

TENTATIVE, SUBJECT TO CHANGE

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, December 6, 2005
5:00 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 December 6, 2005
- IV. MINUTES
Consideration of the Open and Closed Session Minutes of November 8, 2005 Exhibit A
- V. ADVISORY AND STAKEHOLDER GROUPS
- VI. SUPERINTENDENT'S REPORT
- VII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS AND ADVISORY COUNCIL APPOINTMENTS FROM NOVEMBER 22, 2005 (Dr. Peccia)
- VIII. REPORTS
 - A. Report on Proposed Policy [3132] 8400 – Office of Internal Audit: Internal Audit, All Funds (First Reading) (Ms. Parker/Ms. Barr)
Exhibit B
 - B. Report on Language Arts (Ms. McMahon/Dr. Gaul)
Exhibit C
- IX. NEW BUSINESS
 - A. Consideration of consent to the following personnel matters: (Dr. Peccia)
 - 1. Retirements Exhibit D
 - 2. Resignations Exhibit E
 - 3. Leaves of Absence Exhibit F

IX. NEW BUSINESS (cont)

- B. Consideration of consent to the following contract awards: (Mr. Gay/Mr. Sines)
Exhibit G
1. Boiler Cleaning Services Contract Extension
 2. HVAC Filters
 3. Electrical Supplies and Associated Materials
 4. Fence Supplies
 5. Integrated Disability Management Employee Attendance Monitoring Program Medical Evaluations
 6. Boiler Replacement – Pine Grove Middle School
 7. Computerized Maintenance Management System (CMMS) Software
- C. Consideration of consent to the Baltimore County Public Schools FY2006 Capital Budget Supplement (Ms. Burnopp)
Exhibit H

XI. INFORMATION

- A. Financial Report as of October 31, 2005 Exhibit I
- B. Minority and Small Business Enterprises Annual Report Exhibit J
- C. Northeast Area Educational Advisory Council Minutes of November 3, 2005 Exhibit K
- D. Central Area Educational Advisory Council Pre-budget Minutes of October 20, 2005 Exhibit L

XII. ANNOUNCEMENTS

- A. Public Comment

Next Board Meeting Tuesday, December 20, 2005
7:30 PM Greenwood

TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, November 8, 2005

The Board of Education of Baltimore County, Maryland, met in open session at 5:00 p.m. at Greenwood. President Thomas G. Grzymiski and the following Board members were present: Mr. Donald L. Arnold, Ms. Frances A.S. Harris, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. JoAnn C. Murphy, Mr. Joseph J. Pallozzi, Ms. Joy Shillman, and Miss Gabrielle Wyatt. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

President Grzymiski reminded Board members of community functions and Board of Education events scheduled in November and December.

Mr. Borunda entered the room at 5:04 p.m.

Dr. Hairston distributed to Board members a list of reports that would be brought before the Board during this school year.

Mr. Janssen moved that the student member be permitted to participate in closed session collective bargaining discussions. The motion was seconded by Ms. Harris and unanimously approved by the Board.

Pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a) (1) and (a) (9) and upon motion of Mr. Janssen, seconded by Ms. Harris, the Board commenced its closed session at 5:06 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 5:06 p.m. at Greenwood. President Thomas G. Grzymiski and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Ms. Frances A.S. Harris, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. JoAnn C. Murphy, Mr. Joseph J. Pallozzi, Ms. Joy Shillman, and Miss Gabrielle Wyatt. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: Dr. Christine M. Johns, Deputy Superintendent, Curriculum and Instruction; Ms. Rita Fromm, Chief of Staff; Margaret-Ann Howie, Esq., Legal Counsel to the Superintendent; Nevett Steele, Jr., Esq., Assistant County Attorney; Dr. Donald Peccia, Assistant Superintendent of Human Resources and Government Relations; Dr. Kim X. Whitehead, Assistant Superintendent, Central Area; Mr. William Lawrence, Assistant Superintendent, Northeast Area; Dr. H. Scott Gehring, Assistant Superintendent, Northwest Area; Ms. Jean E. Satterfield, Assistant Superintendent, Southeast Area; Dr. Manuel B. Rodriguez, Assistant Superintendent, Southwest Area; Dr. Alpheus Arrington, Director of Human Resources; Mr. Daniel Capozzi, Staff Relations Manager; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

CLOSED SESSION MINUTES (cont)

Dr. Peccia reviewed with Board members personnel matters to be considered on the agenda.

Mr. Hayden entered the room at 5:12 p.m.

Mr. Capozzi discussed with Board members a matter related to negotiations for the upcoming year.

At 5:55 p.m., Mr. Pallozzi moved the Board adjourn for a brief dinner recess. The motion was seconded by Mr. Hayden and unanimously approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:34 p.m. at Greenwood. President Thomas G. Grzymiski and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Ms. Frances A.S. Harris, Mr. John Hayden, III, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. JoAnn C. Murphy, Mr. Joseph J. Pallozzi, Ms. Joy Shillman, and Miss Gabrielle Wyatt. 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 Ben Worsley, a student from Towson High School, followed by 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. Item VIII, Special Order of Business, would precede the Superintendent's Report.

MINUTES

Hearing no additions or corrections to the Board of Education Open and Closed Session Minutes of September 20, 2005; and the Open and Closed Session Minutes of October 5, 2005, Mr. Grzymiski declared the minutes approved as presented on the website.

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

ADVISORY AND STAKEHOLDER COMMENTS

Ms. Jennifer Oswald, Baltimore County Student Council President, reported on the planning of the middle school leadership conference, which will be held at CCBC Essex on November 19. Ms. Oswald added the BCSC students will be serving as greeters and guides at various schools during American Education Week.

Ms. Meg O'Hare, Coordinator of the Area Educational Advisory Councils, thanked the Board for dinner this evening. Ms. O'Hare stated she was encouraged to see the county government work side by side with the school system for its agenda for the upcoming legislative session.

Mr. Walter Hayes, Chair of the Northeast Area Educational Advisory Council, congratulated Mr. and Mrs. John Ryan for their 55 years of service to the PTA Council of Baltimore County. Mr. Hayes reported on the council's November 3 meeting.

Ms. Abby Beytin, Chair of the Northwest Area Educational Advisory Council, reported on the council's October 18 pre-budget meeting. Some issues include increase teacher salaries, staffing and staffing formulas to meet the needs of diverse students, additional special education resources and teachers, and additional gifted and talented resource teachers. She announced the date of the council's legislative forum.

Ms. Lisa Orens, Chair of the Southwest Area Educational Advisory Council, thanked the Board for dinner this evening. She noted that the council's pre-budget meeting minutes will be forthcoming.

Ms. Maggie Kennedy, Chair of the Baltimore County Education Coalition, reported that letters were sent to all Baltimore County elected state and local legislators in support of the state treasurer's state task force to study public school facilities. Ms. Kennedy urged the Board to work on retaining Dr. Hairston.

Ms. Gloria Collins, President of the Baltimore County Instructional Assistants & Clerical Employees, invited the Board to visit schools during American Education Week.

Ms. Karen Yarn, Chair of the Citizens Advisory Committee for Gifted and Talented Education, thanked the school system for sponsoring the G/T breakfast with Dr. Nadia Webb on November 6.

Dr. Ella White-Campbell, Chair of the Minority Achievement Advisory Group, and Patricia Cook-Ferguson, president of the Baltimore County chapter of the National Association for the Advancement of Colored People, urged the local board to do everything it could to keep Dr. Hairston.

Ms. Marilyn Ryan, a representative of the PTA Council of Baltimore County, thanked those who attended the PTA Gala held on October 27. She noted that Baltimore County has more PTA members than any other county in the state of Maryland.

ADVISORY AND STAKEHOLDER COMMENTS (cont)

Ms. Jasmine Shriver, Chair of the Special Education Citizens Advisory Committee, stated that 95% of all ALT-MSA students achieved either advanced or proficient level on the test.

SPECIAL ORDER OF BUSINESS

Dr. Hairston was presented with the Communication, Leadership, and Technology Award by Mr. Robin Richards, Chairman and CEO of Notification Technologies, Inc., and Dr. Elfreda Massie.

SUPERINTENDENT'S REPORT

Dr. Hairston introduced the members of the Superintendent's Student Advisory Group:

- Gabrielle Wyatt, Carver Center for the Arts and Technology student and the Student Member of the Baltimore County Board of Education
- Jennifer Oswald, Carver Center for the Arts and Technology student and President of the Baltimore County Student Councils
- Ali Hasan, Perry Hall High School student
- Jayson Stone, New Town High School student
- DeLaine Anderson, Lansdowne High School student
- Alex Crouse, Sparrows Point High Schools student

The Advisory Group reviewed with Board members various issues: additional guidance counselors especially in larger schools; additional college preparatory courses at all levels; availability of basic restroom essentials; water quality; and decreased class sizes especially in AP classes.

Dr. Hairston noted that Ridgely Middle School has been named a 2005 Maryland Blue Ribbon School of Excellence and is eligible for the national award. Ms. Kelly Smith, an English teacher at Dulaney High School, received the Milken National Educator Award; and Mr. Juan Castro, Towson High School art department chairman, received an American Star of Teaching Award and was selected as one of four semi-finalists for the prestigious national Association for Supervision and Curriculum Development (ASCD) Outstanding Young Educator Award.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Donald Peccia, Assistant Superintendent of Human Resources and Government Relations, recognized the administrative appointments made at the October 25, 2005 Board meeting:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<u>EDWARD L. CORNISH</u> (Effective October 26, 2005)	Assistant Principal/Extended School Administrator Snow Hill High School Worcester County Public Schools	Compliance Specialist Title I and Grant Assistance Department of Teaching and Learning
<u>DANIELLE S. CROSSLEY</u> (Effective October 26, 2005)	Director of Adult Education/ Principal of Evening High School Newburgh Enlarged City School District	Supervisor, Title I and Grant Assistance Department of Teaching and Learning
<u>GAYLE M. LOMAX</u> (Effective October 26, 2005)	Lawyer Reese & Carney, LLP	Compliance Specialist Title I and Grant Assistance Department of Teaching and Learning

REPORTS

The Board received the following reports:

- A. On motion of Mr. Arnold, seconded by Mr. Pallozzi, the Board approved resolution proclaiming November 16, 2005 as Educational Support Personnel Day.
- B. **September 30, 2005 Official Enrollment and Projection Comparison** – Through a PowerPoint™, Mr. Don Dent, Executive Director of Planning and Support Operations, discussed official enrollment for the 2005-2006 school year including historical, administrative, and grade level enrollment projections, and factors that influence enrollment. Mr. Dent stated that countywide enrollment as of September 30, 2005 is 107,386 students. He noted that projection accuracy for 2005 is within the 1% goal of *Blueprint For Progress* Performance Indicator 8.5.

Mr. Dent noted that the Office of Strategic Planning would meet with each Area Assistant Superintendent to discuss enrollments, projection, capacity, and proposed solutions to situations of overcrowding/ underutilization.

Miss Wyatt asked whether the school system could evaluate whether the dropout rate factor influences the decreased enrollment.

Ms. Borunda asked which schools in the northeast area have significantly higher or lower projections.

REPORTS (cont)

Mr. Grzynski requested a breakdown of actual enrollment by school for this year. Mr. Janssen requested that the breakdown also include capacity figures for the schools.

Dr. Hayman expressed concern that principals, particularly in the southwest area, are not involved in the projections. Dr. Hayman also expressed concern on over-enrollment and that staff adjustments do not occur until after September 30. Changing staff later in the school year could impact student achievement.

- C. **Report on AVID/College Board** – Dr. Thomas Gaul, Assistant Superintendent of Teaching and Learning, and Ms. Lynn Whittington, Director of School Improvement, provided the Board a summary on AVID, Smaller Learning Communities (SLC), and College Board programs. Ms. Whittington shared with Board members how these three programs work together to improve the quality of teaching and learning by increasing academic achievement and providing all students with access to highly rigorous courses.

Ms. Whittington reviewed the shared or common characteristics of AVID, SLC, and College Board and the individual characteristics of each of the initiatives. Four areas addressed were background, focus, current status, and outcomes.

Mr. Borunda asked what type of training programs exist for teachers and the costs of professional development. Ms. Whittington responded that the College Board program is part of a contract with BCPS. Monies from this contract are used to train potential teachers.

Mr. Borunda asked for the following information:

- the number of hours involved for a teacher to be trained in these programs,
- the number of teachers trained in all three programs, and
- the number of ESOL students participating in these programs

Ms. Murphy expressed concern over the gender gap in AVID and encouraged the school system to look for ways to recruit males into the program.

Miss Wyatt asked how middle schools are chosen for the AVID program. Ms. Whittington responded the school system works with the feeder schools first; however, by 2007-2008 all high schools would have the program.

Dr. Jessie Douglas, AVID Coordinator, explained that there is a cost of \$2,000 per person for training at the professional AVID center. Dr. Douglas stated the high school AVID teams begin recruiting in the middle schools in November.

REPORTS (cont)

Mr. Janssen requested information on the criteria for selecting tutors, how tutors are trained, and the teacher turnover rate for these programs.

Dr. Hayman expressed concern that the school system continues to compare apples and oranges when looking at the data analysis. The comparison needs to be between last year's ninth graders and this year's tenth graders. Dr. Hayman noted other areas needing attention in these programs include:

- Inequalities by design (different academies)
- Diversity assessment to address the gender issues
- Disposition and culture of the teaching environment needs to be included in professional development
- Focusing on the standard/middle child

Dr. Hayman stated he is impressed with what BCPS is accomplishing with the AVID program.

Mr. Grzynski commented that Ms. Whittington and Mr. William Lawrence made a presentation on AVID and related topics at the MABE conference that was well received.

PERSONNEL MATTERS

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

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Ms. Shillman, recommended approval of items 1-4 (Exhibit K).

Mr. Janssen requested a full copy of the Indoor Air Quality (IAQ) report. Dr. Hairston stated that the school system is on course with the Tools for Schools grant and that an update report would be provided to the Board.

The Board approved these recommendations.

