

TENTATIVE, SUBJECT TO CHANGE

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, April 20, 2004  
4:30 P.M.-Closed Session, 7:30 P.M.-Open Session  
Educational Support Services Building

- I. PLEDGE OF ALLEGIANCE
- II. SILENT MEDITATION IN REMEMBRANCE
- III. AGENDA  
Consideration of the agenda for April 20, 2004
- IV. MINUTES  
Consideration of the Open and Closed Minutes of February 25, 2004; and Open and Closed Minutes of March 9, 2004 Exhibit A
- V. SUPERINTENDENT'S REPORT
- VI. OLD BUSINESS  
Consideration of Proposed Board Meeting Schedule, 2004-2005 (Mr. Sasiadek)  
Exhibit B
- VII. RECOGNITION OF ADVISORY COUNCIL APPOINTMENTS FROM MARCH 23, 2004 (Mr. Grimsley)
- VIII. REPORTS
  - A. Recognition of Scott Aucoin, Sixth Grader, Sudbrook Middle Magnet School (Mr. Sasiadek)
  - B. Recognition of Pupil Personnel Worker Week, May 2-8, 2004 (Mr. Sasiadek)
  - C. Recognition of School Psychology Week, May 2-8, 2004 (Mr. Sasiadek)
  - D. Proposed Staffing Plan for Special Education 2004-2005 (First Reading) (Mr. Boone)  
Exhibit C
  - E. Summary of School Legislation (Dr. Poff)  
Exhibit D

IX. NEW BUSINESS

- A. Consideration of consent to the following personnel matters: (Mr. Grimsley)
1. Retirements Exhibit E
  2. Resignations Exhibit F
  3. Leaves Exhibit G
  4. Deaths Exhibit H
  5. Administrative Appointment Exhibit I
- B. Consideration of Negotiated Master Agreement(s) with: (Mr. Grimsley)
1. AFSCME Exhibit J
  2. BACE
  3. PSNA
  4. TABCO
- C. Consideration of consent to the following contract awards: (Ms. Burnopp)  
(Mr. Gay)  
Exhibit K
1. eCatalog Contracts (a through w)
    - a. eCatalog--Art Photo Supplies
    - b. eCatalog--Art Supplies
    - c. eCatalog--Audio-Visual Supplies
    - d. eCatalog--Family Studies Supplies
    - e. eCatalog--Handwriting Materials
    - f. eCatalog--Interscholastic Athletic Equipment and Supplies
    - g. eCatalog--Interscholastic Football Supplies and Equipment
    - h. eCatalog--Library Instructional Media
    - i. eCatalog--Math Supplies
    - j. eCatalog--Media Supplies--Elementary
    - k. eCatalog--Media Supplies--Secondary
    - l. eCatalog--Media Supplies--Special Education
    - m. eCatalog--Medications and First Aid Supplies
    - n. eCatalog--Music--Instrumental Supplies
    - o. eCatalog--Music--Vocal Supplies
    - p. eCatalog--Physical Education Supplies and Equipment
    - q. eCatalog--Science Supplies
    - r. eCatalog--Technology Education Equipment and Supplies
    - s. eCatalog--Textbooks—Elementary School
    - t. eCatalog--Textbooks—High School
    - u. eCatalog--Textbooks—Middle School
    - v. eCatalog--Textbooks—Special Education School
    - w. eCatalog--Unique Office Supplies

IX. NEW BUSINESS (cont)

2. Contracted Services – Preventative Maintenance, Start-up, Shutdown, and Repair of Chillers, Cooling Towers, Condensers and Other AC Equipment
3. Contracted Services – Marriott’s Hunt Valley Inn - Baltimore
4. Diesel Anti-freeze
5. Dynamic Indicators of Basic Early Literacy Skills
6. *Fast Track* Intervention Curriculum Materials
7. Food Service: Bread Products
8. Food Service: Dairy and Related Products
9. Gasoline and Diesel Fuel
10. Lubricants and Motor Oils
11. *Mathematics Yes*, Online Professional Development
12. Supplies Contract—Sport Floor-care Finish, Cleaner, and Mop Treatment

- D. Consideration of consent to the following Building Committee Recommendations: (Building Committee)
1. Award of Contract – ADA Upgrades at Chesapeake Terrace Elementary School Exhibit L
  2. Award of Contract – ADA Upgrades at Mars Estates Elementary School Exhibit M
  3. Award of Contract – ADA Upgrades at Rodgers Forge Elementary School Exhibit N
  4. Award of Contract – Reroofing Project at Parkville Middle School Exhibit O
  5. Award of Contract – Reroofing Project at Overlea High School Exhibit P
  6. Award of Contract – Reroofing Project at Owings Mills Elementary School Exhibit Q
  7. Award of Contract – Boiler Replacement at Randallstown High School Exhibit R
  8. Award of Contract – Exterior Door Replacements at Dulaney High, Middleborough Elementary, and Halethorpe Elementary Schools Exhibit S
  9. Contract Modifications – Construction Management Services at New Town High School Exhibit T

X. INFORMATION

- A. Office of Third Party Billing Annual Report for 2002-2003 Exhibit U
- B. Calendar Adjustment for 2003-2004 School Year Exhibit V
- C. Revised Rule 5140 – Students: Enrollment and Attendance Exhibit W
- D. Southwest Area Educational Advisory Council Meeting Minutes of February 18, 2004 Exhibit X

XI. ANNOUNCEMENTS

- A. Constituent Groups
- B. Public Comment

Next Board Meeting  
7:30 PM

May 11, 2004  
Greenwood

## TENTATIVE MINUTES

## BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Wednesday, February 25, 2004

The Board of Education of Baltimore County, Maryland, met in open session at 5:25 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mrs. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John Hayden, Ms. Jean Jung, Mr. Michael P. Kennedy, Ms. Joy Shillman, and Mr. James Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Mr. Sasiadek reminded Board members of upcoming functions including:

- Commencement Schedule for 2004

Mr. Sasiadek stated that Dr. Grasmick would not be attending the Board meeting because of an urgent meeting in Annapolis.

Ms. Murray entered the room at 5:35 p.m.

Board members briefly reviewed and discussed the new diploma proposal.

Mr. Walker moved that the student Board member be permitted to participate in closed session discussions. The motion was seconded by Mrs. Ettinger and unanimously approved by the Board.

At 5:55 p.m., Mr. Arnold moved the Board go into closed session to discuss personnel matters and to conduct matters related to the negotiations pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(9). The motion was seconded by Mr. Walker and unanimously approved by the Board.

CLOSED SESSION MINUTES

Mr. Randy Grimsley, Executive Director of Human Resources, reviewed with Board members personnel matters to be considered this evening.

At 7:00 p.m., Mr. Hayden moved to adjourn the closed session for a brief dinner recess. The motion was seconded by Mr. Arnold and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in open session at 7:42 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Francesca Cirincione, Mrs. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John A. Hayden, III, Ms. Jean Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Ms. Joy Shillman, and Mr. James Walker. In addition, Dr. Joe A. Hairston, 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 Lena Shalaby, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Dr. Hairston noted one adjustment to the agenda for this evening's meeting. Mr. Sasiadek respectfully requested to remove item VII, State Superintendent of Schools, from the agenda. Dr. Grasmick had to attend a meeting in Annapolis.

### MINUTES

Hearing no additions or corrections to the Public Hearing Minutes on Proposed FY2005 Operating Budget; and Open and Closed Session Minutes of January 28, 2004, Mr. Sasiadek declared the minutes approved as presented on the website.

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

### SPECIAL ORDER OF BUSINESS

On motion of Mrs. Ettinger, seconded by Mr. Walker, the Board approved the reappointment of the Superintendent's Contract.

Mrs. Ettinger commented that Dr. Hairston has focused on the challenging task of aligning resources, both human and fiscal, to promote achievement for all students.

Mr. Walker commented the race isn't over in our school system. But it gives him a feeling of comfort that Dr. Hairston will be at the helm for the next four years. He remarked that Dr. Hairston has always referred to BCPS as "the school system" and not "a system of schools."

Ms. Jung was pleased about where BCPS has come from and excited about where the school system is going. She thanked Dr. Hairston for bringing outstanding people into the school system to work with him.

Mr. Arnold commented that what really stood out with Dr. Hairston was his tenacity and enthusiasm for children and for doing what is right for all children. He noted that the budget process has significantly improved over the past four years.

Mr. Sasiadek remarked BCPS has taken a giant step forward from where we were four years ago. He stated that Dr. Hairston is one of the golden threads of our cloth that binds us together as a family in Baltimore County.

### SUPERINTENDENT'S REPORT

Dr. Hairston expressed appreciation to Deputy Superintendents' Ms. Christine Johns and Mr. J. Robert Haines, and Chief of Staff, Ms. Merle Audette. He also thanked all Baltimore County Public Schools employees for their hard work and dedication.

Dr. Hairston announced that Ms. Kathleen Cave, Technology Integration teacher from Sparks Elementary School, was selected as 2004 Maryland Outstanding Technology User of Education.

Dr. Hairston distributed a brochure to the Board from the Superintendents' Conference in San Francisco, which shows other school systems utilizing various buildings as school sites.

### OLD BUSINESS

#### **Proposed Operating Budget for FY2005**

Mr. Sasiadek noted the exhibit on the website had a missing page. The hard copy distributed tonight is the correct exhibit for this evening's meeting.

With regards to Mr. Kennedy's question on additional staffing in the Infants and Toddlers program, Ms. Burnopp, Executive Director of Fiscal Services, stated the budget has not changed since the work session. Mr. Kennedy recommended the comments made at the public hearing be reviewed to ensure this program is not understaffed.

Mr. Kennedy inquired whether there is a problem with copiers in schools. Ms. Burnopp responded that copier information has been supplied to the Board in the weekly Friday letter. Mr. Kennedy recommends generating a survey that provides feedback from administrative staff and teachers in schools regarding copiers.

Mr. Kennedy expressed concern over not having a dedicated fund to pay for employees on sick leave. Mr. Grimsley stated BCPS uses the central funding substitute fund in the operating budget to fill those positions. Mr. Kennedy requested figures as to how much money is spent out of the central funding substitute fund for administrators.

With regards to the Gifted and Talented program, Ms. Murray commented that the Board consider using redirected funds to go back into the program as appropriate.

Mrs. Ettinger noted the Board recognizes this is a lean budget year and the system is attempting to be responsible for the use of its funds. She believes the Superintendent has expressed a strong commitment with regards to the Gifted and Talented program.

Mr. Hayden echoed Mrs. Ettinger's comments and is a strong proponent of restoring the funds back into the Gifted and Talented program as quickly as possible.

