more comprehensive look at IDCS. The report should include in-depth information on special education and how Core Knowledge relates to Common Core Standards.

INFORMATION

The Board received the following as information:

- A. Revised Superintendent's Rule 1110.1 (renumbered to 1120) – COMMUNITY RELATIONS: Communication with the Public-Copyright
- B. Revised Superintendent's Rule 1600 – COMMUNITY RELATIONS: Public Charter Schools

INFORMATION (cont)

- C. Revised Superintendent's Rule 3160 – NON-INSTRUCTIONAL SERVICES: Risk Management-School-Sponsored Activities
- D. Revised Superintendent's Rule 4101 – PERSONNEL: Conduct-Drug-Free Workplace
- E. Revised Superintendent's Rule 4302 – PERSONNEL: Professional Staff-Awarding and Maintaining Tenure
- F. Revised Superintendent's Rule 4303 – PERSONNEL: Professional Staff-Termination of Unsatisfactory Tenured Teachers
- G. Deletion of Superintendent's Rule 6202, Form E – INSTRUCTION: Copyright Permission Request
- H. Revised Superintendent's Rule 6800 – INSTRUCTION: Field Trips and Foreign Travel
- I. Financial Report for the months ending May 2011 and 2012
- J. Board of Education Policies Scheduled for Review in School Year 2012-2013
- K. Policy Editing Conventions
- L. Appeals and Hearings Handbook
- M. Southeast Area Education Advisory Council Minutes of May 14, 2012
- N. Northeast Area Education Advisory Council Minutes of June 13, 2012

ANNOUNCEMENTS

Mr. Schmidt made the following announcements:

- The Board of Education of Baltimore County will be meeting to conduct a retreat on Saturday, July 14, 2012, beginning at approximately 8:00 a.m., at Cockeysville Middle School. During this retreat, the Board will discuss the Superintendent's specific leadership targets and explore opportunities to strengthen the Board's governing capacity.
- The Board of Education will hold its next meeting on Tuesday, August 7, 2012, at Greenwood. The meeting will begin with an open session at approximately 5:15 p.m. The Board will then adjourn to meet in closed session. The open session will reconvene at approximately 7:00 p.m. The public is welcome to all open sessions.

ADJOURNMENT

Since there was no further business, the Board adjourned its meeting at 9:54 p.m.

Respectfully submitted,

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S. Dallas Dance, Ph.D.  
Secretary-Treasurer

/bls

## TENTATIVE MINUTES

### REPORT OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY RETREAT

Saturday, July 14, 2012

The Board of Education of Baltimore County, Maryland, met in open session for a retreat on Saturday, July 14, 2012, at 8:06 a.m. at Cockeysville Middle School. President Lawrence E. Schmidt, Esquire and the following Board members were present: Cornelia Bright Gordon, Esquire, Mr. Rodger C. Janssen, George J. Moniodis, H. Edward Parker, Ms. Valerie A. Roddy, and Mr. David Uhlfelder. In addition, Dr. S. Dallas Dance, Superintendent of Schools; Mr. Kevin Hobbs, Deputy Superintendent; Ms. Michele Prumo, Chief of Staff; Dr. Roger Plunkett, Assistant Superintendent, Curriculum and Instruction; Margaret-Ann F. Howie, Esquire, General Counsel; Andrew W. Nussbaum, Esquire, Counsel to the Board of Education; Ms. Brenda Stiffler, Administrative Assistant to the Board; and representatives of community were present.

Mr. Schmidt and Dr. Dance thanked the Board and staff for attending the retreat.

Mr. Doug Eadie, founder and president of Doug Eadie and Company, explained how the Board could build a higher-impact governing body, develop a strong board-superintendent partnership, and create a strategic management direction.

Board member, Mr. Michael J. Collins, entered the room at 8:11 a.m.

At 8:31 a.m., Board members and staff were divided into three breakout groups. The groups discussed the top five issues for each area. The groups then reported on their discussions as follows:

A. Superintendent's CEO Leadership Targets: Internal Educational Leadership and Management

Framework for Teaching and Learning

- School/office capacity
- Talent Management: Leadership
- Continuous Improvement: Review of program and processes
- Internal communications
- Grow our own leaders
- Use of student performance data
- Talent Management: recruit, retain, and hold accountable
- Review process transparency



#### Internal Issues

- School capacity
- Curriculum outputs
- Review existing programs
- Evaluate/assess top staff
- Student outcomes
- Office sites
- Charter schools
- Instructional philosophy and delivery
- Instructional technology