1. RGA-174-06 Gale Science Virtual Reference e-Book Collection
2. MBU-573-06 Window Air Conditioners
3. MBU-588-06 Fee Acceptance: Design and Construction Administration Services – Food and Nutrition Services Warehouse Expansion and Renovation
4. PCR-220-06 Utility Easement – Timber Grove Elementary School

INFORMATION

The Board received the following as information:

- A. Northeast Area Education Advisory Council Pre-budget Meeting Minutes of October 6, 2005.
- B. Southeast Area Educational Advisory Council Pre-budget Meeting Minutes of October 18, 2005.

ANNOUNCEMENTS

Mr. Grzyski made the following announcements:

- On Wednesday, November 9, 2005, the Citizens' Advisory Committee on Gifted and Talented Education will conduct a special session entitled "How knowledge of gifted behavior can help you to understand and help your child." The meeting will be held at the Greenwood campus, ESS building beginning at 7:00 p.m.
- The High School Honors Music Concert will be held at the Joseph A. Meyerhoff Symphony Hall on Monday, November 14, 2005, at 7:30 p.m.
- On Tuesday, November 15, 2005, the Board of Education's Fall Recognition Ceremony will be held at Cockeysville Middle School beginning at 7:00 p.m.
- On Thursday, November 16, 2005, the Southwest Area Educational Advisory Council will be holding its meeting at Woodlawn Middle School beginning at 7:00 p.m.
- On Thursday, November 16, 2005, the Central Area Education Advisory Council will be holding its meeting at Cockeysville Middle School beginning at 7:30 p.m.
- ③ The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, November 22, 2005, at Greenwood. The meeting will begin with an open session at approximately 5:30 p.m. The Board will then adjourn to meet in closed session, which will be followed by a brief dinner recess. The open session will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions.

Mr. Grzyski 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.

PUBLIC COMMENT

Mr. Muhammad Jameel requested that the Board include Muslim holiday on the school calendar.

Ms. Pat Cammarata requested that the school calendar acknowledge the Christian holidays and vacations instead of “spring” and “winter” break.

Mr. Dick Walter echoed Ms. Cammarata’s comments.

ADJOURNMENT

At 9:43 p.m., Mr. Pallozzi moved to adjourn the open session. The motion was seconded by Mr. Hayden and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

bls

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **POLICY 8400 – AUDITING: INTERNAL AUDIT, ALL FUNDS**

ORIGINATOR: Frances Parker, Chief Auditor

RESOURCE
PERSON(S): Andrea Barr, Assistant Chief Auditor

RECOMMENDATION

The proposed new policy will establish the authority, standards, and responsibilities of the Office of Internal Audit. Additionally, the reclassification from the 3000 series Business to the 8000 series Internal Board Operations will accurately reflect the reporting structure of the Office of Internal Audit.

It is also recommended that Policy 3132, Non-Instructional Services: Fiscal Services Auditing: Internal Audit, All Funds, be deleted and replaced with proposed policy 8400.

This is the first reading.

* * * * *

Appendix I – Policy Analysis
Appendix II – Proposed Policy 8400

Board Of Education of Baltimore County
Policy Analysis

Proposed Deletion:

Policy 3132 Non-Instructional Services: Fiscal Services Auditing: Internal Audit, All Funds

Proposed New Policy:

Policy 8400 Auditing: Internal Audit, All Funds

Statement of Issues Addressed by the Proposed Policy Revision

Policy 3132 was adopted in June 1980, and has never been updated. The proposed new policy 8400 was reviewed by Leadership, the Board of Education (Board) Budget and Audit Committee, the Board Policy Ad Hoc Committee, and legal counsel for the Board and Superintendent. The deletion of Policy 3132 and the addition of Policy 8400 will establish the authority, standards, and responsibilities of the Office of Internal Audit. Additionally, the reclassification from the 3000 series Business to the 8000 series Internal Board Operations will accurately reflect the reporting structure of the Office of Internal Audit.

Cost Analysis

There is no specific fiscal impact on the Board as a result of the proposed deletion of 3132 and the proposed adoption of new policy 8400.

Legal Requirement

None

Similar Policies Adopted by Other School Systems

Similar policies from Anne Arundel County, Montgomery County, and Prince Georges County were reviewed in the development of the proposed new policy 8400.

Draft of Proposed Policy

Policy 8400 (Exhibit)

Other Alternatives Considered by Staff

None

[Policy 3132]
POLICY 8400

[NON-INSTRUCTIONAL SERVICES: Fiscal Services]

Auditing: Internal Audit, All Funds

[The Office of Audit shall be responsible for the ongoing audit of the activity of all funds, including school activity funds, managed by the Board of Education. This office will assist the external audit to the degree which is necessary and appropriate.]

THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) HAS ESTABLISHED THE OFFICE OF INTERNAL AUDIT (INTERNAL AUDIT) AS AN INDEPENDENT AND CONSULTANT OFFICE THAT REPORTS DIRECTLY TO THE BOARD OF EDUCATION. THE OFFICE IS INDEPENDENT OF THE SCHOOL SYSTEM AND IS ADMINISTRATIVELY AND OPERATIONALLY SUBJECT TO THE PRESIDENT OF THE BOARD.

INTERNAL AUDIT SHALL ASSIST THE BOARD IN THE DISCHARGE OF ITS RESPONSIBILITIES; COMPLETE AUDITS OF BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS); AND FURNISH THE BOARD AND BCPS WITH ANALYSES, RECOMMENDATIONS, COUNSEL, AND INFORMATION CONCERNING THE ACTIVITIES AUDITED OR REVIEWED. INTERNAL AUDIT WILL ALSO FACILITATE ANY AUDIT PROCESSES AND ASSIST ANY EXTERNAL AUDITORS TO THE DEGREE NECESSARY AND APPROPRIATE.

INTERNAL AUDIT IS AUTHORIZED TO HAVE UNRESTRICTED ACCESS TO ALL BCPS FUNCTIONS, RECORDS, PROPERTY, AND PERSONNEL.

THE BOARD SHALL APPOINT, REPLACE AND/OR DISMISS THE CHIEF AUDIT EXECUTIVES.

INTERNAL AUDIT STANDARDS AND RESPONSIBILITIES SHALL BE INCLUDED IN ITS CHARTER AND ANNUAL WORK PLAN.

ALL CAPS indicate new material.
Brackets [] indicate deleted material.

Policy
[Adopted: 6/19/80]
Adopted: _____

Board of Education of Baltimore County

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005
TO: **BOARD OF EDUCATION**
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: **READING PROGRAM PREK-10**
ORIGINATOR: Christine M. Johns, Deputy Superintendent of Curriculum and Instruction

RESOURCE

PERSON(S): Kathleen McMahon, Executive Director, Elementary Programs
Tom Gaul, Assistant Superintendent, Teaching and Learning
Lynn Whittington, Director, School Improvement
Jane Lichter, Coordinator, Elementary Reading/Language Arts
Elaine Berry, Coordinator, Secondary English and Reading
Michele Murphy, Supervisor, Secondary English and Reading

INFORMATION

The Board of Education will receive information outlining the Baltimore County Public Schools program of Reading, PreK-10.

Audio Visual equipment required (please specify): LCD Projector

Please identify the individual operating the equipment: Jane Lichter

Attachment I – Executive Summary

Attachment II – Reading Assessment and Intervention Model – Grades PreK-5

Attachment III - Reading Assessment and Intervention Model – Grades 6-8

Attachment IV - Reading Assessment and Intervention Model – Grades 9-10

Attachment V – Core, Supplemental, and Intervention Reading Programs/Materials

**BCPS Reading Program Prekindergarten through Grade 10
Executive Summary**

December 6, 2005

The Baltimore County Public Schools (BCPS) Reading Program is aligned with the Maryland State Department of Education's *Voluntary State Curriculum, Core Learning Goals*, and the research-based findings of the National Reading Panel. The program focuses on the five general areas of reading instruction: phonemic awareness, phonics, fluency, vocabulary, and text comprehension, and the application of those reading skills to both informational and literary texts.

Under Dr. Hairston's leadership, BCPS has maintained a focus on consistent improvement of the reading instructional program over the course of the last six years, beginning that process with the elementary grades. During the 2000-2001 school year, a core elementary reading program was identified for purchase to establish consistency in availability and use of research-based materials throughout all 103 elementary sites. Guided by a strong collaborative effort between schools and central office personnel, the ensuing school years provided opportunities for an annual deepening understanding of reading instruction and best practices to assist students in mastering core skills.

Secondary reading personnel were added to the Office of Secondary English and Reading during the 2003-2004 school year, and the purchase of 6th grade core reading materials occurred during the 2004-2005 school year. Schools and secondary reading personnel continue to refine the program to best meet the reading instructional needs of middle and high school students.

The BCPS Reading Program utilizes a *Three Tier Model* as the framework for delivering assessment-driven differentiated reading instruction for all students. The instruction is researched-based and aligned with the Maryland *Voluntary State Curriculum* and *Core Learning Goals*.

Tier I

- Tier I instruction is core classroom reading instruction, along with assessment of students' progress through screening and outcome testing.

Tier II

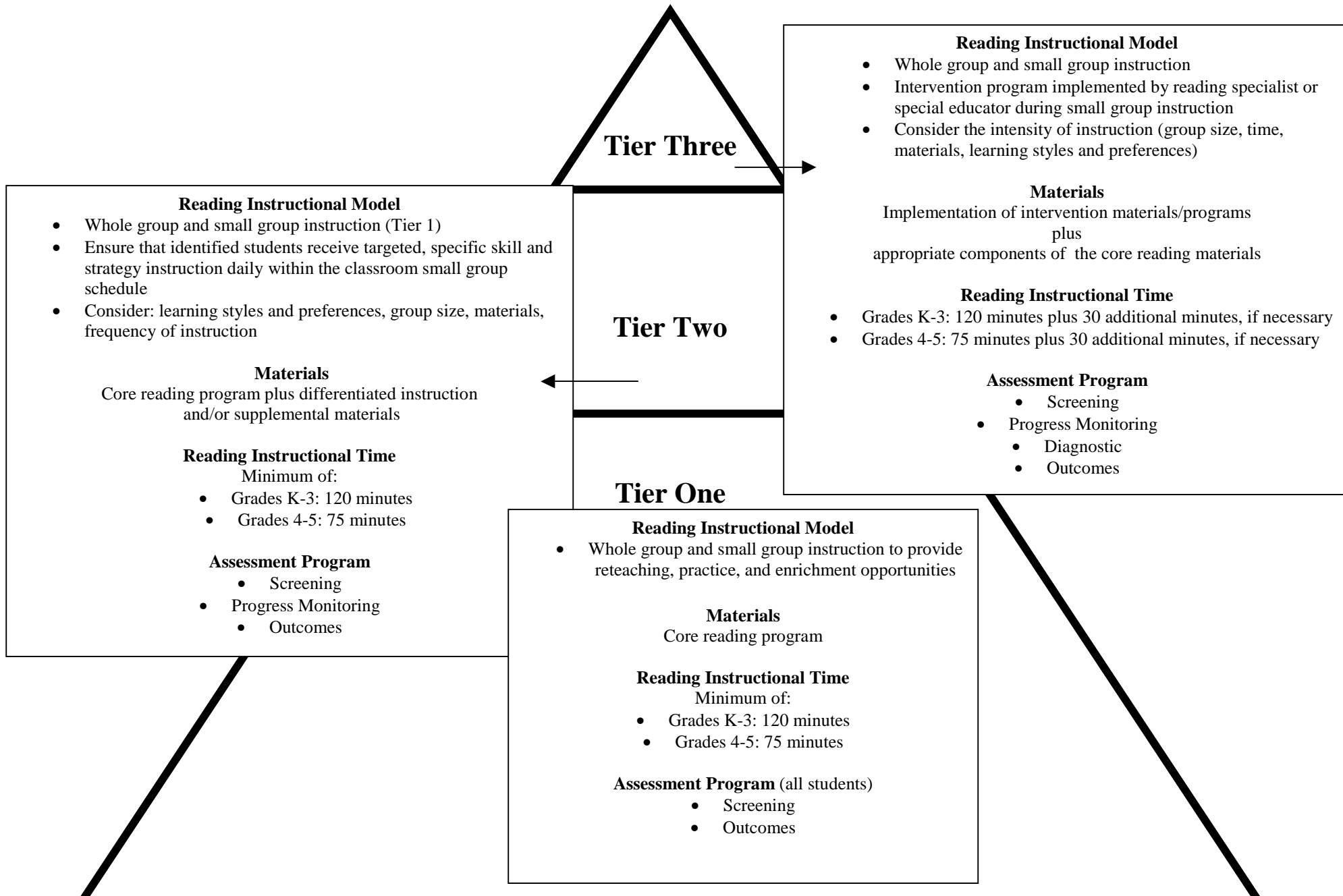
- Tier II instruction is provided to at-risk and struggling learners. It includes small group, focused instruction through the use of differentiated lessons, and/or BCPS approved supplemental materials. It also involves frequent progress monitoring assessments to ensure that the support being provided is improving student achievement.

Tier III

- Tier III instruction is provided to students with marked reading difficulties or reading disabilities who have not responded adequately to Tier II support. It provides intervention that is more intensive by reducing the group size, providing more time for daily small-group instruction, and making additional adaptations to the design and delivery of instruction. It also involves frequent progress monitoring to ensure that the support being provided is improving student achievement.