On motion of Mrs. Ettinger, seconded by Mr. Kennedy, the Board approved the Proposed Operating Budget for FY 2005 (Exhibit B).

### REPORTS

The Board received the following reports:

- A. **Revised Policy 2372 – Conduct: Tobacco** – Ms. Satterfield, Executive Director of Student Support Services and Ms. Michelle Prumo, Health Services Coordinator, stated this is the first reading of revised Policy 2372. Ms. Satterfield stated changes reflect current language and to implement a smoke-free, tobacco-free environment on schools grounds 24 hours a day/7 days a week.

Mr. Kennedy asked if this would include softball and football fields. Ms. Satterfield responded affirmative. With regards to policing schools, Ms. Satterfield stated signs would be posted throughout school grounds. She noted the policy change would be communicated to all stakeholder groups as well as communities.

Mrs. Ettinger requested written information from neighboring school systems to see what their experience has been with implementing a similar policy. Ms. Prumo noted that school buildings have been tobacco-free for 10 years and organizations utilizing school buildings have adhered to this policy. She stated the Use of Facilities form would be expanded to include school grounds.

### PERSONNEL MATTERS

On motion of Mr. Kennedy, seconded by Mr. Hayden, the Board approved the personnel matters as presented on Exhibits D, E, F, G, H and I. (Copies of the exhibits are attached to the formal minutes.)

### CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Walker, the Board approved item 1 (Exhibit J).

1. Automotive Service Technology Equipment

### BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1 and 3 (Exhibit K and M). Ms. Shillman pulled item 2 for further discussion. Mr. Arnold abstained from voting on item 3 (Exhibit M).

1. Award of Contract – Material Testing at Woodholme Elementary School.
3. Change Order – Design and Construction Administration Services at Woodholme Elementary School



Item 2

Mr. Hayden asked if the design cost included site work and dirt movement. Mr. Cassell responded there would be dirt movement and as well the requirement to meet fire code and ADA regulations.

With regards to Mr. Walker's question concerning the construction management course, Ms. Bailey stated 30 students are currently enrolled to begin the course next year. She noted this course is a 4-credit career completer. Mr. Walker asked if the continuation of the program is contingent upon building the pavilion. Ms. Bailey responded the pavilion is needed for large-scale construction projects. She noted this program is modeled closely to the course at Eastern Technical High School. Mrs. Bottom, Manager of the Construction Management Services, remarked usage of the pavilion would be to teach students grading and scaffolding use, ladder use, portable power tool use, and wall and ceiling framing.

Ms. Shillman asked if the construction management course could continue to be taught without the addition of the pavilion. Mrs. Bottom responded the course could be taught using scale model projects; however, the pavilion would allow students to learn the expectation in the industry and prepare them for the real world.

Mrs. Ettinger ask if this pavilion were scaled down version, would it provide the space necessary for students to benefit from the program. Mrs. Bottom responded affirmatively. Mrs. Ettinger inquired as to how many pavilions are currently in existence. Mrs. Bottom stated three: Perry Hall High, Lansdowne High, and Eastern Technical High Schools. Mrs. Ettinger commented there have been concerns over the years that BCPS has not provided the construction trade experiences that people felt were worthwhile.

With regards to Ms. Jung's question, Mrs. Bottom responded one high school currently offers the construction management course, which is Eastern Technical High School and New Town High will be the second. Ms. Jung asked if the program would be expanded elsewhere. Mrs. Bottom stated not at this time.

Mr. Walker remarked he was glad this opportunity is being offered to the students in the Northwest area.

On motion of Mr. Kennedy, seconded by Mr. Walker, the Board voted to approve item 2. Ms. Shillman voted to oppose this item.

2. Change Order – Design and Construction Administration Services at New Town High School (Exhibit L)

### SCHOOL LEGISLATION

On motion of Mr. Kennedy, seconded by Ms. Jung, the Board voted to support HB208 – Education – County Boards Of Education – Competitive Bidding.

On motion of Mr. Kennedy, seconded by Mr. Hayden, the Board voted to support HB345 - (SB 245) Bridge to Excellence in Public Schools Act – Trigger Provision – Repeal

Mrs. Ettinger moved approval of SB 174 - (HB 741) Education – Maryland School for the Blind – Notice to Parents or Guardians of Availability of Programs. Mr. Kennedy seconded the motion.

On motion of Mr. Kennedy, seconded by Mrs. Ettinger, the Board voted to support SB 526 - (HB 851) Education – Distressed Schools – Performance Incentive Grants.

Mr. Kennedy noted on Wednesday, March 3, there would be a Legislation Reception Day from 10:30 a.m. – 1:30 p.m. at the Miller Center Office building and all are welcome.

Mr. Sasiadek inquired about the teacher retirement situation. Dr. Poff responded that Senator McFadden and Delegate Adrienne Jones from Baltimore County have introduced legislation to revise the mentioned program. An analysis has not been completed and hearing date not yet established.

### INFORMATION

The Board received the following as information:

- A. Revised Rule 2372 – Conduct: Tobacco
- B. Revised Rule 5150 – Students: Enrollment and Attendance
- C. Southeast Area Advisory Council Minutes of January 20, 2004

### ANNOUNCEMENTS

Mr. Sasiadek made the following announcements:

- Schools and offices will be closed on Tuesday, March 2, 2004, in observance of Primary Election Day. Schools will reopen for students and teachers on Wednesday, March 3, 2004.

### ANNOUNCEMENTS (cont)

- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, March 9, 2004, at Greenwood. The meeting will begin with an open session at 5:00 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions. The Board will host the Area Advisory Council Officers for dinner on March 9 from 6:00 – 7:30 p.m.

Mr. Sasiadek reminded speakers to refrain from discussing any matters that might come before the board in the form of an appeal, as well as any personnel matters.

### STAKEHOLDER GROUPS

Ms. Maggie Kennedy, Baltimore County Education Coalition representative congratulated Dr. Hairston on his reappointment. She noted that the coalition met on February 24<sup>th</sup> and clarified their mission statement. Ms. Kennedy looks forward to meeting with County Executive, Jim Smith, on March 11 at 6:00 p.m. Ms. Kennedy remarked the operating budget shows a commitment to support public education.

Ms. Kelli Nelson, Advisory Committee for Special Education Chairperson, congratulated Dr. Hairston his reappointment. She noted their regularly scheduled meeting did not take place this month. In place of the meeting, the advisory committee attended the Thornton rally.

Ms. Meg O'Hare, Northeast Area Educational Advisory Council Chairperson, noted their next meeting would be on March 3<sup>rd</sup> at Overlea High School with the topic being high school assessment. She noted that 70 out of 103 elementary schools are participating in the science and technology fair. The science fair will take place at New Town High School on May 21 and 22. Ms. O'Hare announced a work session with the County Council on March 9<sup>th</sup> at 2:00 p.m. She commented House Bill 1604 regarding student capacity will go a long way and should be supported. She expressed her sympathy to the families of the two Baltimore County students who were involved last week in a fatal accident.

Mr. Stephen Crum, Southeast Area Educational Advisory Council representative, congratulated Dr. Hairston on his reappointment. He commented the budget book has more in it than numbers; it shows how the various areas are performing while disparities need to be addressed. Mr. Crum remarked that performance standards should increase not decrease.

Ms. Abbey Beytin, Northwest Area Educational Advisory Council Chairperson, remarked the council met at Wellwood Elementary School on Tuesday, February 17<sup>th</sup> with the topic being group homes and the impact in the northwest area. Delegates Adrienne Jones and Bobby Zirkin and Senator Delores Kelley attended and discussed legislation they are working on to help alleviate the problem. Ms. Beytin provided a report from the meeting to Board members.

STAKEHOLDER GROUPS (cont)

Ms. Marcella Kehr, BACE President, congratulated Dr. Hairston on his reappointment. With regards to the operating budget, Ms. Kehr thanked the Board for their commitment and dedication to the students and employees.

Ms. Paula Simon, Past President of CASE, was pleased with positive relations with the negotiation process. She remarked that CASE is working diligently with County Executive and the County Council to support the operating budget.

Dr. Ella White Campbell, Minority Achievement Advisory Group Chair, thanked Dr. Hairston for an outstanding job in moving the school system into the new millennium. She would like to see parents have the ability to monitor their child's progress on a day-to-day basis on the web (COGNOS). Dr. Campbell commented everyone has to work together to achieve BCPS' goal.

Mr. Michael Franklin, PTA President, expressed the PTA's condolences of the two Baltimore County students lost in an automobile accident last week. Mr. Franklin remarked that the PTA supports the operating budget, but believes it is a minimal budget. Mr. Franklin stated the highlight of the budget is the transition center. He also commented that placing the policy and rule manual on line is a major step in the right direction. Mr. Franklin commented that the PTA is in strong favor of county council bill 16, which would reduce the overcrowding of schools.

Ms. Cheryl Bost, TABCO President, Ms. Bost congratulated Dr. Hairston on his reappointment. Ms. Bost thanked the Board for adopting the proposed FY05 operating budget. She commented that full funding of Thornton is important to the success of public education in the state. Ms. Bost announced the education coalition rally on Monday, March 29<sup>th</sup> in the Lowe building in Annapolis. She commented on Secretary Paige's remarks in the news.

PUBLIC COMMENT

Ms. Kelli Nelson, Chair of the Interagency Council for Infant and Toddlers Program, shared with the Board a letter from Dr. Carol Ann Baglin from MSDE which states that a condition of receipt for FY05 federal and state funding distributed through CLAEF will be approved documentation that the local Infants and Toddlers Program will ensure the delivery of continuous year round service to eligible children by June 2004. Ms. Nelson remarked that mechanisms are not in place to ensure continuous, uninterrupted service for all children; BCPS may be in jeopardy of receiving federal and state funds. She highlighted issues noted in the annual monitoring report from MSDE.

Mr. Rodger Janssen congratulated Dr. Hairston on his reappointment. Mr. Janseen believes the proposed FY05 operating budget is in no way a step to make any kind of recovery.

Mr. Imam Khalil Majdalawi would like the Board to recognize and consider two Muslim holidays on the school calendar.

PUBLIC COMMENT (cont)

Mr. Muhammad Jameel congratulated Dr. Hairston on his reappointment. He remarked that Muslim population has increased since 1970 and requested two Muslim holidays being recognized on school calendar. He remarked his children had to double up on their work when missing the two Muslim holidays.

Dr. Ayman Akkad stated his children are fortunate to be part of the BCPS system. He is requesting the Board consider two Muslim holidays be added to the school calendar.