#### Board of Education Assistance

- Deliberate succession planning

#### Challenges

- Institutional culture
- Unknown federal and state mandates (unfunded)
- Smaller cadre of experienced leadership

### B. Superintendent's CEO Leadership Targets: External Relations

#### Media

- Fairness
- Responsiveness

#### Business Community

- Increase the number of community partners
- High-quality schools

#### Employee Groups/Unions

- Cooperation

#### Higher Educational Partners

- Highly-qualified teachers
- Equipped students

#### Government (all levels)

- Money
- Accountability

#### Superintendent's Steps

- Communicate, communicate, communicate
- Extensive public appearances
- Clear and concise messages
- Involve staff and Board in messaging (preparedness)

- Build strong relationships
- Accountability
- Transparency
- Open door policy

C. Building a Rock-Solid Board-Superintendent Partnership

Communication

- Formal or informal
- Local or systemwide
- Public communication
- Friday Letter
- Productive partnership
- Reports – Specific or General

Summary

- Trust
- Communication
- Respect

At 11:54 a.m., the Board adjourned for a brief lunch recess.

At 12:24 p.m., the Board reconvened the retreat with a PowerPoint presentation from Mr. Eadie. The presentation included topics involving:

- High-Impact Governing
- Strategic Governing Teams
- Updating the Board's Governing Work and Processes
- Well-Designed Governing Committees
  - Planning and Development
  - Performance/Oversight Monitoring
  - External/Stakeholder Relations

Mr. Parker exited the room at 1:37 p.m.

Dr. Dance noted that the current Board work would not change; however, the structure would. Mr. Schmidt stated that a majority of the Board's functions may be restructured. The Board would have to streamline what goes into each committee.

Following the presentation, the Board convened in the three breakout groups. The groups reported and discussed the top five issues for each area, and reported as follows:

D. Strengthening Board Planning Work

Values

- Equality for all students
- Continuous improvement
- Maintaining quality
- Treating each other with respect
- Pursuit of excellence
- Strong work ethic
- Doing what is in the best interest of all students
- Safe environment
- Address problems head on
- Ethical behavior

Strengthen Involvement

- Pre-budget operation issues
- Work sessions must be meaningful
- Increase Board input on agenda
- Define front-end critical operating issues
- Cost implications of policy changes
- Board members needs to ask in-depth questions

Input on Budget

- Use of work sessions
- Set priorities
- Staff should solicit Board members' comments
- Pre-budget guidance on critical issues

E. Strengthening Board Performance Monitoring and External Relations

Educational Performance

- Teacher/principal/central office
- Ongoing two-way feedback
- Continuous Improvement
- Support and provide resources to staff
- Programmatic evaluation

Board Performance Reports

- Overall performance reports are thorough
- Include all data to show trends/patterns
- Hear from teachers, administrators, executive staff

Board Reports on Financial Performance

- Continue doing what we have been doing
- School level funding information
- How are funds allocated
- How are funds actually spent

Additional Information

- Possible third party survey of the public and elected officials (perception would be helpful for new superintendent)
- 360 degree evaluation feedback

Baltimore County Public School (BCPS) seen by public as:

- Accountable

Board of Education wants to be seen as:

- Focused and effective team
- Responsive to issues and concerns
- Accountable for student achievement
- Answering to the community in timely fashion

Steps to Promote BCPS Image

- "At-A-Glance" tri-fold
- Visibility
- Simply listen
- Align schools in area with Board member
- Grass roots advocacy program

F. Strengthening Board Self-Management

Composition

- Non-educators
- Legal
- Business
- Financial
- Racial/gender ethnic-diversity
- Geographically diverse
- Parent representation
- Diverse maturity

Expectations

- Attendance at Board/ committee meetings
- Active engagement
- Adherence to norms
- Attend high priority events
- Professional conduct
- Prepared - homework

Interaction Guidelines

- Police ourselves
- Hold ourselves accountable to norms

Steps to Creating “Teams”

- Establish clear communication mechanisms
- Establish “right” norms
- Periodic self assessment
- Ownership
- Individual/group recognition
- Capitalize on positive

Board/Staff Interaction

- Mutual respect
- Access to Board members
- Chain of command
- Parent concern (Ombudsman)
- Respect confidentiality

Mr. Collins exited the room at 3:12 p.m.

Based upon the discussion of each group, Mr. Eadie will provide a final report to the Board and Superintendent for review.

The retreat ended at 4:00 p.m.

Respectfully submitted,

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S. Dallas Dance  
Secretary-Treasurer

/bls