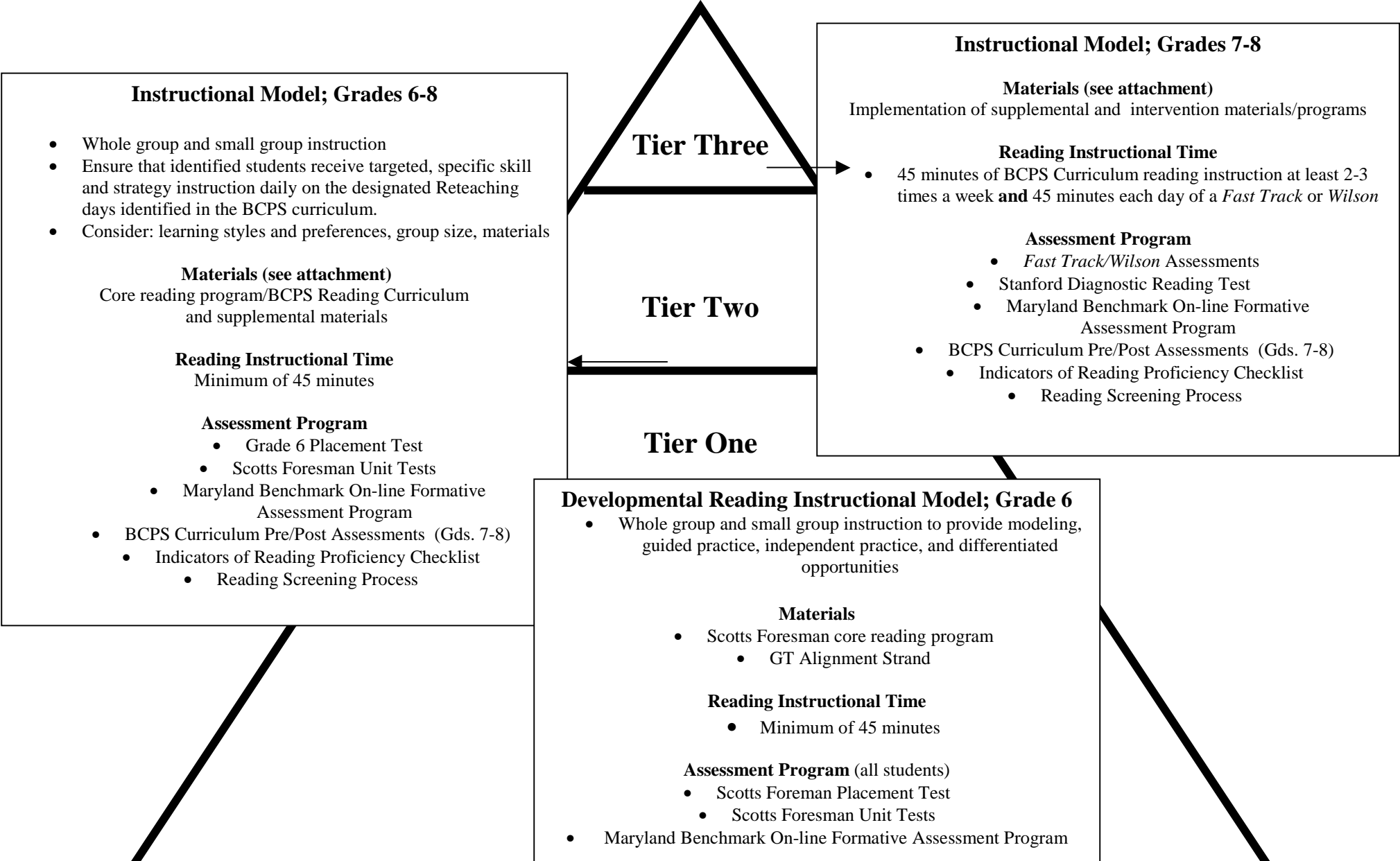
See Attachment I, II, and III for additional detail about the *Three Tier Model*. See Attachment IV for detail about the materials used by Baltimore County Public Schools to support instruction at each tier.

**Reading Assessment and Intervention Model (AIM)
(Phonemic Awareness, Phonics, Fluency, Vocabulary, Comprehension)**



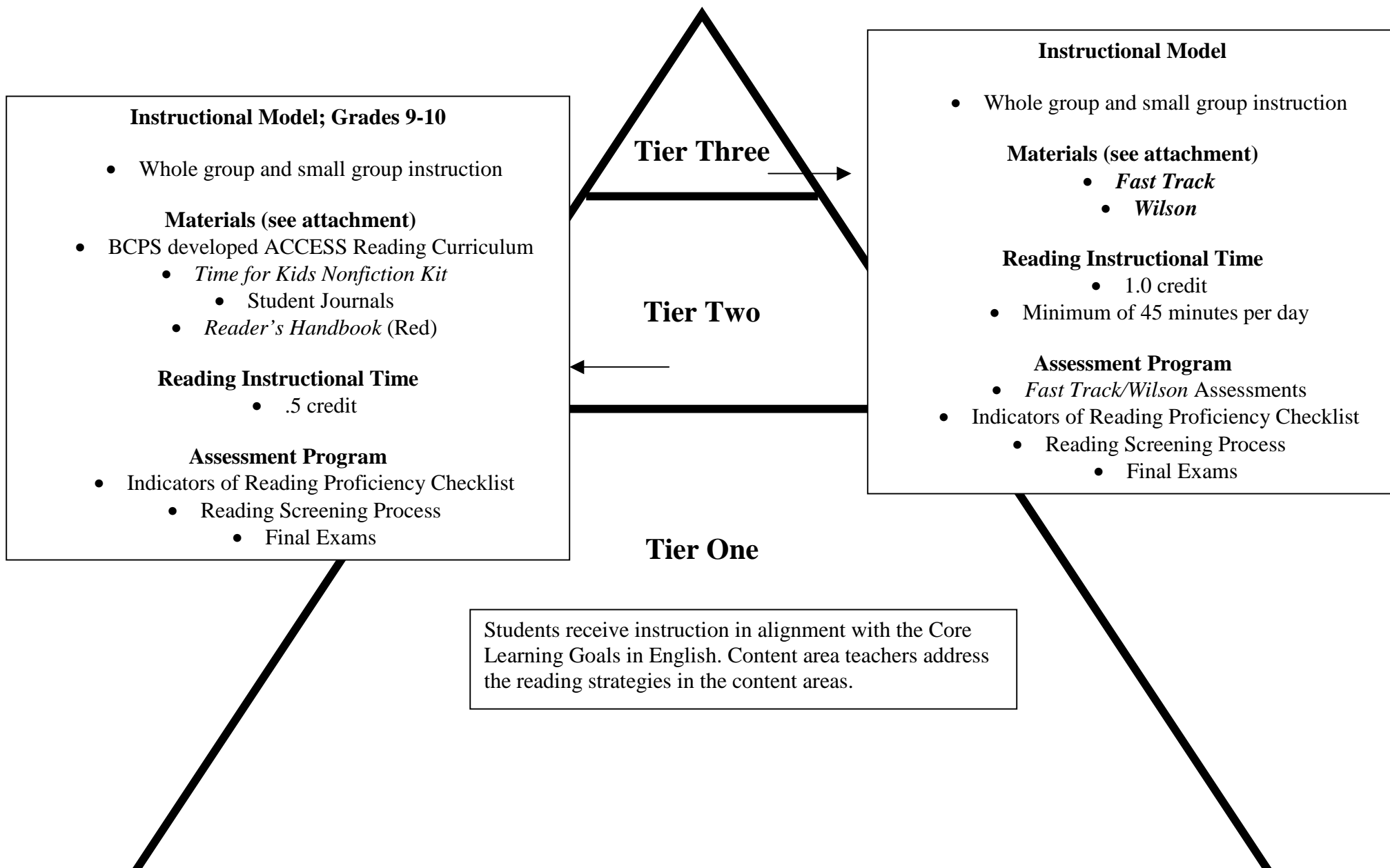
Baltimore County Public Schools
Office of Secondary English and Reading

Reading Assessment and Intervention Model (AIM); Grades 6-8
(Phonics, Fluency, Vocabulary, Comprehension)



Baltimore County Public Schools
Office of Secondary English and Reading

Reading Assessment and Intervention Model (AIM); Grades 9-10
(Phonics, Fluency, Vocabulary, Comprehension)



Core, Supplemental, and Intervention Reading Programs/Materials

	Name of Program	Type of Program	Component of Reading	Grade Levels
Tier 1	Open Court <i>Prekindergarten Reading Program</i>	Core	<ul style="list-style-type: none"> ○ Phonemic Awareness ○ Beginning Phonics ○ Vocabulary ○ Comprehension 	Prekindergarten
	Open Court <i>Phonemic Awareness and Phonics Kits</i>	Core	<ul style="list-style-type: none"> ○ Phonemic Awareness ○ Phonics 	Kindergarten - Grade 3
	BCPS <i>Shared Reading Binders for Kindergarten</i>	Core	<ul style="list-style-type: none"> ○ Vocabulary ○ Fluency ○ Comprehension 	Kindergarten
	Houghton Mifflin A <i>Legacy of Literacy</i>	Core	<ul style="list-style-type: none"> ○ Vocabulary ○ Fluency ○ Comprehension 	Grades 1-5
	Scott Foresman Reading <i>Great Expectations</i>	Core	<ul style="list-style-type: none"> ○ Vocabulary ○ Fluency ○ Comprehension 	Grade 6
Tier 2	BCPS <i>Phonemic Awareness Binders</i>	Supplemental	<ul style="list-style-type: none"> ○ Phonemic Awareness 	Prekindergarten-Grade 2
	<i>SIPPS (Systematic Instruction of Phonemes, Phonics, and Sight Words)</i>	Supplemental	<ul style="list-style-type: none"> ○ Phonics 	Grades 2-8
	<i>Fluency Formula</i>	Supplemental	<ul style="list-style-type: none"> ○ Fluency 	Grades 2-8
	BCPS developed curriculum for grades 7-8	Supplemental	<ul style="list-style-type: none"> ○ Fluency ○ Vocabulary ○ Comprehension ○ SSR ○ Content Area Connections 	Grades 7-8
	<i>ACCESS (Strategic Reading for Career and College Placement)</i>	Strategic Reading Course	<ul style="list-style-type: none"> ○ Vocabulary ○ Reading Strategies ○ Content Area Connections 	Grades 9-10
Tier 3	<i>Foundations</i>	Intervention	<ul style="list-style-type: none"> ○ Phonemic Awareness ○ Phonics 	Grades K-2
	<i>Fast Track</i>	Intervention	<ul style="list-style-type: none"> ○ Phonics/Word Study ○ Vocabulary ○ Fluency ○ Comprehension 	Grades 4-5 Grades 7-10
	<i>Wilson Language</i>	Intervention	<ul style="list-style-type: none"> ○ Phonics/Word Study 	Grades 3- 12

Notes:

- Houghton Mifflin A *Legacy of Literacy* and Scotts Foresman *Great Expectations* contain leveled readers that are also used as **supplemental materials**.

BCPS Reading Program

Presentation to the
Board of Education
December 6, 2005

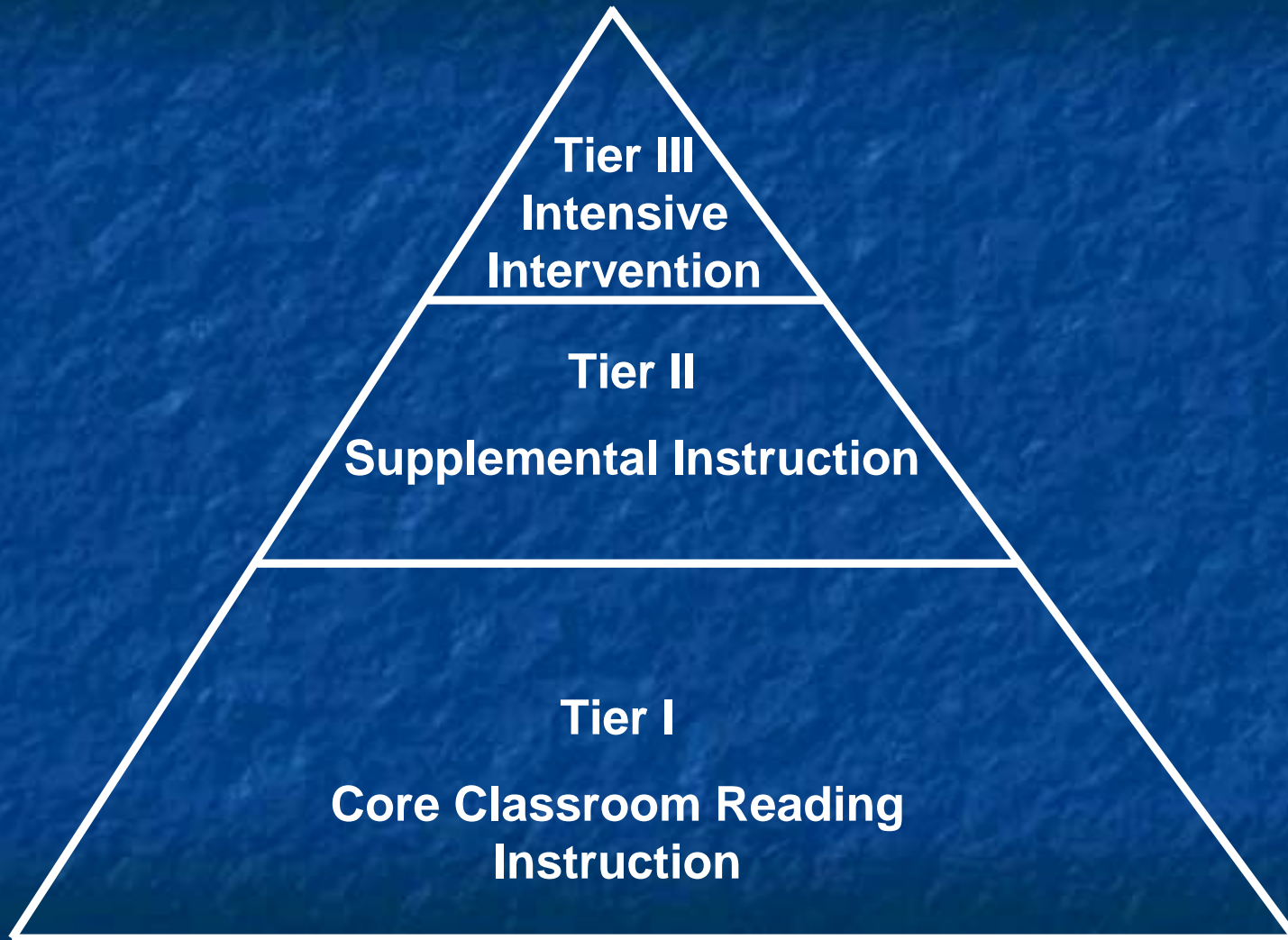
BCPS Reading Program

- ④ Prekindergarten to Grade 6 Reading Program is aligned with the Voluntary State Curriculum
 - ④ Research-based program focused on the five areas of reading identified by the National Reading Panel
 - ④ Consistent and systemwide use of materials
 - ④ Assessment program that includes screening, progress monitoring, diagnostic, and outcomes testing

BCPS Reading Program

2001-2002	Purchase and implementation of core elementary reading program
2002-2005	Expanded service and support to schools Identification of intervention programs
2003-2004	Creation of secondary reading office
2004-2005	Purchase and implementation of core 6 th grade reading program
2005-2006	Year II of implementation of secondary reading program Identification of intervention programs

BCPS Three Tier Reading Model



Three Tier Reading Program

Tier I

All students in prekindergarten through grade 6 receive explicit and systematic reading instruction through the use of a core set of materials.