Mr. Haider Thamir commented he has two children in Baltimore County Public Schools. In the past ten years, his daughter has not been absent from school without cause for two days a year. Mr. Thamir is requesting two Muslim holidays be placed on the school calendar.

Ms. Yara Cheikh, Vice President of the American Arab Anti-Discrimination Committee Baltimore Chapter, commented that if other minority communities receive their holy high holidays off, the Muslims should as well. Ms. Cheikh provided statistics that Baltimore County has had a 10.8% increase in foreign immigration in the last 10 years. She noted that should this trend continue, Baltimore County would have approximately 1 million people by 2025. Ms. Cheikh stated that 30-42% of all Muslims in the United States are African American and there are growing African-American communities in Baltimore County. She requests the Board consider all the statistics when making a decision to add Muslim holidays to the school calendar.

Dr. Salah Oweis, Islamic Society of Baltimore representative, had a petition from the Muslim community requesting the Board look into adding the two Muslim holidays on the school calendar.

Dr. Hassan Makhzoumi commented that he and his wife had to suffer through the indignity of their religion not being recognized. He requests the Board look into the two Muslim holidays. He believes it is important for Muslims to be recognized. His daughter stated that one important part of education is cultural understanding and tolerance.

ADJOURNMENT

At 9:52 p.m., Mr. Kennedy moved to adjourn the open session. The motion was seconded by Mr. Hayden and approved by the Board.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

## TENTATIVE MINUTES

### BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, March 9, 2004

The Board of Education of Baltimore County, Maryland, met in open session at 5:27 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mrs. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John Hayden, Dr. Warren Hayman, Ms. Jean Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Ms. Joy Shillman, and Mr. James Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Mr. Sasiadek reviewed the housekeeping schedule, which includes:

- Commencement Schedule for 2004
- Upcoming events

Mr. Hayden entered the room at 5:34 p.m.

Mr. Sasiadek requested that invitations for Board Members go through the Board of Education office. Ms. Audette stated the request would be placed in the weekly superintendent's bulletin.

Ms. Phyllis Bailey, Executive Director of Special Programs, PreK-12, provided background information on the resolution for magnet schools. In October 2003, the Board approved a consultant to work with BCPS to develop the grant application. Ms. Bailey noted that one of the grant requirements was to attach a resolution to the application. She remarked there is a high demand for magnet schools; 1300 students are currently on the waiting list for magnet high schools. Ms. Bailey stated this is a planning grant for one year with implementation in year 2 and 3.

Several Board members expressed concern regarding the short turn-around time for this grant and that prior discussion with the Board on this subject did not occur. Dr. Hairston stated BCPS needs to increase the quality of the curriculum in low performing schools. He noted this resolution would give BCPS the opportunity to put in place quality instructional programs in these schools as well as provide academic possibilities for students.

At 6:13 p.m., Mr. Kennedy moved the Board go into closed session to discuss personnel matters and to conduct matters related to the negotiations pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(9). The motion was seconded by Mr. Hayden and unanimously approved by the Board.

### CLOSED SESSION MINUTES

Mr. Randy Grimsley, Executive Director of Human Resources, reviewed with Board members personnel matters to be considered this evening.

Mr. Grimsley and Mr. Dan Capozzi, Manager of Human Resources, reviewed with Board members matters relating to upcoming negotiations with the bargaining units.

At 6:27 p.m., Mr. Kennedy moved the Board adjourn for a dinner recess. The motion was seconded by Mr. Arnold and approved by the Board.

The Board hosted members of the Area Educational Advisory Councils for dinner.

### OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in open session at 7:48 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Francesca Cirincione, Mrs. Phyllis E. Ettinger, Mr. Thomas G. Grzynski, Mr. John A. Hayden, III, Dr. Warren Hayman, Ms. Jean Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Ms. Joy Shillman, and Mr. James Walker. In addition, Dr. Joe A. Hairston, 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 Kyle Morosko and John Rodgers from Boy Scout Troop 419, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

### MINUTES

Hearing no additions or corrections to the Proposed Operating Budget Work Session Minutes of February 5, 2004, Mr. Sasiadek declared the minutes approved as presented on the website.

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

### SUPERINTENDENT'S REPORT

Dr. Hairston attended the recognition ceremony for Carroll Manor Elementary School as Baltimore County's Blue Ribbon School by the Maryland State Department of Education. Dr. Hairston expressed his appreciation to Mr. John Crow, Principal of Carroll Manor Elementary School.

Dr. Hairston commented on inquires received in his office with regards to committees. Dr. Hairston stated there are no standing committees within BCPS. All committees are ad hoc committees put together based on goals, objectives, expertise on the subject matter, and volunteers from the communities. He expressed his appreciation to all those who are eager to support and work with the school system.

RECOGNITION OF ETHICS PANEL APPOINTMENT FROM FEBRUARY 25, 2004

Mr. Grimsley recognized Mr. Raymond A. Hein, Esquire, whose appointment to the Ethics Panel was approved at the February 25, 2004 meeting.

REPORTS

The Board received the following reports:

- A. **Recognition of March as Professional Social Work Month** – On motion of Mrs. Ettinger, seconded by Mr. Arnold, the Board adopted a resolution proclaiming March 2004 as National Social Work Month.
- B. **Report on Reading Screening Process** – Through a PowerPoint™ presentation, Dr. Gwen Grant, Executive Director of Secondary Programs, reviewed the new reading screening process by which certain students in middle schools will exit from grade 6 and continue reading in grades 7 and 8. Ms. Paula Simon, English and Reading Coordinator for Secondary Programs, and Ms. Carla Zamerelli-Clifford, Reading Supervisor for Secondary Programs, shared with the Board the rationale process, criteria, and expected results for the Reading Screening program.

Mrs. Ettinger was delighted to see a consistent program. Mrs. Ettinger asked who would be teaching students at grade levels 7 and 8 and what programs would be presented to the students. Ms. Simon responded the schools would utilize COGNOS and Data-Trax to determine the number of students in the program. She remarked the 7<sup>th</sup> grade reading program is based on Voluntary State Curriculum and MSA requirements and that an intervention program currently being piloted in one middle school and one high school will help accelerate students. Ms. Simon noted that professional development of teachers for the program including the intervention piece would be from June 21-24, 2004.

Mrs. Ettinger inquired about a continued approach for students requiring assistance in grade 9 and beyond. Ms. Zamerelli-Clifford responded that pilot programs are being reviewed for next year in which students would receive assistance beyond the 8<sup>th</sup> grade.

With regards to funding and staffing, Ms. Simon stated that data is currently being collected along with the number of students and reallocation of teachers for grades 7 and 8. Mrs. Ettinger asked whether elementary schools would receive feedback from the program. Ms. Zamerelli-Clifford stated an elementary intervention committee is currently looking at correlating a program that would match the BCPS program.



REPORTS (cont)

Mr. Grzymiski inquired about periodic evaluations. Ms. Zamerelli-Clifford responded there would be student performance evaluations utilizing MSA tests and unit tests that are designed within the program. Ms. Simon reviewed with Board members the criteria for each student.

Mr. Arnold asked if this program would differ for the special needs children. Ms. Zamerelli-Clifford stated we would continue to instruct students with IEP's as written in the goals and use the various learning styles recommended.

With regard to resources, Ms. Jung asked if there were a sufficient number of qualified teachers to cover the needs of the program. Ms. Simon stated there are reading teachers available in every middle school. Dr. Grant added that every middle school is allocated a reading specialist or reading teacher. An extensive professional development program is in place for training reading teachers and specialists beginning this summer.

Ms. Shillman asked if a child has to go into 7<sup>th</sup> or 8<sup>th</sup> grade reading before taking a foreign language. Dr. Grant stated that should a student exit the reading program in the 6<sup>th</sup> grade, they would take a foreign languages or other related courses.

Dr. Hayman shared his concern with regards to professional development for teachers, staff support, and budget implications. He noted all teachers should be teachers of reading. He hopes there is a coordinated effort involving teachers, administrators, and parents to participate in the process. Dr. Hayman requested this item be added to the Curriculum Committee agenda for follow up.

With regards to scheduling issues, Dr. Grant noted that the Middle School Task Force report, which will be presented to the Board at the next meeting, would cover this topic.

Dr. Hayman commended Dr. Grant, Ms. Simon, and Ms. Zamerelli-Clifford for their presentations to the curriculum committee, which have been most informative.

Mr. Kennedy asked what percentages of students are taking reading in the 7<sup>th</sup> grade. Ms. Zamerelli-Clifford responded the information is not available at this time.

Mrs. Ettinger inquired about what reporting mechanism would be provided to the Board such as student participation, handling of staffing, and possible adjustments at the elementary level. Dr. Grant stated that as data is collected, a report would be brought back to the Board. She noted that some of the information would be available in the Annual Results Report.

REPORTS (cont)

Ms. Jung asked whether these programs would be used extensively in summer schools. Ms. Zamerelli-Clifford stated these programs would be used throughout the school year. Ms. Simon remarked there are reading programs in place for summer school.

PERSONNEL MATTERS

On motion of Mr. Kennedy, seconded by Mr. Walker, the Board approved the personnel matters as presented on Exhibits C, D, E, F, and G. (Copies of the exhibits are attached to the formal minutes.)

CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved items 1 - 4 (Exhibit H). Mr. Hayden abstained from voting on item #1.

1. Contracted Services: HVAC Repair Services
2. Contracted Services: On-Call Microbial Remediation and Restoration Services
3. Food Service: Equipment
4. Microsoft License Agreement

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-11 (Exhibits I through S). The Board approved these recommendations. Mr. Arnold abstained from voting on items 1 through 11.

1. Award of Contract for Construction Management Services for Windsor Mill Middle School
2. Award of Contract – Science Room Renovations at Chesapeake High School
3. Award of Contract – Science Room Renovations at Eastern Technical High School
4. Award of Contract – ADA Renovations at Carroll Manor Elementary and Fifth District Elementary Schools
5. Award of Contract – Electrical Package at Woodholme Elementary School
6. Request to Negotiate – Construction Management Services at Windsor Mill Middle School

BUILDING COMMITTEE (cont)

7. Change Order – Systemic Renovation Project at Dundalk Middle School
8. Change Order – Systemic Renovation Project at Franklin Middle School
9. Change Order – Systemic Renovation Project at Parkville Middle School
10. Change Order – Construction Manager at Risk for Systemic Renovations for Maiden Choice School
11. Change Order – Design and Construction Administration Services for Reroofing Project at Perry Hall High School
12. Change Order – Design and Construction Administration Services at Windsor Mill Middle School

LEASE OF OFFICE SPACE

Ms. Rita Fromm, Executive Director of Planning and Operations, briefly described the lease agreement to relocate the Office of World Language from Milford Mill High School to Commercentre East Building, 1777 Reisterstown Road.