BCPS Tier 1 Materials

- ④ Open Court *Phonemic Awareness and Phonics Kits (PK - Grade 3)*
- ④ BCPS *Shared Reading Binders for Kindergarten*
- ④ Houghton Mifflin *A Legacy of Literacy (Grades 1 - 5)*
- ④ Scott Foresman Reading *Great Expectations (Grade 6)*

Three Tier Reading Program

Tier 2

Identified students in kindergarten through grade 8 receive supplemental small group instruction through the use of differentiated lessons and/or BCPS approved materials.

BCPS Tier 2 Materials

- ④ BCPS *Phonemic Awareness Binders*
- ④ *SIPPS (Systematic Instruction of Phonemes, Phonics, and Sight Words)*
- ④ *Fluency Formula*
- ④ BCPS Reading Curriculum for Grades 7-8
- ④ *ACCESS*

Three Tier Reading Program

Tier 3

Identified students in kindergarten through grade 5, and grade 7 through grade 10 receive intensive intervention instruction.

BCPS Tier 3 Materials

④ *Foundations*

④ *Fast Track*

④ *Wilson Language*

How Are We Doing? Reading MSA

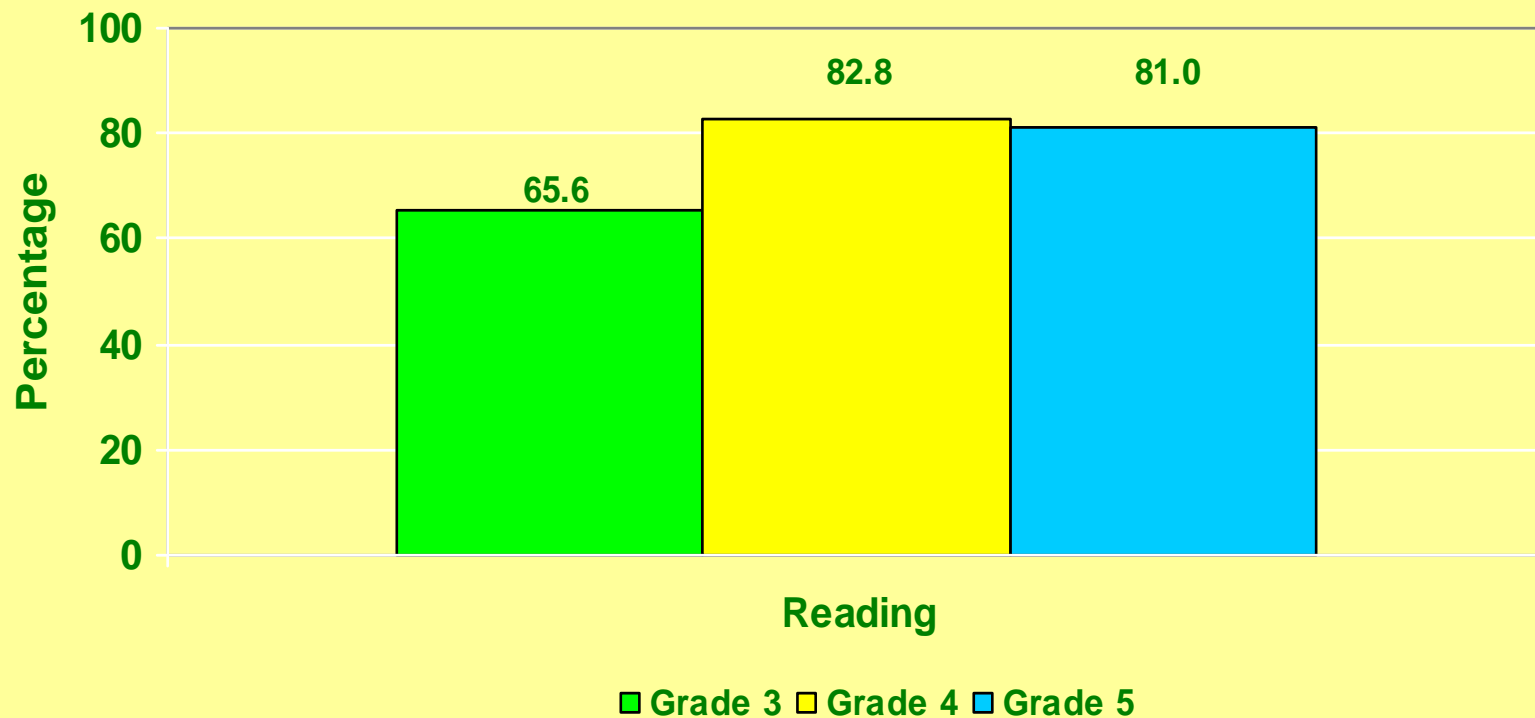
Percent Scoring Proficient or Advanced			
Grade	2003	2004	2005
3	63.3	76.2	81.4
4	-	80.7	86.1
5	69.6	72.9	79.5
6	-	73.3	73.0
7	-	70.6	71.1
8	59.8	65.7	69.3

How Are We Doing? Reading Alt-MSA

Percent Scoring Proficient or Advanced			
Grade	2003	2004	2005
3	63.5	91.0	85.4
4	-	88.6	88.0
5	64.6	92.4	92.2
6	-	85.7	89.5
7	-	91.6	86.6
8	54.9	88.0	89.7
10	-	77.1	79.7

MSA Reading Cohort Data

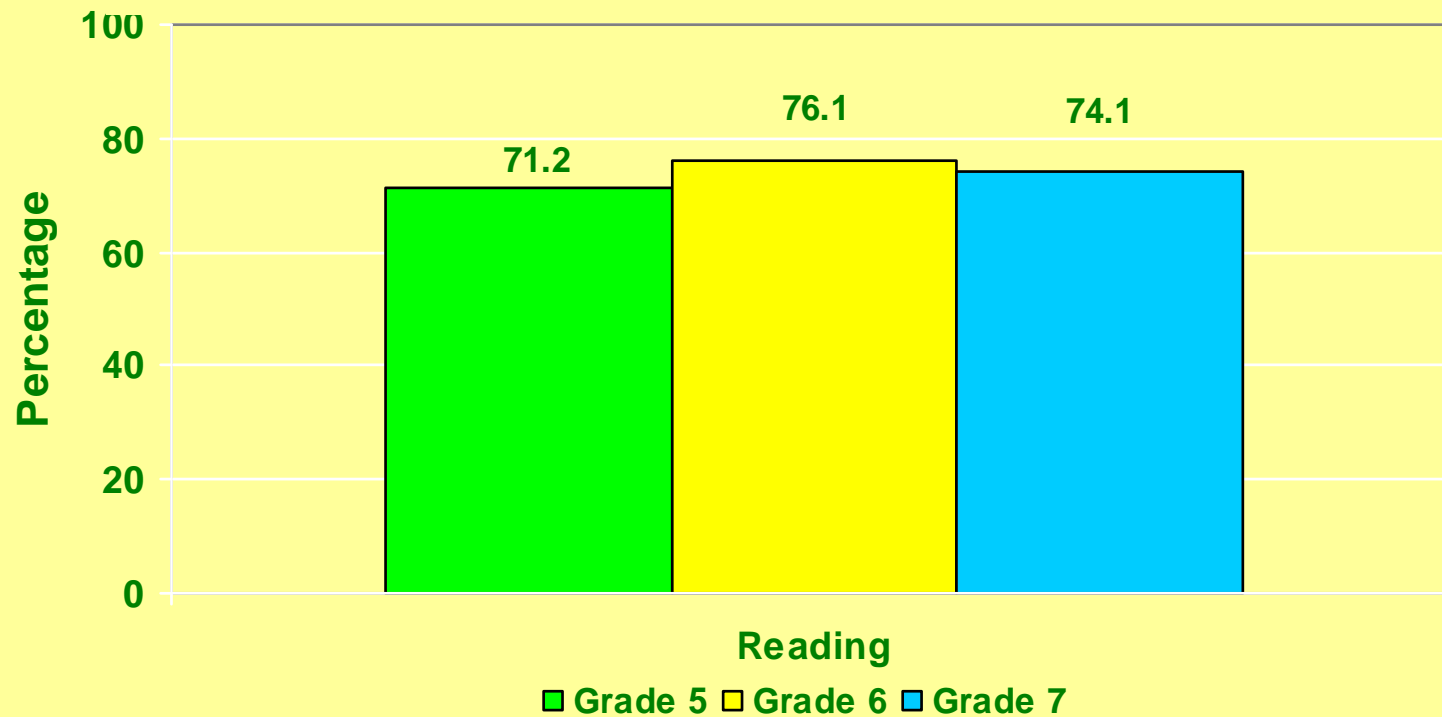
MSA Elementary Schools - Cohort of 2003 Proficient or Advanced



BCPS System Results for Performance Indicator 1.1

MSA Reading Cohort Data

MSA Middle Schools - Cohort of 2003 Proficient or Advanced



BCPS System Results for Performance Indicator 1.1

How Are We Doing? English 2 HSA

English 2 HSA - 52.3% overall pass rate

④ General Education	61.9%
④ Special Education	15.8%
④ American Indian	51.7%
④ Asian	74.5%
④ African American	38.8%
④ White	70.9%
④ Hispanic	45.8%
④ ELL	13.9%

MSA Reading Scores

School	FARMs %	Grade 3 % Prof/Adv	Grade 4 % Prof/Adv	Grade 5 % Prof/Adv
BCPS	37.2	81.4	86.1	78.6
Deep Creek	75.2	80.0	86.6	68.4
Lansdowne	58.4	90.7	96.8	88.9
Church Lane	42.4	88.4	88.1	83.0
Timber Grove	30.4	81.1	91.6	86.1
New Town	22.0	93.1	93.3	81.4
Seventh District	5.0	92.9	89.8	95.2

DIBELS First Grade Fall Scores **05-06** 04-05

School (FARMS %)	Phoneme Segmentation Fluency			Nonsense Word Fluency		
	Established	Emerging	Deficit	Low Risk	Some Risk	At Risk
Logan (70.4%)	84% 45%	14% 40%	3% 15%	75% 51%	20% 32%	5% 17%
Woodmoor (62.7%)	63% 23%	32% 37%	5% 40%	66% 34%	26% 34%	9% 32%
Owings Mills (50.7%)	79% 39%	17% 38%	4% 23%	82% 48%	10% 27%	8% 25%
Villa Cresta (24.7%)	71% 35%	24% 43%	6% 23%	60% 41%	31% 20%	9% 39%

Accomplishments

- ④ Implementation of consistent core reading materials
- ④ Identification of intervention materials
- ④ Monitoring of students' progress through embedded assessments

Accomplishments

- ④ Structured an early intervention model to increase the reading success of our youngest students
- ④ Utilized the budget process to increase access to early childhood learning supports (access to prekindergarten, full-day kindergarten, inclusion teachers)
- ④ Provided incremental professional development opportunities to support schools

Accomplishments

- ④ Established a reading screening process to identify students needing reading instruction beyond grade 6
- ④ Steadily increasing reading scores in elementary and middle school grades
- ④ Consistent progress toward meeting standards in all elementary disaggregated subgroups and most middle school subgroups

Next Steps

- ④ Ensuring that reading programs and materials are consistently and effectively implemented in all BCPS schools.
- ④ Providing ongoing professional development, coaching, and modeling of instruction for teachers and administrators.

Next Steps

- ④ Providing improved services in meeting the reading instructional needs of all students receiving special education and ELL services.
- ④ Providing structured reading intervention programs for grade 6 students in need of additional support.

Next Steps

- ④ Supporting the effective use of data in secondary schools to target instruction and provide differentiation.
- ④ Using the central office elementary resource team to support the effective transition of students from the 5th to 6th grade instructional program.

Next Steps

- ④ Providing a core program to support the instructional needs of students in grades 7 and 8 who require continued reading instruction.
- ④ The superintendent has scheduled meetings with principals, school leadership teams, and central office personnel to identify actions to improve the recently released English 2 HSA scores.

Next Steps

- ④ Continue to provide service to principals and teachers to implement an effective, differentiated reading program.

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204****December 6, 2005****RETIREMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/OFFICE</u>	<u>YRS. OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Carolyn Burger	Teacher	Jacksonville Elem.	24.8	7-01-06
Claudette Cook-Womack	Assist. Principal	Ridgely Middle	13.0	7-01-06
Ronald Derr	Paraeducator	Woodlawn High	32.1	10-01-05
Donna Danaher	Bus Attendant	Transportation	8.1	10-01-05
Robert Eichhorn	Teacher	Parkville Middle	34.0	7-01-06
Carolyn Mollenkopf	Lib. Sci, Media	Greenwood ESS	30.0	2-01-06
Carl Pohlner	Assist. Principal	Sparrows Point High	33.4	1-01-06

As of 11/18/05

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

December 6, 2005

RESIGNATIONS

ELEMENTARY – 3

Chesapeake Terrace Elementary School

Lori B. Tagliaferro, 10/28/05, 2.8 yrs.
Grade 5

Cromwell Elementary Magnet School

Carrie A. Shanks, 11/16/05, 3.3 yrs.
Special Education

Cindy A. Shuster, 11/02/05, 2.0 mos.
Technology Integration

SECONDARY – 6

Chesapeake High School

Dauida M. Kissel, 12/23/05, 7.4 yrs.
Home Economics

Dundalk High School

Tasheena A. Harris, 12/02/05, 2.0 yrs.
Mathematics

Loch Raven High School

Naomi E. Peete, 11/04/05, 2.0 mos.
Science

Loch Raven Technical Academy

Elizabeth Brown, 11/23/05, 9.0 mos.
Science

Sharon A. Nosal, 11/18/05, 1.3 yrs.
Art

Woodlawn Middle School

Louise L. Felix, 11/07/05, 2.0 mos.
Social Studies

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

December 6, 2005

LEAVES

CHILD REARING LEAVE

KRISTIN CARDANY MORROW – (Math Resource) Milbrook Elementary School
Effective December 6, 2005, through June 30, 2007

TERMINATION OF LEAVES

PERSONAL ILLNESS

SANDRA J. MILLS – (Cafeteria Worker) Catonsville Elementary School *
Effective January 3, 2005, through June 30, 2005

*Non-member Maryland State Retirement System & Pension System

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

RE: **RECOMMENDATIONS FOR AWARD OF CONTRACTS**

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

PERSON(S): Rick Gay, Manager, Office of Purchasing
Michael Sines, Executive Director, Department of Physical Facilities

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

See the attached list of contract recommendations presented for consideration by the Board of Education of Baltimore County.

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – December 6, 2005**

The following contract recommendations are presented for consideration by the Board of Education of Baltimore County.

- 1. Contract Extension:** Boiler Cleaning Services
Contract #: 5-538-01

Term: **Extension:** 1 year **Contract Ending Date:** 2/28/07 (tentative)
Estimated annual award value: \$300,000
Estimated total award value: \$300,000

Bid issued: January 4, 2001
Pre-bid meeting date: January 18, 2001
Due date: February 1, 2001
No. of vendors issued to: 13
No. of bids received: 9
No. of no-bids received: 4

Description:

This is a one-year extension of a five-year contract approved by the Board of Education on March 13, 2001, to provide maintenance services on various boilers and breechings within Baltimore County Public Schools.

Recommendation:

Recommendation of award of contract to:

Boiler & Furnace Cleaners, Inc.

Brentwood, MD

Responsible school or office:

Office of Maintenance

Contact person:

Dennis Elkins

Funding source:

Operating budget

2. Contract Modification: HVAC Filters
Contract #: RHA-365-03

Term: N/A **Extension:** 0 **Contract Ending Date:** 12/31/07 (tentative)
Estimated annual award value: \$ 430,000 (\$30,000 original + \$400,000 supplemental)
Estimated total award value: \$1,630,000 (\$30,000 original + \$400,000 per year)

Bid issued: January 23, 2003
Pre-bid meeting date: February 7, 2003
Due date: February 20, 2003
No. of vendors issued to: 9
No. of bids received: 3
No. of no-bids received: 0

Description:

The Board of Education approved the initial award of contract for *Supply Contract: Various HVAC Filters* on March 25, 2003, with an estimated annual award value of \$30,000. On September 20, 2005, the board approved a budget supplement for a the purchase (\$400,000 rounded) of additional air filter replacements for FY06. The air filters are used for a variety of operations which may include, but are not limited to, heating, cooling, and fresh air systems.

Recommendation:

Recommendation of award of contract to:

Air Filter Maintenance, Inc.

Baltimore, MD

Responsible school or office:

Office of Maintenance

Contact person:

Dennis N. Elkins

Funding source:

Operating budget

3. Contract: Electrical Supplies and Associated Materials
Contract #: JNI-732-06

Term: 5 years **Extension:** 0 **Contract Ending Date:** 12/31/10 (tentative)
Estimated annual award value: \$ 350,000
Estimated total award value: \$1,750,000

Bid issued: October 14, 2005
Pre-bid meeting date: None
Due date: November 3, 2005
No. of vendors issued to: 10
No. of bids received: 4
No. of Non-responsive bids: 1
No. of no-bids received: 0

Description:

This contract consists of the purchase of electrical supplies such as ballasts, conduits, switches, fuses, photocells, and various types of light fixtures.

Recommendation:

Recommendation of award of contract to:

C.N. Robinson Lighting	Baltimore, MD
Graybar Electric Company	Baltimore, MD
Shepherd Electric Supply	Baltimore, MD

Responsible school or office: Office of Maintenance

Contact person: Andrew Gall

Funding source: Operating budget

5. Contract: Integrated Disability Management Employee Attendance Monitoring Program Medical Evaluations

Contract #: MWE-809-06

Term: 6 years **Extension:** 0 **Contract Ending Date:** 12/31/11 (tentative)

Estimated annual award value: \$ 50,000

Estimated total award value: \$300,000

Bid issued: September 29, 2005

Pre-bid meeting date: October 7, 2005

Due date: October 14, 2005

No. of vendors issued to: 6

No. of bids received: 3

No. of no-bids received: 1

Description:

This contract is to provide medical workability and independent medical evaluation services on an as-needed basis. These services will be used for non-work related illnesses and injuries. Services may include medical review of history records, work status, treatment recommendations, ability to perform essential functions of position (fitness for duty), work restrictions, diagnosis and prognosis, transitional duty, hearings, and litigation. Criteria rated included resumes of the medical providers, references, storage and transfer of procedures of medical information and files, and experience in providing workability and independent medical evaluations.

Recommendation:

Recommendation of award of contract to:

Concentra Medical Centers
Forensic & Law Enforcement Services

Linthicum, MD
Towson, MD

Responsible school or office: Office of Risk Management

Contact person: Fran Allen

Funding source: Operating budget

7. **Contract:** Computerized Maintenance Management System (CMMS) Software

Contract #: JMI-633-06 (U.S. General Services Administration—GS-35F-0308R)

Term: 5 years **Extension:** 2-5 years **Contract Ending Date:** 6/30/2020 (tentative)

Estimated total award value: \$120,000 (software and implementation)

Renewed annually for: \$9,093 (software support)

Bid issued: N/A

Pre-bid meeting date: N/A

Due date: N/A

No. of vendors issued to: N/A

No. of bids received: N/A

No. of no-bids received: N/A

Description:

Under Section 5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland, and stipulated through the Federal Property and Administrative Services Act, amended Section 211 of the E-Government Act of 2002 (Pub. L. 107-347), BCPS requests approval to procure from the GSA Federal Supply Schedule (Schedule 70) the Computerized Maintenance Management System (CMMS) software from MicroMain Corporation. This software will efficiently manage the work orders, assets, and inventory of BCPS' Offices of Maintenance, Grounds, and Transportation. The software supports the management with a web-based work request module that is accessible at local sites for school-based administrators, central office administrators, and system administrators through the BCPS intranet. The application will replace the existing BCPS work order software and databases and allow databases for the Office of Transportation to be added for management of the bus and vehicle maintenance organization. This computerized system replaces the software product initially purchased in June 2004 for a CMMS Enterprise system.

Recommendation:

Recommendation of award of contract to:

MicroMain Corporation Austin, TX

Responsible school or office: Department of Physical Facilities

Contact person: Craig M. Ebersole, P.E.

Funding source: Operating budget

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **FY2006 CAPITAL BUDGET SUPPLEMENTAL APPROPRIATION**

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

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

RECOMMENDATION

That the Board of Education members approve the FY 2006 Capital Budget supplemental appropriation of \$7,740,317 for the partial renovation projects at Ridgely Middle School and Arbutus Middle School. These funds are necessary due to projected increases in construction costs at these schools.

BALTIMORE COUNTY PUBLIC SCHOOLS
Budget Supplement

Summary of Increases by Category

13.0106 - Arbutus MS

A supplement of \$5,082,717 will provide the additional funds necessary for construction and related capital expenses associated with the partial renovation of Arbutus MS.

13.0108 - Ridgely MS

A supplement of \$2,657,600 will provide the additional funds necessary for construction and related capital expenses associated with the partial renovation of Ridgely MS.

Summary of Revenue Sources

Local Sources - County Appropriation

This request is for a supplemental appropriation of \$7,740,317 from the County government.

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **FINANCIAL REPORT – FOR THE MONTHS ENDING OCTOBER 31, 2004 AND 2005**

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

RESOURCE PERSON (S): Barbara S. Burnopp, Chief Financial Officer
Patrick M. Fannon, Controller

INFORMATION

Attached is the General Fund *Comparison of FY2005 and FY2006 Revenues, Expenditures, and Encumbrances – Budget and Actual* for the periods ended October 31, 2004 and 2005.

General Fund Comparison of FY2005 and FY2006 Revenues, Expenditures, and Encumbrances- Budget and Actual

These data are presented using Maryland State Department of Education categories. Amounts included reflect actual revenues, expenditures and encumbrances to date and do not reflect forecasts of revenues and expenditures. Figure 1 presents an overview of the FY2005 and FY2006 General Fund Revenue Budget. Figure 2 provides an overview of the FY2006 General Fund Expenditure Budget. Figure 3 compares the percent of the budget obligated as of October 31, 2004 and 2005. Figure 4 is a comparative statement of budget to actual revenues, expenditures and encumbrances.

General Fund Revenue Budget

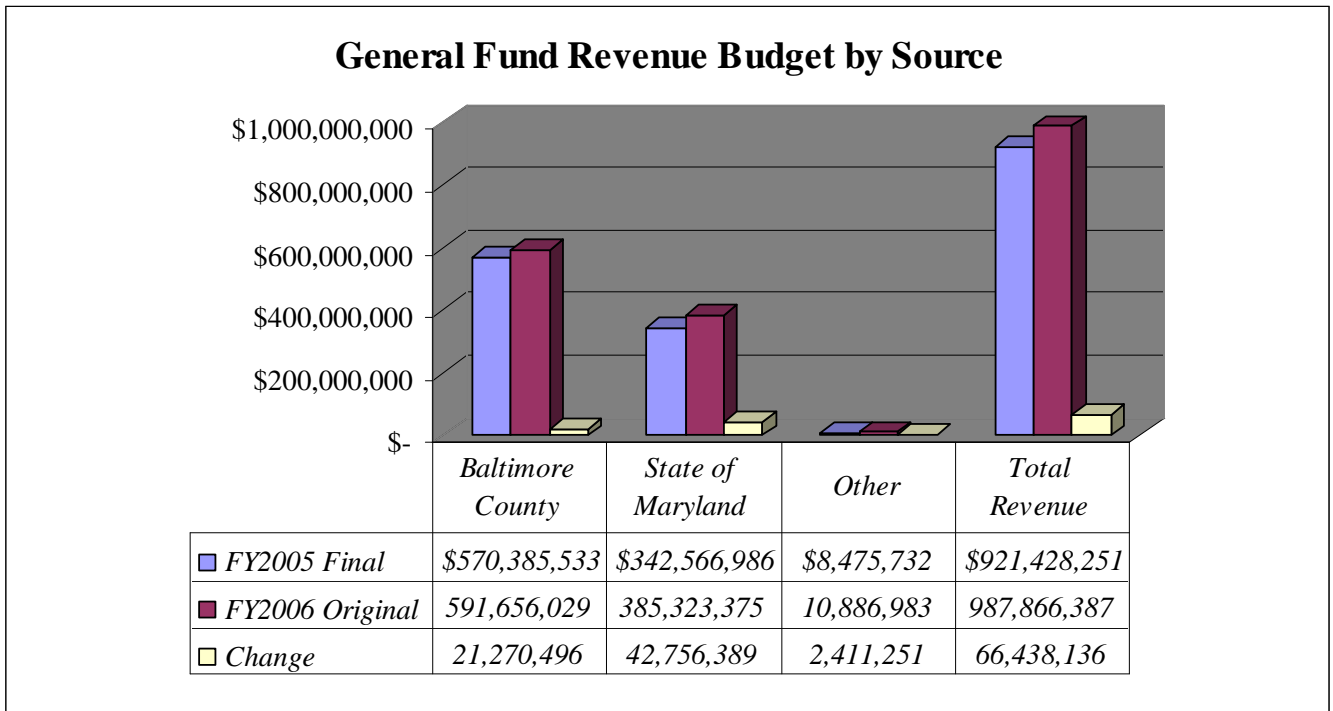


Figure 1

Year-to-Date Comparison

- ***Baltimore County*** – The FY2006 county appropriation increased \$21.3 million, 3.7% over the FY2005 budget. County funds are drawn based on cash flow requirements. Year-to-date county revenue recognized is \$94.7 million, 16% of the budget, as compared to \$93.5 million, 16.4% of the budget, for FY2005.
- ***State of Maryland*** – The FY2006 state appropriation increased \$42.8 million, 12.5% over the FY2005 budget. The increase is the result of the third year of the Maryland *Bridge to Excellence in Public Schools Act*. The majority of state funds are received bi-monthly in equal installments. Two of the bi-monthly payments have been received, and actual revenues to date are in line with the budget.
- ***Other Revenues*** –The other revenue budget is comprised of the re-appropriation of the prior year’s fund balance of \$4.3 million, out-of-county living arrangement payments from other local education agencies (LEAs) which are estimated to be \$4 million and are generally collected at year-end, tuitions and sundry revenues. The year-to-date revenue includes summer school and other tuition, the re-appropriation of the prior year’s unspent fund balance of \$4.3 million and sundry other revenues of approximately \$825,000.