With regards to square footage, Ms. Fromm stated the cost would be \$18.00 per square foot.

Mr. Grzynski asked if consideration was given to other vacant areas owned by the school system. Ms. Fromm responded that office space location was based on where the majority of the clientele is located.

With regards to Ms. Jung's questions, Ms. Fromm stated because of capacity issues at Milford Mill Academy, BCPS could not justify continuing to utilize that space for offices. Ms. Fromm noted we currently rent offices at Pulaski Park and Timonium.

Ms. Shillman asked if we had previous dealings with the landlord with Ms. Fromm responding no.

Mr. Sasiadek asked what the moving date is, to which Ms. Fromm stated April 1 or as soon as the improvements in the space are completed.

On motion of Mr. Hayden, seconded by Mr. Walker, the Board approved the relocation and lease of space for the Office of World Languages (Exhibit T).

### RESOLUTION FOR MAGNET SCHOOLS

Ms. Phyllis Bailey, Executive Director of Special Programs, presented the Resolution for Magnet Schools. She noted that in October 2003, the Board approved the contract for a consultant to assist BCPS in generating the application for the federal funding. Ms. Bailey stated the next phase in the process for applying for this grant.

Mr. Hayden asked if the principals could tell the Board what action has taken place in their local communities to ensure the magnet programs would be accepted.

- Ms. Maria Lowry, Principal, Deep Creek Middle School - One parent stated it is a necessity and beneficial for the community to have Deep Creek Middle and Chesapeake High Schools as magnet schools. Ms. Cheryl January, PTA president for Deep Creek Middle School, remarked that studies were distributed and feedback received from the communities who were thrilled about this opportunity.
- Mr. David Lloyd, Principal, Chesapeake High School stated that 8<sup>th</sup> grade students from Deep Creek Middle were polled to see what they are looking for at Chesapeake High. In addition, both middle schools polled 5<sup>th</sup> grade students from their feeder schools to evaluate what types of programs students are looking for. Mr. Lloyd noted that staff at all four schools were polled to find out what they would be involved in, as well as PTA's and communities.
- Mr. Thomas Dehart, Principal, Lansdowne High School stated that community associations as well as the PTSA and SGA have been involved in the process. He has not heard a single negative comment within the different organizations.
- Mr. Kiki M. Geis, Principal, Lansdowne Middle School remarked that a survey of teachers in the middle school showed their excitement about the possibility of becoming a magnet school.

Mr. Hayden motioned to approve the resolution. Mr. Walker seconded the motion.

In connection with the motion, Ms. Jung asked Mr. Hayden if he would consider giving the Board President and staff the option of rearranging the wording so long as they keep the basic concept. Mr. Hayden responded that reorganization of the paragraphs would be appropriate; however, we would not be approving a resolution tonight if staff would change it.

Mrs. Ettinger commented a lot of work has gone into this in a short amount of time. She commented this is a significant decision and does not feel prepared to make a decision. There are broader questions and implications for the school system in terms of impact that needs to be answered. Mrs. Ettinger abstained from voting on the resolution.

The Board approved the resolution for magnet schools. Mrs. Ettinger abstained from voting.

### SCHOOL LEGISLATION

On motion of Mrs. Ettinger, seconded by Mr. Arnold, the Board voted to support HB 345 (SB 245) Bridge to Excellence in Public Schools Act – Trigger Provision – Repeal.

On motion of Mr. Hayden, seconded by Mrs. Ettinger, the Board voted to oppose HB 1409 Baltimore County – Comprehensive Master Plan – Class Size Reduction.

On motion of Mrs. Ettinger, seconded by Mr. Walker, the Board voted to support HB 1060 (SB 747) Teachers' and Local Employees' Retirement Enhancement Act of 2004. Mr. Kennedy abstained from voting on this item.

With regards to HB 1230, Mr. Hayden noted that \$250 million does not cover the full \$3.8 billion as is the apparent current requirement. He stated the actual cost could increase with inflation. On motion of Mrs. Ettinger, seconded by Mr. Kennedy, the Board voted to support HB 1230 (SB 787) Public School Facilities Act of 2004. Mr. Arnold abstained from voting on this item.

### INFORMATION

The Board received the following as information:

- A. Revised Rule 5140 – Students: Enrollment and Attendance
- B. Revised Rule 2372 – Conduct: Tobacco
- C. Annual 10-Year Enrollment Projections
- D. BCPS Choice Plan

### ANNOUNCEMENTS

Mr. Sasiadek made the following announcements:

- The Southeast Area Educational Advisory Council will meet on Tuesday, March 16, 2004 in the library at Norwood Elementary School. The meeting will begin at 7:30 p.m.
- The Southwest Area Educational Advisory Council will meet on Wednesday, March 10, 2004 at Hebbville Elementary School beginning at 7:00 p.m.
- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, March 23, 2004, at Greenwood. The meeting will begin with an open session at 5:00 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions. The Board will host the Minority Achievement Advisory Group Officers for dinner on March 23 from 6:00 – 7:30 p.m.

Mr. Sasiadek reminded speakers to refrain from discussing any matters that might come before the board in the form of an appeal, as well as any personnel matters.

### STAKEHOLDER GROUPS

Ms. Jasmine Shriver, speaking on behalf of Ms. Maggie Kennedy, Baltimore County Education Council, openly invites all stakeholder groups to be part of the BCEC as equal partners in the system. She announced that BCEC would meet with County Executive Jim Smith on March 17 and with Baltimore County delegation in Annapolis on March 29. BCEC believes the school system has prepared an accountable budget that reflects local, state and federal regulations and has taken steps to provide a high quality education for all students.

Mr. Arnold Vaster, Baltimore County Student Council Correspondence Secretary, stated the council meet with Baltimore County legislators on February 23<sup>rd</sup>. BCSC also meet with two former executive board members who now work in Annapolis as legislative directors. He announced their general assembly meeting scheduled for Thursday, March 11, 2004.

Ms. Jasmine Shriver, speaking on behalf of Ms. Kelli Nelson, Advisory Committee for Special Education Chairperson, reported that Dr. Barber attended the meeting last evening and provided an update regarding the special education audit. She stated a final report from Dr. Barber should be available in June.

Ms. Vicki Schultz-Unger, Coordinator of the Area Educational Advisory Councils, thanked the Board for the dinner this evening. She believes it is pivotal to have communication between the Board and the area advisory councils. Ms. Schultz-Unger congratulated Dr. Hairston on his reappointment. Council members are looking forward to the Board's approval of the operating procedures in the near future. She applauded the Board for passing the proposed operating budget for taking the bold step to include salary increases.

Mr. Michael Moore, Chairperson of the Central Area Educational Advisory Council, reported on the last council meeting. He was pleased to see the excellent turn out and efficacy at the meeting. He noted an issue regarding alignment with the Voluntary State Curriculum.

Mr. Stephen Crum, a representative from the Southeast Area Educational Advisory Council, was glad to see the additional attention to reading. He agrees with Dr. Hayman and the importance of reading. With regards to the resolution presented tonight, he noted the school system should be addressing magnet schools independent of federal funding. Mr. Crum stated the student projection for the Southeast Area is projected to decline, but there are still other schools that will have an increase in population. He announced the next Southeast Area Education Advisory Council meeting on March 16, 2004 at Norwood Elementary School.

Ms. Lisa Orens, Chairperson of the Southwest Area Educational Advisory Council, thanked the Board for dinner and the meeting this evening. She announced the meeting on March 10<sup>th</sup> at Hebbville Elementary School with County Council Chairman Samuel Moxley and Kenneth Oliver. She met with the community regarding the proposal to build an arboretum at Catonsville High School. Ms. Orens reported on the meeting at Winfield Elementary School on February 18<sup>th</sup> with Ms. Jeanne Paytner regarding the magnet school programs.

STAKEHOLDER GROUPS (cont)

Ms. Meg O'Hare, Chairperson of the Northeast Area Educational Advisory Council, reported on the meeting held March 3<sup>rd</sup> at Overlea High school with the topic being high school assessment using Data-Trax. She remarked that the reading screening process presented this evening was excellent. Ms. O'Hare thanked the Board for approving the new advisory council member.

Mr. Don Schlam, Program Evaluator for the Local Management Board for Baltimore County, spoke about the afternoon middle school learning program. This program is for expelled middle school students, which operates at the latter half of the year when the alternative middle schools are full. Last year over 60% of the children in this program improved one letter grade in math, 50% improved overall in social studies, and 80% improved in their reading skills in the short time they were in the program. Mr. Schlam stated that LMP supports this program annually with \$30,000, which is used for school resource teachers and counseling services. He thanked the Board for their past support and asked the Board consider increasing the resources in this area.

Ms. Jan Thomas, a representative of the PTA Council, thanked Dr. Hairston for attending the PTA Councils executive board meeting last evening. She also announced PTA Councils meeting with County Executive Jim Smith has been rescheduled for March 29<sup>th</sup>.

Ms. Cheryl Bost, President of the Teachers Association of Baltimore County, updated the Board on their efforts toward full funding of Thornton and county approval of BCPS's proposed FY2005 operating budget. She was pleased to see that the trigger provision for Thornton remains unsigned by the Governor. On March 1<sup>st</sup> six teachers from Towson High School, lead by Pete Skeels, addressed the county council urging full funding of BCPS proposed FY2005 operating budget. In addition to funding, Ms. Bost thanked Mr. Sasiadek for his recent testimony in support of HB 1060 and SB 747 dealing with the Retirement Enhancement Act of 2004. She commended the secondary curriculum office for addressing secondary reading and for including multiple assessments for the screening of students.

PUBLIC COMMENT ON PROPOSED CHANGES TO POLICY 2372

There were no speakers signed up to comment on proposed changes to Policy 2372 – Conduct: Tobacco.

PUBLIC COMMENT

Dr. Ashruf, President of the Islamic Society of Baltimore, wanted to thank the school system for educating his children. Dr. Ashruf provided some statistics:

- 1.2 billion Muslims in the world
- Six million Muslims live in the United States
- 80% of all Muslims live in ten states with Maryland being one of those states (200,000 strong)
- 75% of all Muslims in Maryland live in three counties: Montgomery, Howard and Baltimore County.
- Approximately 20,000 Muslims live in Baltimore County

Dr. Ashruf stated Muslims are not a burden to society but an asset. He remarked the Muslim communities would make sure that the right to practice religion is protected. He is requesting BCPS include two Muslim holidays in the school calendar.