General Fund Expenditure Budget

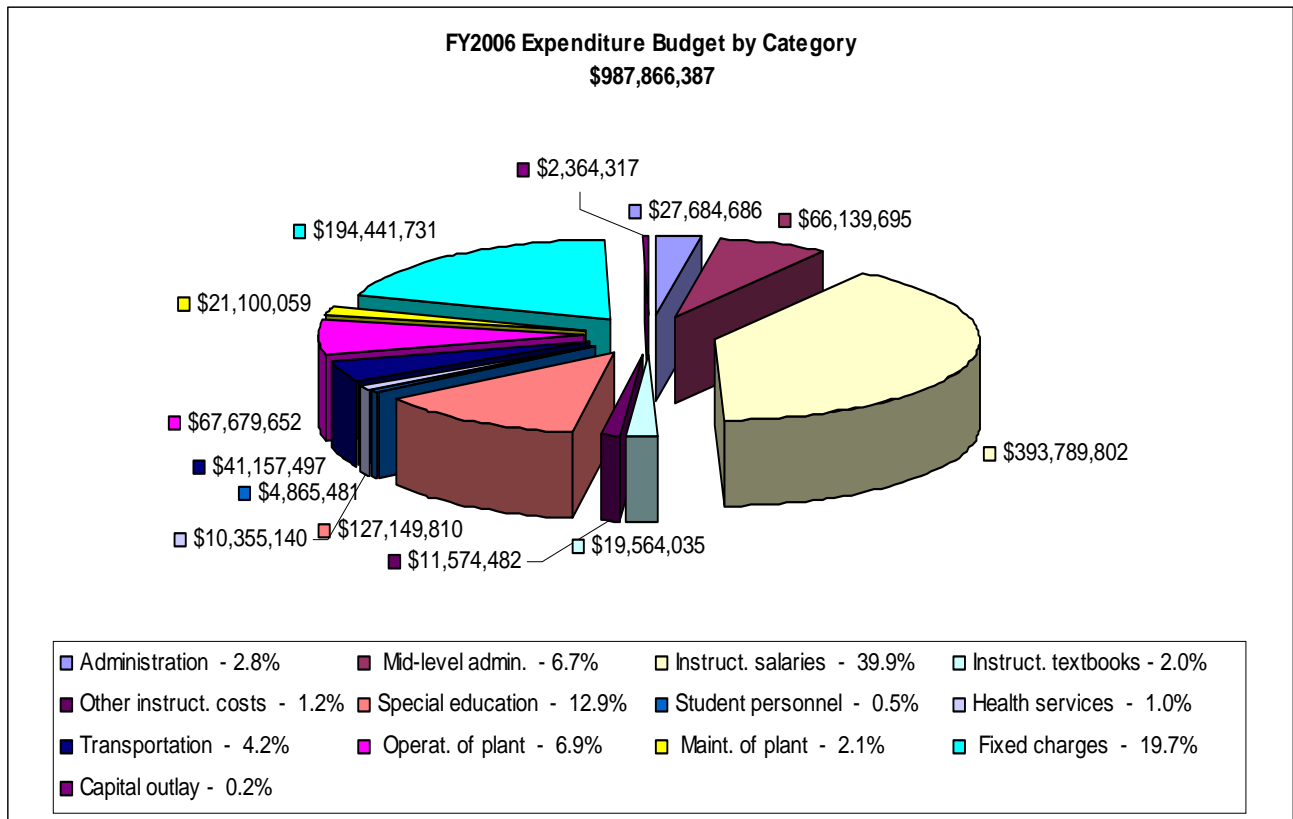


Figure 2 (Detail included in Figure 4)

Year-to-Date Comparison

Total expenditures and encumbrances – Year-to-date expenditures and encumbrances through October 31, 2005, are \$292 million, 29.6 % obligated, compared to \$276 million, 29.9 % obligated, for the same period in FY2005. Salary expenditures within categories that are primarily comprised of 12-month positions (e.g., Administration, Mid-Level Administration, Operation of Plant, Maintenance of Plant, and Capital Outlay) average 30.4 % of the budget amount and are in line considering the percent of the fiscal year that has elapsed. Salary expenditures in categories with large concentrations of 10-month, school-based personnel (e.g., Instructional Salaries, Special Education, Student Personnel, Health Services, and Transportation) average 21.6 % of budget, which is in line with the percentage of the school year that has elapsed. The increase in salary expense is attributable to salary restructuring for all employees and additional positions to expand full-time kindergarten and other programs. The increase in year-to-date FY2006 total non-salary expenditures and encumbrances results primarily from additional costs in administration, transportation, and operation of plant. These additional costs are for expenditures obligated for the upgrade of the Board’s automated financial system, the costs of fuel and utilities, and contracted services. Additionally, a significant portion of the contracted services in the Special Education budget have been encumbered for the year and increases have occurred in Fixed Charges primarily from an increase in health benefit costs.

Percent of Budget Obligated

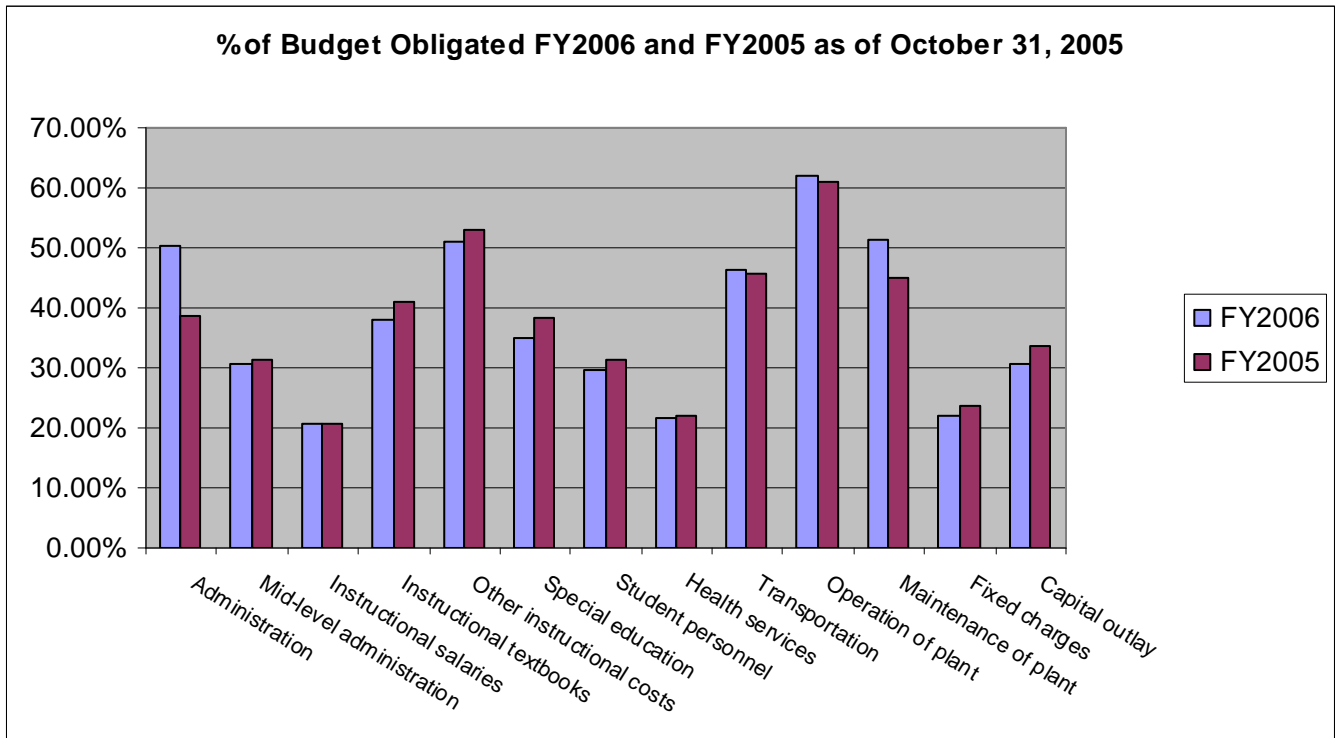


Figure 3

- Administration and Mid-level administration** – Year-to-date FY2006 expenditures and encumbrances in administration have increased \$4.4 million over those expended during the same period in FY2005. This increase results primarily from an increase in contracted services related to the upgrade in the Board’s automated financial system and data warehouse. Mid-level administration expenditures are in line with the budget and are comparable to the prior year.
- Instructional salaries** – The budget for instructional salaries was increased by \$19.4 million in FY2006 to include additional funding for salary restructuring and step increases. The budget increase also resulted from added instructional positions required to expand full-day kindergarten programs to 10 additional schools and for special education kindergarten at 5 additional schools.
- Instructional textbooks and supplies** – A significant portion of the instructional textbooks and supplies category is spent early in the fiscal year as orders are placed with vendors for textbooks and classroom supplies needed for the opening of school. The budget for this category was increased by 11.6%, or approximately \$2 million for the year. The increase in the budget is attributable to \$1.1 million for additional library books for elementary schools, an increase of \$130,000 for elementary programs, and additional increases in school-based expenditures. To date, \$7.4 million, 38% of the FY2006 budgeted funds, has been committed; the remaining budget will be spent throughout the year to purchase additional consumable classroom supplies, library books, and other media.

- ***Other instructional costs*** – This category is comprised of commitments for contracted services, staff development, and equipment used to support the instructional programs. This category’s budget was decreased by \$2.1 million to more closely reflect the expenditures anticipated. The prior year’s budget had costs of \$2.7 million for additional computers that were purchased last school year. To date, \$5.9 million, 51% of the FY2006 budgeted funds has been committed. Generally a majority of these expenditures are committed early in the school year to prepare for the opening of school.
- ***Special education*** – The special education category includes costs associated with the educational needs of students receiving special education services. The FY2006 salary budget includes increased funding for salary restructuring, step increases, and the addition of 35 full-time employees to support expansion of kindergarten special education inclusion programs. Also, \$37.7 million (96.5%) of the FY2006 special education non-salary budget is for private placement of children in non-public schools. To date, 63.9% of the original budgeted funds for private placement, \$23.7 million, have been committed, compared with \$26 million, or 80%, committed at October 2004. Based upon current student data, it is anticipated that the entire amount originally budgeted for private placement will not be required for this school year.
- ***Student personnel and Health services*** – Year-to-date FY2006 expenditures and encumbrances are currently in line with the budget.
- ***Transportation*** – This category includes all costs associated with providing school transportation services for students between home, school, and school activities. Much of the transportation non-salary budget is committed early in the fiscal year to reflect the anticipated annual expenditures for contracts with private bus operators, fuel for vehicles, cost of bus maintenance, and other non-salary expenditures. The non-salary budget increased \$2.6 million, which can be attributed primarily to \$1.1 million of additional capital lease obligations related to bus acquisitions and \$1.2 million of additional fuel cost and increased costs for parts and maintenance. As of October 2005, 87% of the non-salary budget has been committed, compared with 90.2% committed as of October 2004. Salaries expenses are in line with the budget and are comparable to the prior year.
- ***Operation of plant*** – This category contains costs for custodial and grounds keeping salaries for care and upkeep of grounds and buildings. Additionally, costs of utilities (including telecommunications costs, gas and electric, fuel oil, sewer, and water) are included here. The non-salary expenditure budget for this category has increased 12.5%, primarily because of the expected increase in the cost of utilities of \$2.7 million. Encumbrances for utilities have been established for approximately the full amount of the budgeted annual costs of \$24 million. Other expenditures in this category include the cost of building rent, \$2.3 million, property insurance, \$1.1 million, trash removal, \$850,000, telecommunications, \$1.8 million, and copier maintenance of \$660,000. As of October 2005, 92.6% of the non-salary budget has been committed, compared with 91.9 % as of October 2004.
- ***Maintenance of plant and Capital outlay*** – The maintenance category consists of activities related to the service and upkeep of building systems and grounds. The budgeted expenditures in this category include \$1.1 million for rent of modular facilities, \$6.8 million for maintenance (including service contracts), \$1.5 million for maintenance under the Aging School Program, and \$1.5 million for costs related to maintenance vehicles. The capital outlay category includes expenditures related to acquisition and construction of land, buildings, and equipment. Year-to-date FY2006 expenditures and encumbrances for maintenance of plant have increased 25%, or \$1.5 million, over last year. The

increase is attributable to earlier encumbrances for service contracts for electrical, mechanical, and other types of services. Capital outlay expenditures to date are for contracted services and other costs. Salary expenses for both categories are in line with the budget.

- ***Fixed charges*** – This category includes the cost of employee benefits and other fixed costs. Health insurance and employer FICA consume 69% and 25% of the Fixed Charges budget, respectively. The FY2006 budget increased \$15.4 million primarily as a result of increases in premium rates for health insurance and additional FICA expense which is directly related to payroll increases. Year-to-date FY2006 expenditures and encumbrances are in line with the budget.

Comparison of FY 2005 and FY 2006 Revenues, Expenditures, and Encumbrances
Budget and Actual
For the Periods Ended October, 2004 and 2005
General Fund