Dr. Saba Siddiqui read from the Koran and stated the beliefs of the Muslim holiday. She asked the Board to look beyond numbers and days and review fairness by looking at religious tolerance and culture. Dr. Siddiqui's daughter stated that as Muslim population increases, adding these two Muslim days on the calendar has become a pertinent issue. She noted it is crucial that we promote the interest of a diverse student body and that tolerance and support of one another are essential for a prosperous future.

Mrs. Hazar Mzayek stated she has a difficult time deciding whether to send her children to school during the Muslim holiday. Missing school would affect her children's educational progress. She presents her request for the Board to consider giving children two days off for the Muslim holidays.

Mr. Ahmed Naji spoke to his son's third grade class discussing the holy month of Ramadan. He is asking the Board to consider the two Muslim holidays.

Mr. Magid and Mrs. Noel Mirza stated they have three boys attending Baltimore County Public Schools. They request that the Muslim holiday be placed on the school calendar. It would allow children to celebrate their beliefs with their families and open the door for others to learn about the Muslim faith.

Mrs. Nasrin Abdul Rahman remarked there is a hole in that her children do not get the two Muslim holidays off from school. She read a note from her son asking to add the two Muslim holidays to the school calendar.

Ms. Serrill Headley requests the two Muslim holidays be added to the school calendar for her grandchildren and other Muslim children. This would help their self-esteem and comfort level. She also noted it would be a wonderful educational culture for other children to learn.



PUBLIC COMMENT (cont)

Dr. Mahmood stated a quote from the Pledge of Allegiance “liberty and justice for all.” He requests that the Board provide an equal opportunity for Muslim children and add two Muslim holidays to the calendar. Miss Sara Mahmood asked that no Muslim children be left behind in celebration of their holidays.

Miss Sony Siddiqui, a student at Parkville High School, requests the two Muslim holidays be added to the school calendar. Because of her workload, she personally has trouble making up work when missing school for these two holidays.

ADJOURNMENT

At 10:05 p.m., Mr. Kennedy moved to adjourn the open session. The motion was seconded by Mr. Walker and approved by the Board.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

bls

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** April 20, 2004

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

**FROM:** James R. Sasiadek, President  
Joe A. Hairston, Secretary-Treasurer

**SUBJECT:** **PROPOSED SCHEDULE OF BOARD MEETINGS, 2004-2005**

**ORIGINATOR:** Brenda Stiffler, Administrative Assistant to the Board of Education

**RESOURCE  
PERSON(S):** Brenda Stiffler, Administrative Assistant to the Board of Education

**RECOMMENDATION**

That the Board of Education approves the proposed Schedule of Board Meetings for 2004-2005

\* \* \* \* \*

Appendix I – Proposed Schedule of Board Meetings

# **Board of Education of Baltimore County**

6901 Charles Street

James R. Sasiadek, President

Towson, MD 21204

April 20, 2004

**TO:** Members of the Board of Education

**FROM:** James R. Sasiadek, President  
Joe A. Hairston, Secretary-Treasurer

**RE:** Proposed Schedule of Board Meetings, 2004-2005

We are proposing the following dates for the Board of Education meetings for 2004-2005.

Please note a deviation from the normal scheduling of Board meetings on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays during the months of October, and December. During these two months, meetings have been scheduled on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays to avoid having only one meeting in December.

This item will be placed on the April 20, 2004 agenda for action.

July 13	Approved April 2003
August 10	Approved April 2003
September 14 and 28	September 6 – Labor Day September 16 – Rosh Hashanah September 30 – MABE Conference
October 5 and 19	October 1 & 2 – MABE Conference October 10-13 – NFUSSD Conference
November 9 and 23	November 2 – General Election November 25 & 26 – Thanksgiving Holiday
December 7 and 21	December 24-31 – Winter Break
January 11 and 25	January 17 – Martin Luther King, Jr. Birthday Observance January 30 – NSBA FRN Conference

Members of the Board of Education – Page 2

February 8 and 22	February 21 – President’s Day
March 8 and 22	March 24-31 – Spring Break
April 12 and 26	April 16-19 – NSBA Conference
May 10 and 24	May 2 or 9 – Awards for Excellence Dinner May 3 – TABCO Dinner May 4 – Career & Tech Education Recog. Dinner
June 14	June 1-5 – Commencement Exercises June 24-26 – CUBE Seminar
July 12	July 4 – Schools/Offices closed in observance of Independence Day
August 9	

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** April 20, 2004

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

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

**SUBJECT:** **PROPOSED 2004-2005 STAFFING PLAN**

**ORIGINATOR:** Ronald Boone, Executive Director, Federal and State Programs

**RESOURCE PERSON(S):** Judith Glass, Director of Special Education  
Barbara Cheswick, Coordinator of Program Placement

**RECOMMENDATION**

That the Board of Education review and approve the proposed 2004-2005 Staffing Plan.

\*\*\*\*\*

COMAR13A.05.02.14 requires local education agencies to submit a staffing plan consistent with the Maryland State Department of Education's procedures. Required components of the plan include: evidence of maintenance of effort, evidence of public input, staffing patterns of service providers, number and type of providers needed, and a description of how the Staffing Plan assures available resources so that students are provided a free, appropriate, public education in the least restrictive environment and evidence of local school board approval. The approved plan must be submitted to MSDE by July 1, 2004.

A Staffing Plan Workgroup was organized in May 2003. The workgroup is composed of parent representatives, school-based administrators, professional development personnel and special education staff. The workgroup met in June, September, November, and December 2003, and February 2004. The focus of their meetings was review and revision to the current 2003-04 staffing plan. In October of 2003, public input sessions were held to gather further input on the plan. Information obtained from BCPS budget hearings, communication with special education staff, school administrators, and parents was considered in the rewriting and ongoing editing of the plan. In order to extend opportunities for input, three additional community meetings will be conducted on May 3, 2004.

**BALTIMORE COUNTY PUBLIC SCHOOLS**  
**Department of Federal and State Programs**  
Office of Special Education

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Towson, MD 21204

ESS Building

410-887-3660

**Special Education Staffing Plan (DRAFT 3/17/04)**  
2004-05

### **Assurance**

This Staffing Plan is submitted consistent with the procedures provided by the Maryland State Department of Education for the purpose of ensuring that personnel and other resources are available to provide a free appropriate public education (FAPE) to each student with a disability in the least restrictive environment (LRE) as determined by an Individualized Education Program (IEP) team. In accordance with The Code of Maryland Regulations (COMAR) 13A.05.02.13D this Staffing Plan includes:

- Evidence of maintenance of effort within the meaning of 34 CFR 300.231 and COMAR 13A.02.05.
- Evidence of public input.
- Staffing patterns of service providers of special education and related services, including paraprofessionals (see attachment).
- The number and type of service providers needed to provide a free appropriate public education (FAPE) to each student with a disability in the least restrictive environment (LRE).
- How the staffing plan will be used to monitor the assignment of personnel to ensure personnel and other resources are available to provide FAPE to each student with a disability in the LRE.
- The number of special education teachers and paraprofessionals assigned to schools and the number of vacancies reported and how FAPE is provided when vacancies occur.

### **Vision and Mission Statement**

Vision: Baltimore County Public Schools' graduates will have the knowledge, skills, and attitudes to reach their potential as responsible, productive citizens in a global economy and multi-cultural society.

The Office of Special Education supports this vision by promoting collaborative education. This means that the community of families, educators, and support personnel will join together to ensure that students with disabilities achieve in the LRE to the maximum extent appropriate.

Mission: The mission of the Office of Special Education is to support the schools in providing a quality education for all eligible students based on the individual education program in accordance with State and Federal mandates. This support will facilitate the development of content knowledge skills, and attitudes within the schools to enable young children and students

(birth to 21 years of age) with disabilities to reach their maximum potential as responsible, productive citizens and lifelong learners.

## **Philosophy and Guiding Principles**

In Baltimore County Public Schools (BCPS), services provided to students with disabilities align directly to the *Blueprint for Progress* by utilizing the Key Strategies to achieve the Performance Indicators for Student Progress. The *Master Plan* further defines how we will ensure that all students will graduate from high school. Key Strategies are to educate all students with disabilities in accordance with the objectives defined in the students' IEP so that they learn the body of knowledge presented in the general education environment to the maximum extent appropriate and to provide supports and services, modifications, and adaptations of curriculum, instructional methodology, and materials based on student needs.

## **Determination of Special Education Staffing**

The major considerations in recommending a staffing plan are students' needs and teacher responsibilities and time required beyond direct services. When making staffing decisions and determining caseloads, the focus is directed towards the services and supports necessary to fully implement the students' IEP in the LRE. The following principles have guided the development of the Baltimore County Public Schools' staffing model:

- Caseload and staffing decisions are based on providing services and supports students need in order to be successful.
- Services and supports required by the students' IEPs are crucial factors in determining caseloads.
- Flexibility is important to address changes in the factors affecting caseload and staffing which may occur throughout the school year.
- It is necessary comply with federal and state law, regulation, and policies governing special education.
- Parental participation is crucial and valued.

BCPS provides a continuum of special education services ranging from consultative services to self-contained classes in separate schools. Special education staff reviewed the October 31, 2003, census data and applied staffing to determine the number and type of service providers needed to provide FAPE to each student with a disability in the LRE. The Office of Special Education works with the Office of Position Management in the staff allocation process.

Parental concerns regarding staffing are directed to the principal of the school. Principals may choose to consult with the Office of Special Education for assistance with the utilization of staff in order to implement a student's IEP. All requests for additional staffing are routed through the Executive Directors of Schools to the Office of Position Management for ultimate approval by the Deputy Superintendent of Curriculum and Instruction. Upon request, the Office of Special Education provides technical support. Additionally, the Office of Special Education monitors the assignment of special education staff on an ongoing basis by analyzing staff utilization charts, monthly enrollment figures in self-contained cluster programs, and data collected through school audits submitted by schools on an annual basis.

Staff members from the Office of Special Education conduct school visits and compliance reviews. During the course of the school year, the specialist for compliance, in collaboration with cluster leaders and resource teachers, conducts audit reviews in schools. Formal reports of findings are shared with Executive Directors of Schools, school-based administrators, and the Office of Special Education leadership staff. Each formal review includes a minimum of three visits. During compliance audits, staff observes the implementation of IEPs and review students' records utilizing records developed by MSDE. School administrators participate in a follow-up meeting where they receive feedback in the form of commendations and recommendations for improvement. Consistent with recommendations for improvement, the specialist for compliance provides staff development and follow-up to assure that recommendations are implemented.

The Office of Special Education works collaboratively with the department of Human Resources to fill vacancies as they arise. The majority of vacancies occur because of resignations or retirements, with others being caused by promotions and approved extended leaves. Principals contact the personnel officer in the Department of Human Resources who is responsible for hiring special education teachers whenever they learn of a vacancy in their building. The personnel officer, upon learning of a vacancy, provides the principal with names of qualified candidates to interview. This school year has had a smaller number of vacancies occur and we have been able to proceed through most of the year with minimal or no vacancies.

The Office of Special Education remains committed to providing a continuum of special education services within each school. Our goal is to serve most students with IEPs in their home school. At the same time, we must continue to focus on providing services to students with IEPs in the least restrictive environment. It is our goal to have 80% of students with IEPs instructed in general education classes at least 60% of the school day (LRE A+B). During the 2003-04 school year, the Office of Special Education has developed an LRE Improvement Plan under the direction of MSDE. One component of the improvement process was to provide professional development to school-based administrators in analyzing their LRE data and developing action plans to serve more students in the general education classroom. In addition, eleven schools are participating in an Inclusion Project that is designed to improve inclusive practices in their schools through training in collaborative planning and co-teaching models.

A goal of the Office of Special Education is to provide a continuum of services at each home school in an effort to reduce the number of cluster programs. This goal has been outlined in a five-year plan. The five-year plan also emphasizes inclusive opportunities for students in kindergarten, resource rooms at the elementary level, and behavioral services for students with emotional disturbances and other significant behavioral concerns at the secondary level.



## **Data Communication Timeline**

Staffing in BCPS is based upon census numbers gathered every year on October 31<sup>st</sup> and thereafter verified by MSDE. Data is collected from schools based on IEPs and the information collected during the annual budgetary planning process. Data collection, maintenance, and retention procedures to assure schools are providing accurate information are as follows:

- **September**      **Current Verification List sent to all schools with explanation and directions. Current listing of IEPs in need of review prior to October 31 census sent to all schools with explanation and directions.**
- **October**        **Current Listing (2<sup>nd</sup> request) of IEPs in need of review prior to October 31 census sent to all schools with explanation and directions. Notification sent to special education cluster leaders listing schools with IEPs needing updating by October 3**
- **January**        **Current Verification List sent to all schools with explanation and directions. Current listing sent to all schools of IEP 3-year re-evaluation dates in chronological order.**
- **February**      **Projected lists of students' transitioning to next level (elementary to middle and middle to high) sent to all schools with explanation and directions.**
- **April**            **Reminder to send IEP data sheets to end of school year.  
\*Additional reports sent as requested by schools.**

In addition, the BCPS Department of Human Resources provides data and monitors the certification status of teachers and vacancies by school for special education positions. Human Resources arranges recruiting trips, job fairs, and partnerships with local colleges and universities in an attempt to fill all vacancies in a timely manner with the most qualified candidates. Provisionally certified teachers receive professional development, tuition reimbursement, and information on certification opportunities, such as cohorts conducted by colleges and universities. The Department of Human Resources also monitors provisional teachers' compliance with certification requirements.

## Staffing Plan Process –Timeline

July 1 – October, 2003	Staffing Plan workgroup reviews current plan <ul style="list-style-type: none"> <li>• June 30, 2003, work session</li> <li>• Sept. 4, 2003, work session</li> <li>• October 27, 2003, Public Input Sessions (3 sites)</li> </ul>
November 1 – December 12, 2003	Staffing Plan workgroup focuses on preparing draft of 04-05 Plan <ul style="list-style-type: none"> <li>• November 6, 2003, work session</li> <li>• December 4, 2003, work session</li> </ul>
December 19, 2003	Proposed 04-05 Staffing Plan submitted to the Superintendent
February 26, 2004	Workgroup reviews and revises proposed 04-05 Staffing Plan
March, 2004	Proposed 04-05 Staffing Plan submitted to the Board of Education as an information item
May 3, 2004	Public input sessions held for the proposed 04-05 Staffing Plan
April 1 – April 15, 2004	Staffing Plan is adjusted, if necessary, in response to County Executive and County Council budget determinations and May public input sessions.
April 20 – June 1, 2004	Board of Education provides three readings for approval of the 04-05 Staffing Plan at its April (1) and May (2) meetings. (Includes public comment opportunity.)
June 15, 2004	Due date for the submission of the Special Education Staffing Plan to Maryland State Department of Education is July 1, 2004. BCPS will submit the Staffing Plan prior to the due date.

### Assessment of 2003-04 Plan and Public Input

A Staffing Plan workgroup was established to evaluate the 03-04 plan and to draft the 04-05 Staffing Plan. Representatives serving on this workgroup included parents, school principals, related services personnel, Department of Professional Development staff, and representatives from the Office of Special Education. The workgroup recommended that the 04-05 plan include the following: reflection of a transition to a service model as opposed to a program model, uniform, clear and consistent language to describe services, and reduction of the number of attachments. Two public input meetings were also held in October of 2003 and May of 2004 in order to gather additional input/comments. The Office of Special Education used a variety of ways to publicize the public input meetings in order to solicit a representative sample of stakeholders. Representatives from the Board of Education, Area Office administrators, curriculum office personnel, Special Education Citizens' Advisory Committee members, Office of Special Education personnel, and parents attended. From the information received during public input sessions, email, telephone, and US mail, it appears that constituents are supportive of the current plan. A similar process for the evaluation of the plan for next year is expected.

## Maintenance of Effort

The approved Board of Education budget for FY05 identifies funds allocated to the special education program that exceeds the amount of funds allocated to the program in FY04. The federal pass-through application for FY05 will continue to fund special education positions and related services to be funded with federal funds. The application will also detail staff funded through local funds. The Board of Education approved budget for FY05 provides for an increase in local staffing for special education.

Fiscal Year	General Fund Budget for Special Education <sup>1</sup>	Special Education Special Revenue <sup>2</sup>	Total	% Change	General Fund Operating Budget for BCPS <sup>1</sup>	Total Special Revenue <sup>2</sup>	Total	% Change
1998	\$ 72,896,611	\$ 10,401,089	\$ 83,297,700		\$ 633,400,343	\$ 44,361,264	\$ 677,761,607	
1999	\$ 73,750,153	\$ 13,409,698	\$ 87,159,851	4.64%	\$ 652,497,806	\$ 57,025,942	\$ 709,523,748	4.69%
2000	\$ 79,660,783	\$ 14,917,733	\$ 94,578,516	8.51%	\$ 682,588,408	\$ 55,759,912	\$ 738,348,320	4.06%
2001	\$ 87,975,847	\$ 19,897,299	\$ 107,873,146	14.06%	\$ 756,471,528	\$ 73,336,327	\$ 829,807,855	12.39%
2002	\$ 95,926,970	\$ 19,611,697	\$ 115,538,667	7.11%	\$ 791,410,448	\$ 77,559,014	\$ 868,969,462	4.72%
2003	\$ 97,057,516	\$ 26,958,755	\$ 124,016,271	7.34%	\$ 808,290,758	\$ 97,490,642	\$ 905,781,400	4.24%
2004	\$ 108,030,169	\$ 27,747,041	\$ 135,777,210	9.48%	\$ 872,988,129	\$ 71,031,343	\$ 944,019,472	4.22%
2005 <sup>3</sup>	\$ 115,405,740	\$ 32,552,999	\$ 147,958,739	8.97%	\$ 923,380,732	\$ 74,893,927	\$ 998,274,659	5.75%
Total	\$ 730,703,789	\$ 165,496,311	\$ 896,200,100		\$ 6,121,028,152	\$ 551,458,371	\$ 6,672,486,523	

Sources of data

<sup>1</sup> Adjusted Budget for FY2004

<sup>2</sup> Special Revenue includes Infants & Toddlers, Special Ed, & 3rd Party Billing from Budget books

<sup>3</sup> Superintendent's Request

## **Special Education Services**

BCPS provides a variety of services for students with disabilities. In the past, special education staffing has been determined by set ratios applied to student counts within specific program titles. In the future, the Special Education Staffing Plan language will reflect that special education is a service to students, not a place or program. The language changes in this year's plan reflect the beginning of that transition. Below is a description of each service available within the school system. Decisions for how students are to receive the services are made by an IEP team and are made based on the services needed to implement the students' IEPs in the LRE.

### **Services for Infants and Toddlers**

The Baltimore County Infants and Toddlers Program, an interagency program among BCPS, Baltimore County Office of Health and Baltimore County Office of Social Services, provides services to children birth through 36-months of age. The students have, or may have, developmental disabilities, delays, or special health needs. Staff from Baltimore County Infants and Toddlers meet with and assess every child referred to the program. For each eligible child, an Individualized Family Service Plan (IFSP) is developed to define the services to be provided to meet the needs of the child and the family. Services are provided in "natural environments," such as, the home or a childcare setting. Many children receive multiple services including special instruction, related therapies, and health services. A dedicated service coordinator is responsible for supporting the family and ensuring that services are provided as they are defined on the IFSP. The model addresses the provision of a 12-month service plan for every child, family support, services in the natural environment, and a 45-day compliance timeline.

### **Services for Preschool (Ages 3, 4) and Kindergarten Students**

The Preschool/Kindergarten Program provides a continuum of services for students three through five years of age with disabilities and/or developmental delays. Delivery models include inclusion in general education preschool/kindergarten classes and self-contained classes.

### **Services For Diploma Bound Students (Grades 1-12)**

#### *Inclusion*

Inclusion services are designed to provide support and related services to students with disabilities who are educated in the general education classroom for part or all of the day. In most cases, these students attend their home schools. Generally, included students are instructed by general education teachers, special education teachers, and/or instructional assistants working collaboratively within the general education classroom.

Staffing Guidelines: 12.1:1:0.5

### *Resource Room*

Resource room services are designed to provide support and related services to students with disabilities who are educated in the general education classroom for part or all of the day. In most cases, these students attend their home schools. Students who receive resource room services are served through a combination of inclusion and pullout services. They may be served in the general education classroom and in small group instruction for intervention/acceleration and skill development, as needed.

Staffing Guidelines: 12.1:1:0.5

### *Self-Contained Services*

These services are provided for students who have a wide variety of disabilities. Self-contained services vary depending upon the needs documented in a student's IEP. The services provided could include behavioral supports and modified instruction. Students in diploma bound self-contained classes are educated in comprehensive schools, or public, separate day schools. Staffing for these services varies dependant upon the supports required to provide the services. The following guidelines are used:

Self-Contained Academic Staffing Guidelines: 13:1:1

Self-Contained Behavioral Staffing Guidelines: 9:1:1

Self-Contained Hard of Hearing Staffing Guidelines: 9:1:1

Public, Separate Day School Staffing Guidelines (White Oak): 7.5:1:1

### **Services for Non-Diploma Bound Students (Grade 1 – Age 21)**

#### *Inclusion*

Inclusion services are designed to provide support and related services to students with disabilities who are educated in the general education classroom for part or all of the day. In many cases, these students attend their home schools. Generally, included students are instructed by general education teachers, special education teachers and/or instructional assistants working collaboratively within the general education classroom.