		FY 2005				FY 2006			
		Adjusted	Total	Remaining	Percentage	Adjusted	Total	Remaining	Percentage
		Budget	Rev/Exp/Enc.	Budget	Earned or	Budget	Rev/Exp/Enc.	Budget	Earned or
			as of 10/31/04	as of 10/31/04	Obligated		as of 10/31/05	as of 10/31/05	Obligated
Revenues :									
Baltimore County		\$ 570,385,533	\$ 93,515,274	\$ 476,870,259	16.4%	\$ 591,656,029	\$ 94,727,161	\$ 496,928,868	16.0%
State of Maryland		342,566,986	110,634,211	231,932,775	32.3%	385,323,375	124,604,786	260,718,589	32.3%
Other		8,475,732	3,515,675	4,960,057	41.5%	10,886,983	5,389,534	5,497,449	49.5%
Total revenues		\$ 921,428,251	\$ 207,665,160	\$ 713,763,091	22.5%	\$ 987,866,387	\$ 224,721,481	\$ 763,144,906	22.7%
Expenditures and encumbrances :									
Administration	salary	\$ 15,181,770	\$ 4,866,274	\$ 10,315,496	32.1%	\$ 16,919,500	\$ 5,434,933	\$ 11,484,567	32.1%
	non-salary	7,944,531	4,060,682	3,883,849	51.1%	10,765,186	8,495,152	2,270,034	78.9%
	subtotal	23,126,301	8,926,956	14,199,345	38.6%	27,684,686	13,930,085	13,754,601	50.3%
Mid-level administration	salary	56,683,247	17,492,220	39,191,027	30.9%	61,011,497	18,223,128	42,788,369	29.9%
	non-salary	5,241,036	1,962,738	3,278,298	37.4%	5,128,198	1,980,088	3,148,110	38.6%
	subtotal	61,924,283	19,454,958	42,469,325	31.4%	66,139,695	20,203,216	45,936,479	30.5%
Instruction:									
Instructional salaries	salary	374,416,758	77,794,715	296,622,043	20.8%	393,789,802	80,918,471	312,871,331	20.5%
Instructional textbooks	non-salary	17,526,680	7,207,060	10,319,620	41.1%	19,564,035	7,432,251	12,131,784	38.0%
Other instructional costs	non-salary	13,700,759	7,251,091	6,449,668	52.9%	11,574,482	5,900,594	5,673,888	51.0%
Special education	salary	79,191,225	18,073,755	61,117,470	22.8%	87,500,557	19,650,362	67,850,195	22.5%
	non-salary	36,233,248	26,204,010	10,029,238	72.3%	39,649,253	25,050,289	14,598,964	63.2%
	subtotal	115,424,473	44,277,765	71,146,708	38.4%	127,149,810	44,700,651	82,449,159	35.2%
Student personnel	salary	4,361,971	1,384,581	2,977,390	31.7%	4,697,545	1,413,728	3,283,817	30.1%
	non-salary	154,236	31,496	122,740	20.4%	167,936	25,589	142,347	15.2%
	subtotal	4,516,207	1,416,077	3,100,130	31.4%	4,865,481	1,439,317	3,426,164	29.6%
Health services	salary	9,608,799	2,072,514	7,536,285	21.6%	10,122,687	2,171,422	7,951,266	21.5%
	non-salary	157,860	63,705	94,155	40.4%	232,453	66,596	165,857	28.6%
	subtotal	9,766,659	2,136,219	7,630,440	21.9%	10,355,140	2,238,018	8,117,122	21.6%
Transportation	salary	24,125,796	5,344,840	18,780,956	22.2%	25,890,607	5,772,951	20,117,656	22.3%
	non-salary	12,638,504	11,406,019	1,232,485	90.2%	15,266,890	13,284,958	1,981,932	87.0%
	subtotal	36,764,300	16,750,859	20,013,441	45.6%	41,157,497	19,057,909	22,099,588	46.3%
Operation of plant	salary	32,016,991	9,958,414	22,058,577	31.1%	33,121,361	9,917,437	23,203,924	29.9%
	non-salary	30,716,062	28,215,738	2,500,324	91.9%	34,558,291	31,991,513	2,566,778	92.6%
	subtotal	62,733,053	38,174,152	24,558,901	60.9%	67,679,652	41,908,950	25,770,702	61.9%
Maintenance of plant	salary	9,823,730	2,854,037	6,969,693	29.1%	10,218,229	2,988,631	7,229,598	29.2%
	non-salary	10,512,858	6,275,363	4,237,495	59.7%	10,881,830	7,833,236	3,048,594	72.0%
	subtotal	20,336,588	9,129,400	11,207,188	44.9%	21,100,059	10,821,867	10,278,192	51.3%
Fixed charges	non-salary	179,052,298	42,647,905	136,404,393	23.8%	194,441,731	42,829,421	151,612,310	22.0%
Capital outlay	salary	1,931,742	685,156	1,246,586	35.5%	2,162,667	632,407	1,530,260	29.2%
	non-salary	208,150	32,538	175,612	15.6%	201,650	92,577	109,073	45.9%
	subtotal	2,139,892	717,694	137,826,591	33.5%	2,364,317	724,984	1,639,333	30.7%
Total Salary		607,342,029	140,526,506	466,815,523	23.1%	645,434,452	147,123,470	498,310,982	22.8%
Total Non-Salary		314,086,222	135,358,345	178,727,877	43.1%	342,431,935	144,982,263	197,449,672	42.3%
Total expenditures and encumbrances		\$ 921,428,251	\$ 275,884,851	\$ 645,543,400	29.9%	\$ 987,866,387	\$ 292,105,733	\$ 695,760,654	29.6%

Figure 4

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 6, 2005

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **MINORITY AND SMALL BUSINESS ENTERPRISES – ANNUAL REPORT**

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

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

INFORMATION

The Board of Education and the State of Maryland have policies and regulations related to MBE/SBE participation on contracts. Last February, the Board was given a presentation on FY03 and FY04 data. Board Policy 3200 requires the Superintendent to report on the participation of minority and small business enterprise annually.

Attachment I – Minority and Small Business Enterprises – Annual Report

Attachment I

Minority and Small Business Enterprises



Annual Report



Definitions

④ Minority Business Enterprise (MBE)

- ④ Defined by the State Finance Procurement Article 14-301 for State Construction, any legal entity that is:
 - ④ at least 51% owned and controlled by one or more individuals or;
 - ④ a non-profit entity organized to promote interests of the physically or mentally disabled.
- ④ State-funded contracts – must be certified by the Maryland Department of Transportation (MDOT)
- ④ County-funded contracts – must be certified by the MDOT or other recognized municipalities or minority associations.



Definitions (continued)

④ Minority Groups

④ African Americans

④ Asian Americans

④ Hispanic Americans

④ Native Americans

④ Women

④ Persons with disabilities



Definitions (continued)

- ④ Small Business Enterprise (SBE) as defined by State Finance Procurement Article 14-201
 - ④ A business with 1-100 employees, depending on classification
 - ④ Generates an annual revenue of less than \$7 million (for construction), and \$2 million for other business classifications



Board Policies and Superintendent's Rule

- ④ Board Policy and Superintendent's Rule 3200 – Purchasing from Minority and Small Business Enterprises
- ④ Board Policy 7460 – Construction – Purchases from Minority Businesses
- ④ Sets goals for MBE/SBE involvement
- ④ Specific goals for all contracts
 - ④ 14% total value of contracts from both MBEs and SBEs
- ④ Sets compliance with state contract goals



State Regulations (14-302)

- ④ Goal for State-Funded Public School Construction Contracts
 - ④ 25% total value of contracts from MBE
 - ④ 7% minimum classified as African American
 - ④ 10% minimum classified as Woman-owned
 - ④ Specifically looks at sub-contractors in addition to initial contractor



Board Goals of Surrounding LEAs

- ④ Anne Arundel County Public Schools
 - ④ 14% total value of board (county) funded contracts
- ④ Baltimore City Schools
 - ④ 12% total value of board (city) funded contracts
- ④ Carroll County Public Schools
 - ④ No MBE goal for board (county) funded contracts other than the state goals for capital construction projects
- ④ Harford County Public Schools
 - ④ No MBE goal for board (county) funded contracts other than the state goals for capital construction projects
- ④ Howard County Public Schools
 - ④ No MBE goal for board (county) funded contracts other than the state goals for capital construction projects
- ④ Montgomery County Public Schools
 - ④ No MBE goal for board (county) funded contracts other than the state goals for capital construction projects
- ④ Prince Georges County Public Schools
 - ④ 30% of total value, with a minimum of 15%, for board (county) funded contracts



Contracting Process

- ④ The need for a solicitation is identified by either a faculty or staff member.
- ④ The Office of Purchasing meets with the user to identify the specifications of the solicitation.
- ④ The solicitation is then developed and advertised by the Office of Purchasing on their web page and on Maryland Contract Weekly.
- ④ Beginning in 2007, all state bids will be required to be advertised on eMaryland Marketplace and on their online system. The Maryland Contract Weekly will be eliminated.



Contracting Process (Continued)

- ④ According to the Education Article of the Annotated Code of Maryland §5-112, once solicitations are received from prospective vendors, the Office of Purchasing, along with the user, evaluate the offers and award to the lowest responsible bidder who conforms to the specifications with consideration given to:



Contracting Process (Continued)

- ④ The quantities involved
- ④ The time required for delivery
- ④ The purpose for which required
- ④ The competency and responsibility of the bidder
- ④ The ability of the bidder to perform satisfactory service
- ④ The plan for utilization of minority contractors



Contracting Process (Continued)

- ④ After an award vendor is determined, the award of contract is submitted to the Board of Education for approval.
- ④ After Board approval, a contract is finalized and is executed.



Contracting Process (Continued)

④ State-funded Contracts

- ④ All invitations for bids outline MBE participation goals.
- ④ Purchasing notifies the Maryland/Washington Minority Contractors Association (MWMCA) and Governor's Office of Minority Affairs of all available bids.



Contracting Process (Continued)

④ State-funded Contracts (continued)

④ *A Utilization Affidavit, a Schedule for Participation, and a Statement of Intent* must be completed at the time of bid submission for each minority sub-contractor.

④ As necessary, a request for a waiver must be submitted if the state goals cannot be met, and an *Unavailability Certificate for Minority Subcontractors* must be submitted.



Contracting Process (Continued)

④ Board Contracts

- ④ Invitation for bids contain county MBE/SBE goals for participation
- ④ A *Utilization Affidavit* must be completed at the time of bid submission to BCPS by all vendors.
- ④ As necessary, a *Statement of Intent* must be completed and submitted within 10 days to BCPS by the award bidder.



Contracting Process (Continued)

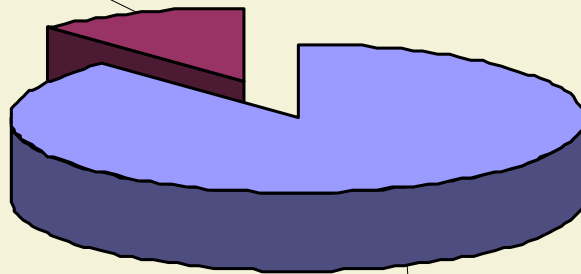
④ Board Contracts (continued)

- ④ As necessary, a request for a waiver must be submitted if the county goals cannot be met, and an *Unavailability Certificate for MBE/SBE Subcontractors* must be submitted.



FY2005 Operating, Grants, Capital, and Food Services Expenditures

Items Subject to
Competitive
Procurement Process
12%
\$122 million



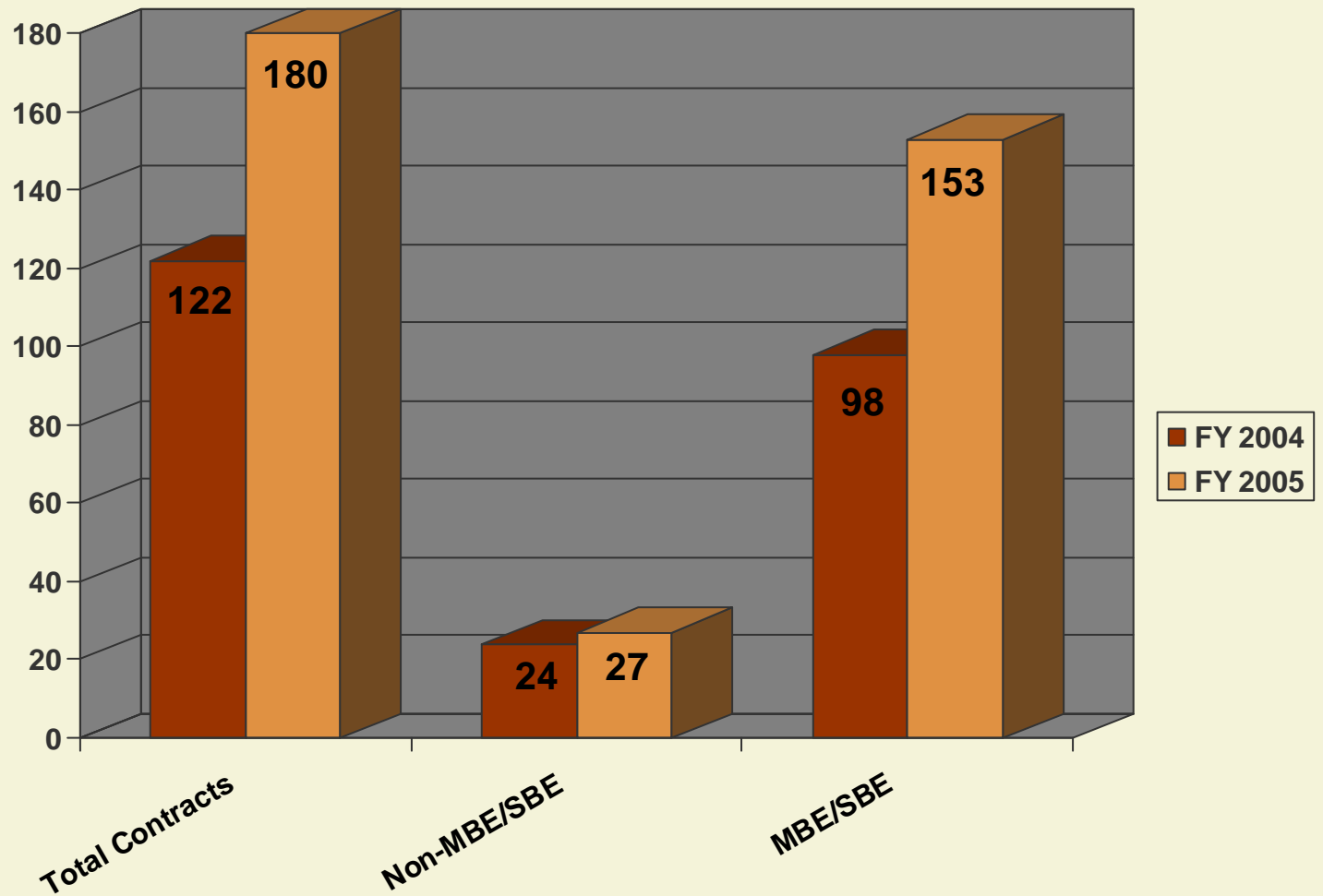
Items not Subject to Bid
(Ex: utilities, salaries, benefits,
copyrighted materials [texts],
insurance, rent, maintenance fees)
88%
\$900 million