*Staffing Guidelines: 12.1:1:0.5*

### *Resource Room*

Resource room services are designed to provide support and related services to students with disabilities who are educated in the general education classroom for part or all of the day. In many cases, these students attend their home schools. Students who receive resource room services are served through a combination of inclusion and pullout services. They may be served in the general education classroom and in small group instruction for intervention and skill development, as needed. Students will often work on appropriate levels of the voluntary state and life skills curriculum that parallel what the general education students in the class are learning. They are assessed using the Alternative MSA.

Staffing Guidelines: 12.1:1:0.5

### *Self-Contained Services*

These services are provided for students who have a wide variety of disabilities. Self-contained services vary dependent upon the needs documented in a student's IEP. The services provided could include behavioral supports, modified instruction, instruction in life skills and functional academics. Students in non-diploma bound, self-contained classes are educated in comprehensive schools, public, separate day schools or on college campuses. Staffing for these services varies dependent upon the supports required to provide the services. The following guidelines are used:

Self-Contained Life Skills Staffing Guidelines: 10:1:1

Self-Contained Autism Guidelines: 9:1:1

Public, Separate Day Schools (Battle Monument, Maiden Choice, Ridge Ruxton, White Oak)  
Staffing Guidelines: 7.5:1:1

Below is an explanation of how additional supports are provided within the school system. Decisions on whether students need additional support services are made by IEP teams based on the services needed to implement IEPs in the LRE.

### *Crisis Intervention*

Crisis intervention staffing is allocated for each of the schools providing self-contained programs for students with emotional disturbance and related disorders. The baseline staffing is 1.0 teacher for crisis intervention for each of these schools.

Public, Separate Day Schools-Special Area Staffing and Nurses

*Special education positions are utilized to fund art, music, physical education, library and school counseling.*

Recommendations for school nurses in public, separate day schools are based upon a staffing formula. As with all Baltimore County Public Schools, each public, separate day school receives a base allocation of one nurse. Additional nurses may be provided based upon:

- The percentage of students requiring nursing interventions during community instruction
- Supplemental nursing indicators – number of procedures/medications that can only be performed by a nurse

### *Instructional Assistants*

Instructional assistants are assigned giving consideration to the unique needs of students in special education programs. At a minimum, an instructional assistant is assigned for each special education classroom teacher in the public, separate day schools and to each self-contained classroom in a neighborhood school. A .5 instructional assistant is assigned to every 1.0 inclusion teacher in a neighborhood school. Special education staff ensures that instructional assistant positions are assigned to schools based on enrollment.

### **Special Education Related Services**

Staffing allocation recommendations are made by the Related Services Team Leaders in collaboration with the Coordinator of Related Services, Coordinator of Student and Program Placement, Position Management and school administrators. Every effort is made to ensure consistency and equity of allocations to schools with similar profiles across the county. The Director of Special Education and the Executive Director of

Federal and State Programs review recommendations with final approval at the Superintendent's staff level.

The following workload /caseload factors are considered when determining appropriate allocation of Related Services personnel:

- *The intensity of service and classroom modifications required by individual IEPs and 504 plans.*
- Specific needs of the school and community including the impact of special education programs and inclusive services.
- The impact of preschool and non-public enrollment for speech language services.
- Participation in Teacher Student Support Team, TSST, Instructional Support Team, IST, Student Support Team, SST, and Individualized Educational Program Team, IEP team.
- Assessment needs of the school, including report writing and developing collaborative IEPs.
- The number of schools that are serviced by an individual therapist or itinerant teacher; travel time.
- Ongoing maintenance of equipment.
- The amount of time a student is involved in BCPS sponsored after-school activities (for interpreters).
- The number of parents / guardians who are Deaf / Hard of Hearing and request an interpreter for equal access under ADA.

#### *Adapted Physical Education*

Adapted Physical Education (APE) is a comprehensive program of assessment; developmental activities, physical fitness, games, sports and rhythmical movements individualized for the interests, abilities and limitations of students with disabilities who may not safely or successfully participate in the activities of the general physical education program without adaptations. Advocacy for students with disabilities, including disability awareness, is also part of the program. APE provides positive movement experiences and opportunities for individuals with disabilities to acquire and enhance motor/fitness, cognitive, and affective behaviors. The APE consultation program assists physical education teachers in assessing, planning, implementing, and evaluating quality physical education instructional programs.

The APE consultation team serves all schools on an as needed basis and spends additional time providing inservice training to teachers and educational workshops to parents.

#### *Assistive Technology*

Assistive technology is available for students identified through the IEP team process as requiring additional support for accessing their educational program. The Assistive Technology Program is a countywide interdisciplinary team comprised of a special educator, an occupational therapist and speech language pathologists. The Assistive Technology staff complete the evaluation of specific technology needs and provides training to students, staff and parents.

#### *Audiology*

Audiologists in BCPS provide services in the clinical and educational setting. BCPS' audiologists complete hearing screenings and assessments. Audiologists also recommend,

distribute, and monitor Assistive Technology such as, FM systems and sound field systems for the classrooms. As a member of the IEP team, an audiologist may also recommend acoustical modifications and accommodations within the classroom. Support services are provided to staff and parents, regarding hearing loss, the hearing status, and equipment. Most Infants and Toddlers Audiology services are provided by the Department of Health.

### *Interpreters*

Sign language interpreters are employed for students who are deaf and hard of hearing. Also, oral interpreters or cued speech transliterators are used if recommended by the IEP team. Interpreters also provide services to students for after-school activities (e.g., school-sponsored sport teams, school clubs, school concerts, etc.) and to parents and teachers who are deaf and hard of hearing at education-related activities and events.

### *Occupational Therapy*

Occupational therapy practitioners address neurophysiological, sensori-neuromotor, and developmental delays, which are negatively impacting a student's ability to acquire skills and to benefit from their educational program. As part of the school team, occupational therapists assess students, determine the need for any services, accommodations, and/or adapted equipment, and participate in the development of the IEP. Occupational therapists also participate in the determination of technology-related needs, consult with school personnel, families, and other service providers, and participate in transition planning for middle and high school students.

### *Physical Therapy*

The purpose of the physical therapy program is to enable students with disabilities to achieve functional independence in the school environment. Physical therapists provide direct and indirect services to students as recommended by the IEP Team in order to implement the student's educational program. Services may include recommending strategies, modifications, and adaptive aids in order to improve school performance and to include disabled students in school activities. Physical therapists also develop activities to improve large muscle control and balance to promote sensori-motor development (body awareness, postural control), and /or to promote independence in functional skills.

### Speech Language Services

The purpose of the speech and language program in BCPS is to provide service to students who have significant communication problems that affect their ability to access the curriculum. The program promotes success in the classroom, early literacy, social interaction and learning. Speech language pathologists [SLPs] are assigned to all schools in the county based on individual school need. Speech language pathologists use a continuum of service delivery models including consultation, individual, small group and classroom collaboration as determined by the students' IEPs.



**PROPOSED BCPS FY 05 SPECIAL  
EDUCATION STAFFING (FTE)**

<i>Federal and State Programs 3/25/04</i>	Projected Student Count	FY05 Teaching Positions		FY05 I.A. Positions		FY05 Ratios **	
		General Fund	Special Fund	General Fund	Special Fund	Teacher	I.A.
<b>Disability</b>							
Autism	526.0	58.4	-	58.4	-	9:1	9:1
Outreach *	36.0	4.0	-	8.0	-	9:1	4.5:1
Emotionally Disturbed *	1162.0	129.1	11.0	115.7	13.4	8.29	9:1
Special Schools	316.0	42.1	3.4	-	56.0	6.9:1	5.6:1
Functional/ Adapted	2,820.0	216.9	-	213.1	3.8	13:1	13:1
Lifeskills	528.0	52.8	-	52.8	-	10:1	10:1
Preschool*	458.0	42.1	1.4	38.5	-	10.5:1	11.9:1
White Oak	165.0	22.0	1.5	4.4	27.6	7:1	5.2:1
Inclusion	4,582.0	305.5	69.6	82.1	118.8	12.4:1	23.2:1
Alternative Schools		6.0	-	6.0	-		
Crisis Intervention		29.0	6.5	1.0	-		
Special Area/ Special Schools		33.6	8.4	-	-		
All Day Kindergarten Expansion		15.0		4.5			
Growth Factor		5.0					
<b>Subtotal</b>	<b>10,593.0</b>	<b>961.5</b>	<b>101.8</b>	<b>584.5</b>	<b>219.6</b>		
Adapted PE		3.6	-	-	-		
Infants & Toddlers*	825.0	20.0	9.5	5.0	5.7		
Transition		10.0	1.0	-	-		
Autism Support		1.0	2.0	-	-		
Northwest/Southwest Regional Team		3.0					
School Support Resource Teachers		3.0					
<b>Total</b>		<b>1002.1</b>	<b>114.3</b>	<b>589.5</b>	<b>225.3</b>		

\* Infants and Toddlers students are not counted in the total : MSD counts these students separately.

\* College Community Outreach programs exist at 4 college sites and are staffed by site at a maximum ratio of 9 students to the October 31 count.

\* Preschool is staffed for 9 to 1 for full day and 18 to 1 for half day.

\* The State RICA Reimbursable Grant provides 11.0 teachers and 8.0 IA's to service BCPS students placed at the Regional Institute for Children and Adolescents (RICA - Baltimore)

\*\* Ratios shown include special revenue positions, as opposed to ratios shown on page 49 of the Proposed Operating Budget, which reflect only positions funded through the general fund.

I&T SRF Teachers=7.8 I&T and 1.7 Passthrough

ED includes 8.0 RICA Reimbursable

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** April 20, 2004  
**TO:** **Board of Education**  
**FROM:** Dr. Joe A. Hairston, Superintendent  
**SUBJECT:** **KEY SCHOOL LEGISLATION**

**ORIGINATOR:** Dr. George P. Poff, Jr., Assistant to the Superintendent Governmental Relations

**INFORMATION**

\* \* \* \* \*

That the Board receives the wrap-up of the Key School Legislation

Attachment I – Key School Legislation

**BALTIMORE COUNTY PUBLIC SCHOOLS  
WRAP-UP  
KEY SCHOOL LEGISLATION  
APRIL 20, 2004**

**SB 1 Education – Teachers – State and Local Aid Program for Certification**

Under current law, there is a program of State and local aid to teachers who pursue certification by the National Board for Professional Teaching Standards known as the State and Local Aid Program for Certification by the National Board for Professional Teaching Standards. Each school year, the State Board is required to select, consistent with the amount provided in the State budget, a maximum of 500 teachers to participate in the Program. The original law provided for the act to remain effective for a period of 7 years, and to sunset May 31, 2004. As proposed, this bill would have stricken the sunset provision; however, it was amended to move the sunset date to 2008.

This Bill has passed.

The Board supported SB 1.

**SB 8 (HB 306) Teachers' Retirement and Pension Systems – Reemployment of Retired Teachers – Sunset**

Current law is scheduled to sunset June 30, 2004. This measure would have extended the termination date until June 30, 2008, for provisions of law that allow retirees of the Teachers' Retirement and Pension Systems to be reemployed in their home counties without an earnings limitation imposed on their retirement benefit.

During the recent Session, numerous legislative proposals were introduced to extend the sunset date and specify the conditions under which a candidate might be reemployed in the county from which he/she retired. None of these proposals was successful. Therefore, as of June 30, 2004, the ability of an employee to retire and be rehired by his/her former employer without an earnings limitation ceases to exist.

The Board supported SB 8 (HB 306).

**SB 115 Task Force to Study the Maryland Teachers’ Pension System and the Teachers’ Retirement System**

This legislation would have established a 27-member task force to review and evaluate the adequacy of the two systems and, if deemed necessary, make recommendations for changes.

Changes to the benefits structure of the Maryland Teachers’ Pension and Retirement Systems have left our State with one of the least attractive systems in our nation.

SB 115 failed.

The Board supported SB 115.

**SB 174 (HB 741) Education – Maryland School for the Blind – Notice to Parents or Guardians of Availability of Programs**

This legislation, sponsored by Senators Klausmeier, Harris, Hollinger, and Stone, requires that local education agencies notify the parents or guardians of each blind or visually impaired child, including children with multiple disabilities, of the availability of the educational programs offered by the Maryland School for the Blind. This legislation requires a process that is already in place relative to the Maryland School for the Deaf and in fact is already employed in serving the needs of visually impaired children by the Baltimore County Public Schools.

This Bill has passed.

The Board supported SB 174 (HB 741).

**SB 526 (HB 851) Education – Distressed Schools – Performance Incentive Grants**

This legislation, sponsored by Senator Delores Kelley, would have created an incentive grant program for schools defined by the Maryland State Department of Education as in need of improvement, corrective action, or restructuring. Should these schools demonstrate “statistically significant progress” toward achieving AYP for three years, the school would be eligible to receive a \$15,000 grant.

These Bills failed.

The Board supported SB 526 (HB 851)

### **HB 1 Public School Construction Assistance Act of 2004**

This legislation, introduced by the Speaker and the Chairs of Ways & Means and Appropriations, was pre-filed as a “place holder” to potentially address the recommendations of the Task Force on School Facilities. This Bill would have closed a “loophole” in current law by imposing recordation and transfer taxes on the transfer of real property when transfers are achieved through the sale of “controlling interest” as a specified corporation, partnership, or a limited liability company. Currently, transferring controlling interest or ownership by a corporation, limited liability company, or partnership can effectively transfer real property without payment of transfer and recordation taxes.

Because this type of transaction is not currently subject to taxes, it is difficult to estimate the amount of revenue that could have been generated by this Bill. It is, however, estimated that this Bill would have generated an additional \$6.5 million in State transfer tax revenue in FY 2005 and approximately \$72.19 million annual thereafter. Also, the local governments expected to receive approximately \$21.6 million in FY 05 and an additional \$43.2 million in future years.

This Bill would have required that specified amounts of State and local revenue from recordation and transfer taxes be dedicated to school construction for FY 2005 through 2008. The Baltimore County share to be dedicated to school construction was estimated to be about \$5 million.

This Bill passed the House of Delegates, went to the Senate, but never emerged from the Senate Budget and Taxation Committee.

The Board supported HB 1.

### **HB 162 Teacher Incentives**

This legislation, requested by the State Department of Education, specified that a classroom teacher who holds a professional certificate or a resident teacher’s certificate and teaches in a public school identified in accordance

with State Board regulations as a school in need of improvement, a school under corrective action, or a restructured school that achieves adequate yearly progress for two consecutive years shall receive a one-time stipend from the State in the amount of \$4,000, provided that the teacher taught in the school for the two years in which the school achieved adequate, yearly progress.

This Bill failed in the House Ways and Means Committee.

The Board supported HB 162.

### **HB 199 Public School Construction – Modular Construction**

This legislation requires that the Board of Public Works shall include modular construction as an approved public school construction or capital costs. It also requires that the Board of Public Works adopt regulations defining modular construction and minimum specifications for their approval as a public school construction cost.

HB 199 was passed.

The Board supported HB 199

### **HB 208 Education – County Boards of Education – Competitive Bidding**

This legislation would have increased the threshold dollar amount of a contract for which a county board of education must use competitive bidding. This increase in the statutory limit from \$15,000 to \$25,000 would place local boards of education on par with the same \$25,000 limit used by the State of Maryland, counties, and other municipalities.

HB 208 was passed by the House of Delegates but failed to win approval in the Senate.

The Board supported HB 208.

### **HB 345 (SB 245) Bridge to Excellence in Public Schools Act – Trigger Provision – Repeal**

This legislation repeals the provision in the Bridge to Excellence in Public Schools Act that made a specified level of State funding contingent upon the adoption of a joint resolution by the General Assembly before the 50<sup>th</sup> day of the Session; and repeals the provision of the Act establishing an alternative funding level of State aid for education if the joint resolution is not adopted. The genesis of this Bill was the Attorney General's advice that this provision of the law raised serious legal questions.

This emergency legislation has passed and is in effect. Should this legislation have failed to pass, and the potential trigger have been actuated, Baltimore County Public Schools likely would not have received the approximate \$38 million increase in Bridge to Excellence funds that we will receive in FY 2005.

The Board supported HB 345 (SB 245).

### **HB 1060 (SB 747) Teachers' and Local Employees' Retirement Enhancement Act of 2004**

This legislation, sponsored by Delegate Adrienne Jones and 48 members of the House, was the long-anticipated effort to improve Maryland's teachers' pension program. Once deemed the best program in the nation, reform legislation over a decade ago rendered Maryland's system for its educators near last in states' rankings. This legislative proposal included the recommendation of the Task Force on Pensions, which were:

- Increase cap on COLA from 3% - 5%
- Mandatory for new hires, optional for current members
- Across the board increase for current retirees:
  - a) \$1,200 for retirees who have been retired not more than 5 years;
  - b) \$1,500 for retirees who have been retired more than 5 but less than 10 years;
  - c) \$1,800 for retirees who have been retired more than 10 but less than 15 years; and
  - d) \$2,100 for retirees who have been retired more than 15 years.
- Benefits based on entire compensation (stipends, coaches, national teacher certification)
- Ability to purchase service credit similar to retirement system

- Reduce penalties for early retirement by 1%
- Reduce retirement age from 62 to 60 without 30 years (similar to retirement system)
- Employees' contribution from 2% to 5%

As was expected, the Fiscal Note of an additional \$1.1 billion in State Pension liability and an expected \$200+million per year in State costs placed these Bills in jeopardy.

Both Bills were heard but did not receive Committee votes and thus died.

The Board supported HB 1060 (SB 747).

### **HB 1230 (SB 787) Public School Facilities Act of 2004**

This legislation articulates the recommendations of the Task Force to Study Public School Facilities. This task force was prescribed by language in the *Bridge to Excellence Act* and was charged to conduct a similar analysis of “adequacy” as it pertains to facilities. Sponsored by the Chairs of the House Ways and Means and Appropriations Committees and the Chairman of the House Minority, it represents a bipartisan effort to recognize facilities’ needs and begin the process for their systematic address.

This comprehensive and complex legislation is based upon the Task Force’s analysis of facilities’ adequacy needs exceeding \$3.8 billion across our State.

Among several recommendations, this legislation calls for a new cost-sharing formula for each county beginning in 2006, a reduction in state rated capacity for elementary classes in grades one to five, a change in the aging schools allocation which would reduce our share, and the introduction of alternative funding methods.

One facet of this legislation is an adjustment to local grants for Aging Schools. First begun for Baltimore County in 1997 with the requirement that said funds be directed to schools in need of renovation that were built before 1960. The Task Force assumed that any resources spent on systemic upgrades to these schools deemed them modernized and recommended moving the requirement to the number of “aging schools” built before 1970. Since beginning in 2000 additional school systems were added to this



discretionary grant, and the total statewide allocation was raised to \$10.5 million. Raising the age of school dates from 1960 to 1970, and assuming our health and safety upgrades rendered those facilities comparable to “new schools,” we are scheduled to lose \$1.5 million in Aging School funds beginning in FY 2006. We unsuccessfully resisted this change during the Task Force’s tenure and during the recent Legislative Session. We did, however, achieve an amendment to the State Capital Budget whereby it is now the stated intent of the General Assembly “that any county that would receive funding in fiscal 2006 that is less than 75% of the funding provided in fiscal 2005 under the Aging School Program should receive a grant in fiscal 2006 in addition to the Aging School Program funds of up to 75% of the difference between fiscal 2005 and 2006. The grant shall phase out over three years.”

Faced with an affordability challenge similar to that of the Thornton Commission, the Task Force on Facilities recommends, and the legislation reflects, a multi-year phase-in until 2013.

This legislation was passed.

The Board supported HB 1230 (SB 787).

### **HB 1409 Baltimore County – Comprehensive Master Plan – Class Size Reduction**

This legislation, if passed, would have amended the Master Plan requirements for the Baltimore County Public Schools under the Bridge to Excellence in Public Schools Act (Thornton). The Master Plan requirement for Baltimore County would need to have included a separate description of the county Board’s goals relating to the reduction of class size in kindergarten through third grade; and progress made towards achieving these goals.

Local school systems are presently only one-half year into their management under required Master Plans. The process of developing Baltimore County’s plan was deliberate and comprehensive as to content as well as the involvement of stakeholders. The Baltimore County *Master Plan* on page 46 under Goal 1, Performance Indicator 1.1 for 2003-2004 school year states, “Reduce the student-teacher ratios for Kindergarten to Grade 2 from 23:1 to 21:1 for allocating positions to schools.” Our budget, which is based

upon the *Blueprint for Progress/Master Plan*, is presently before the County Executive and will shortly move to the County Council.

The House Rules Committee did not forward HB 1409 to a Committee; thus, it was not acted upon.

The Board opposed HB 1409.