Annual Reporting Results FY 2004 - FY2005

Contract Awards That Include MBE/SBE Participation

July 1, 2003 through June 30, 2005

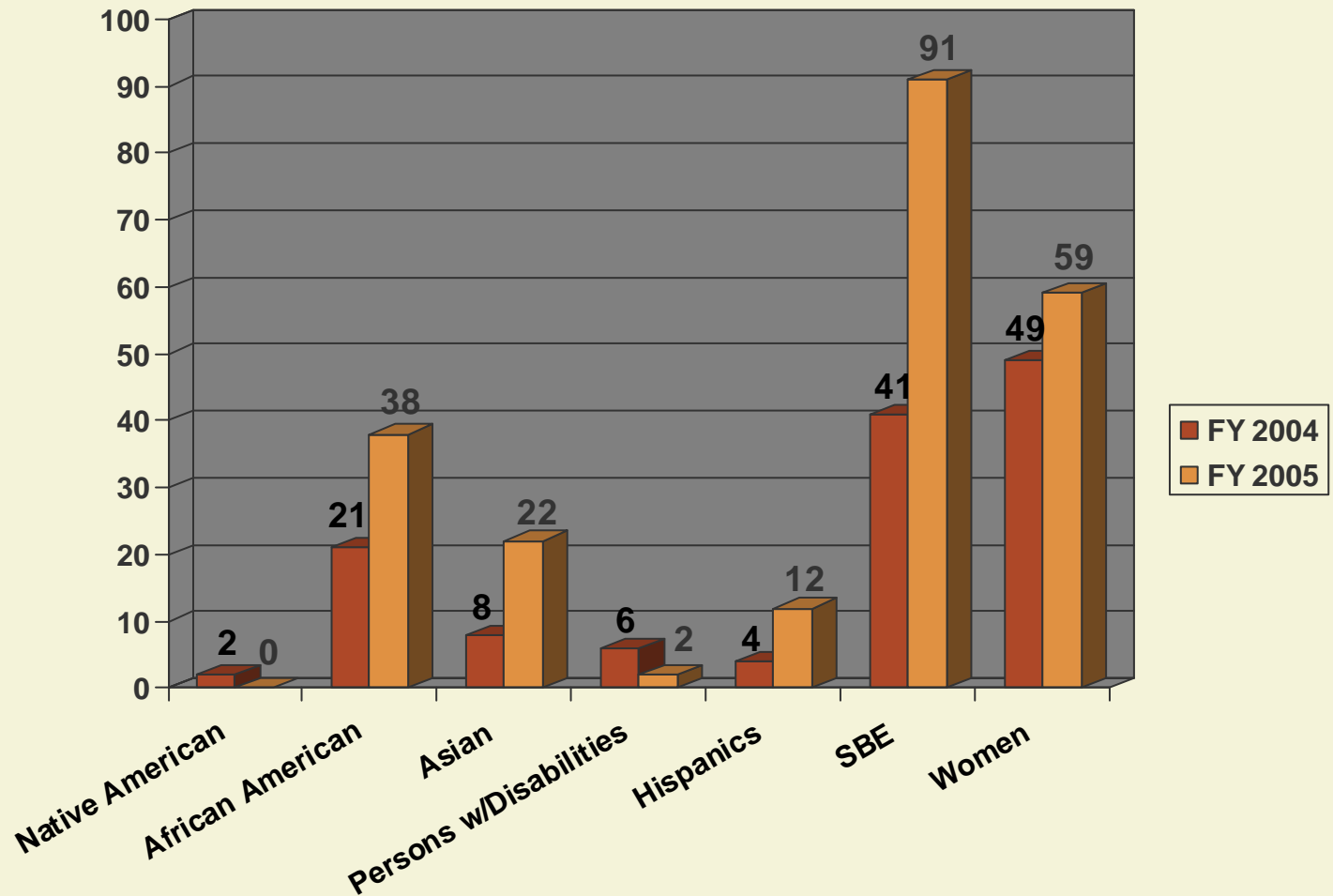




Annual Reporting Results FY 2004 - FY2005

Contract Awards That Include MBE/SBE Participation

July 1, 2003 through June 30, 2005



Annual Reporting Results FY2004

State Funded Contracts – Total \$19.8 million

MBE Participation for State Funded Construction Projects by Category

July 1, 2003 through June 30, 2004

Total State MBE Goal - 25%

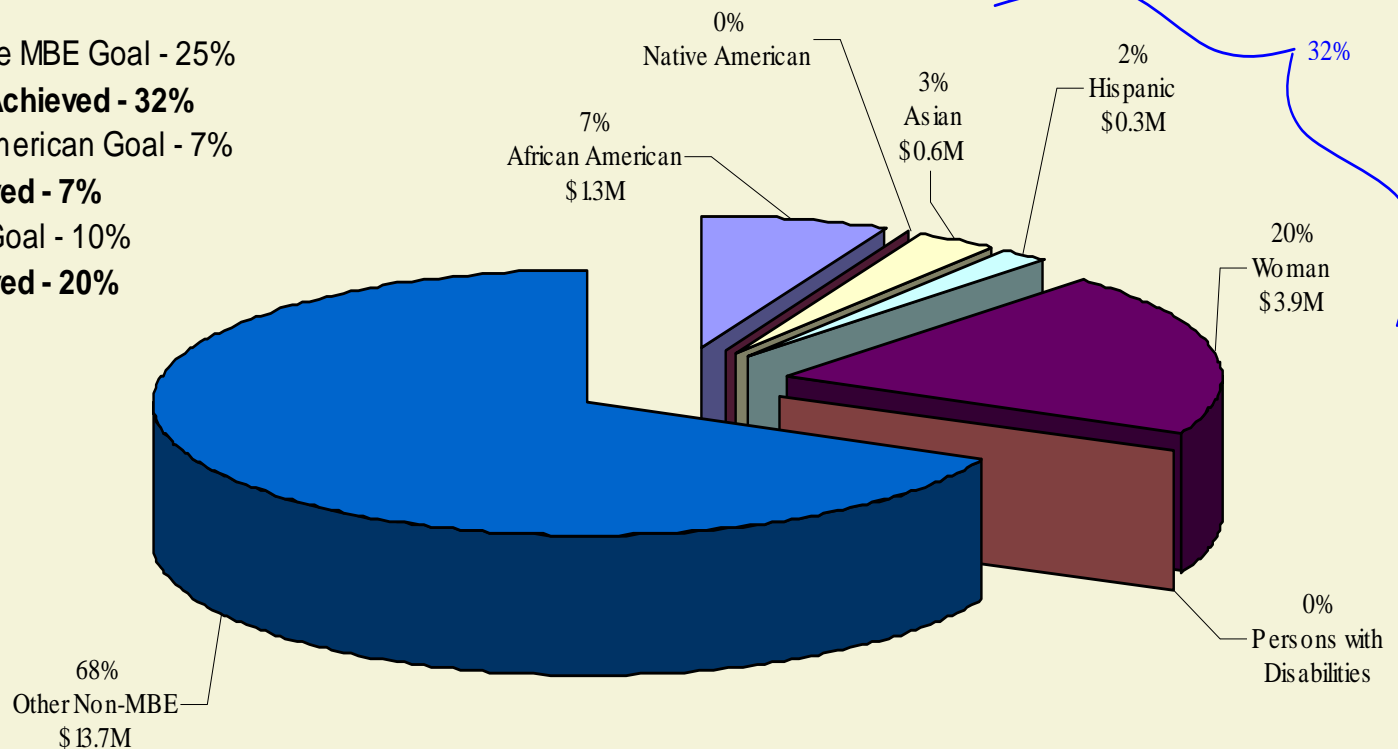
Total Achieved - 32%

African American Goal - 7%

Achieved - 7%

Woman Goal - 10%

Achieved - 20%

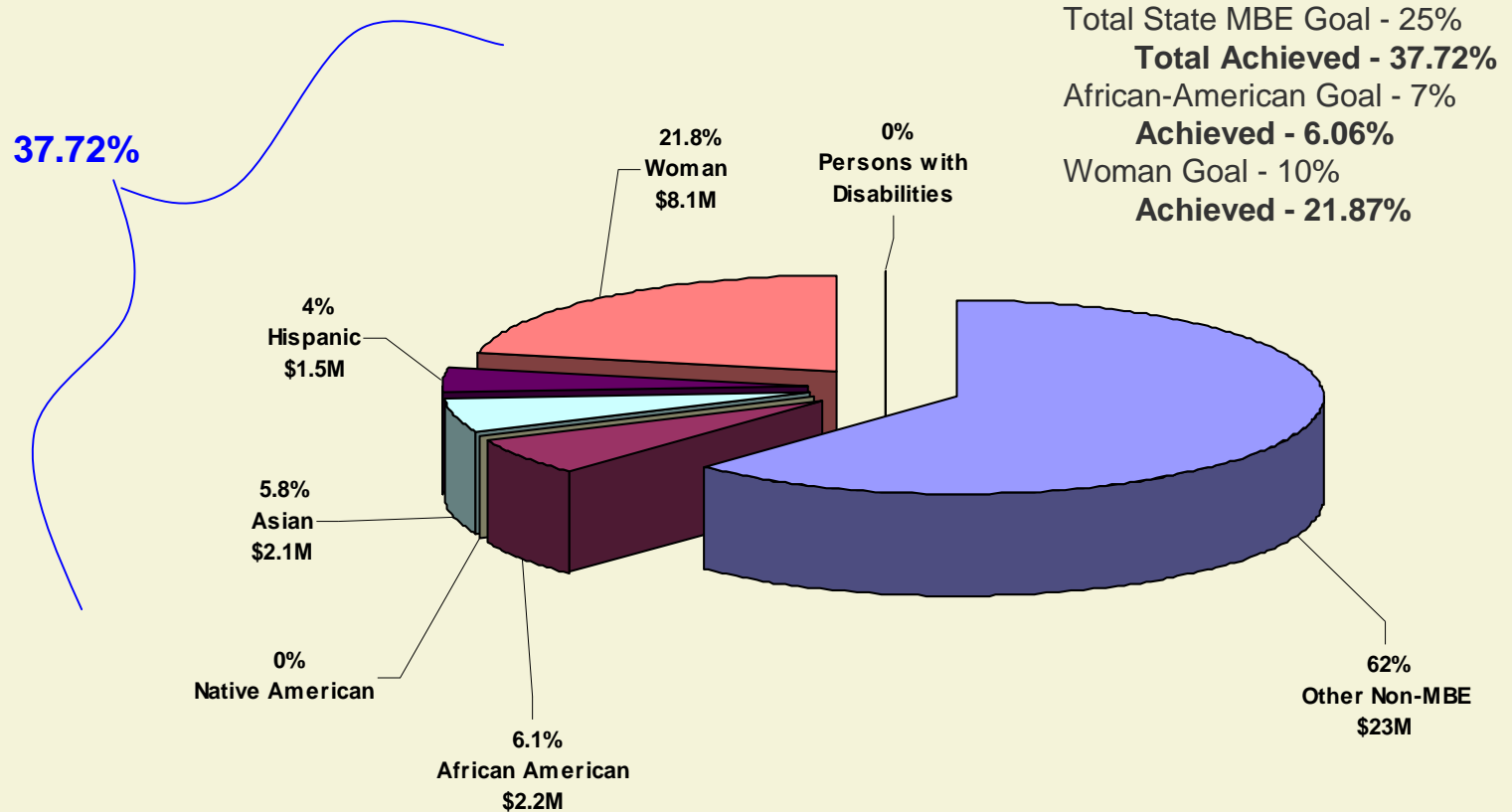


Annual Reporting Results FY2005

State Funded Contracts – Total \$36.9 million

MBE Participation for State Funded Construction Projects by Category

July 1, 2004 through June 30, 2005



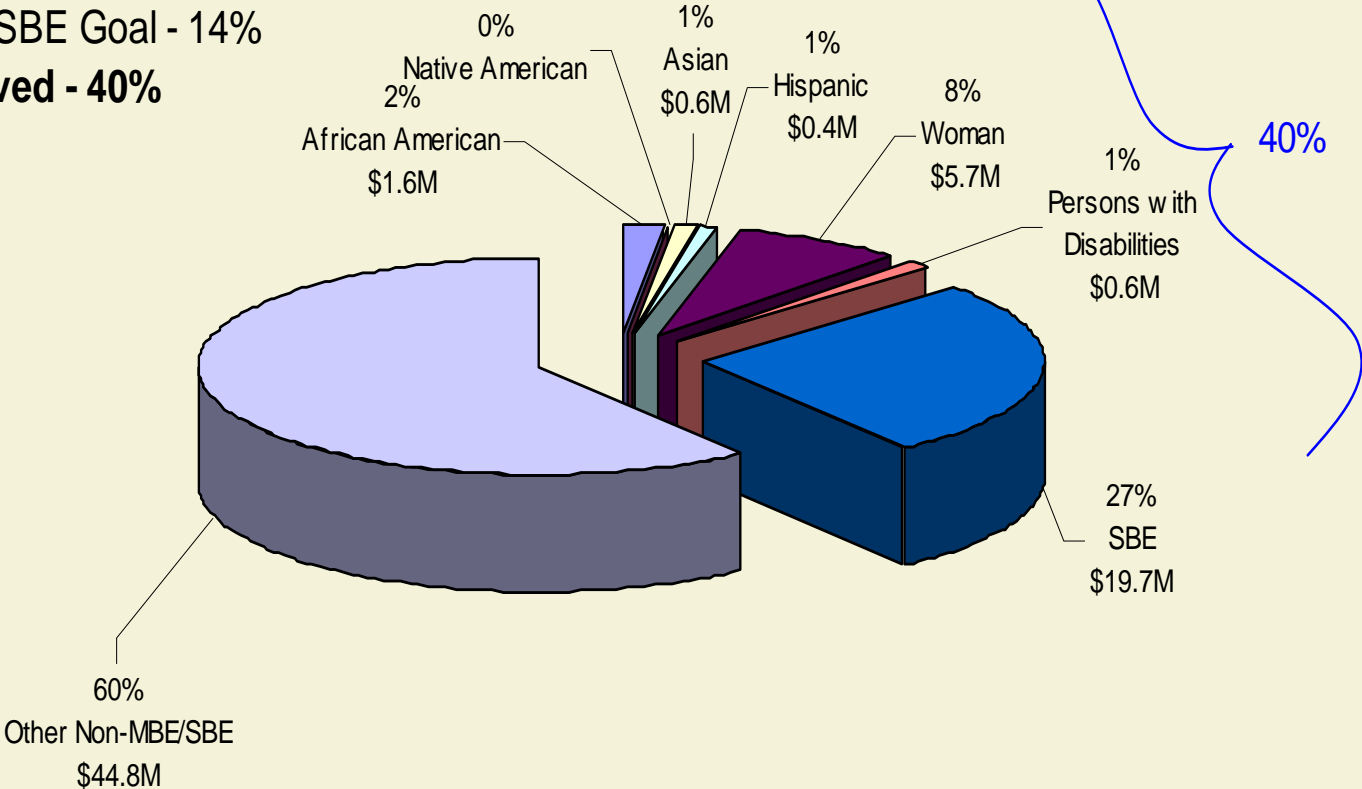
Annual Reporting Results FY2004

MBE and SBE Participation for all Contracts by Category

Total Contracts - \$73.4 million

July 1, 2003 through June 30, 2004

Board MBE/SBE Goal - 14%
Total Achieved - 40%

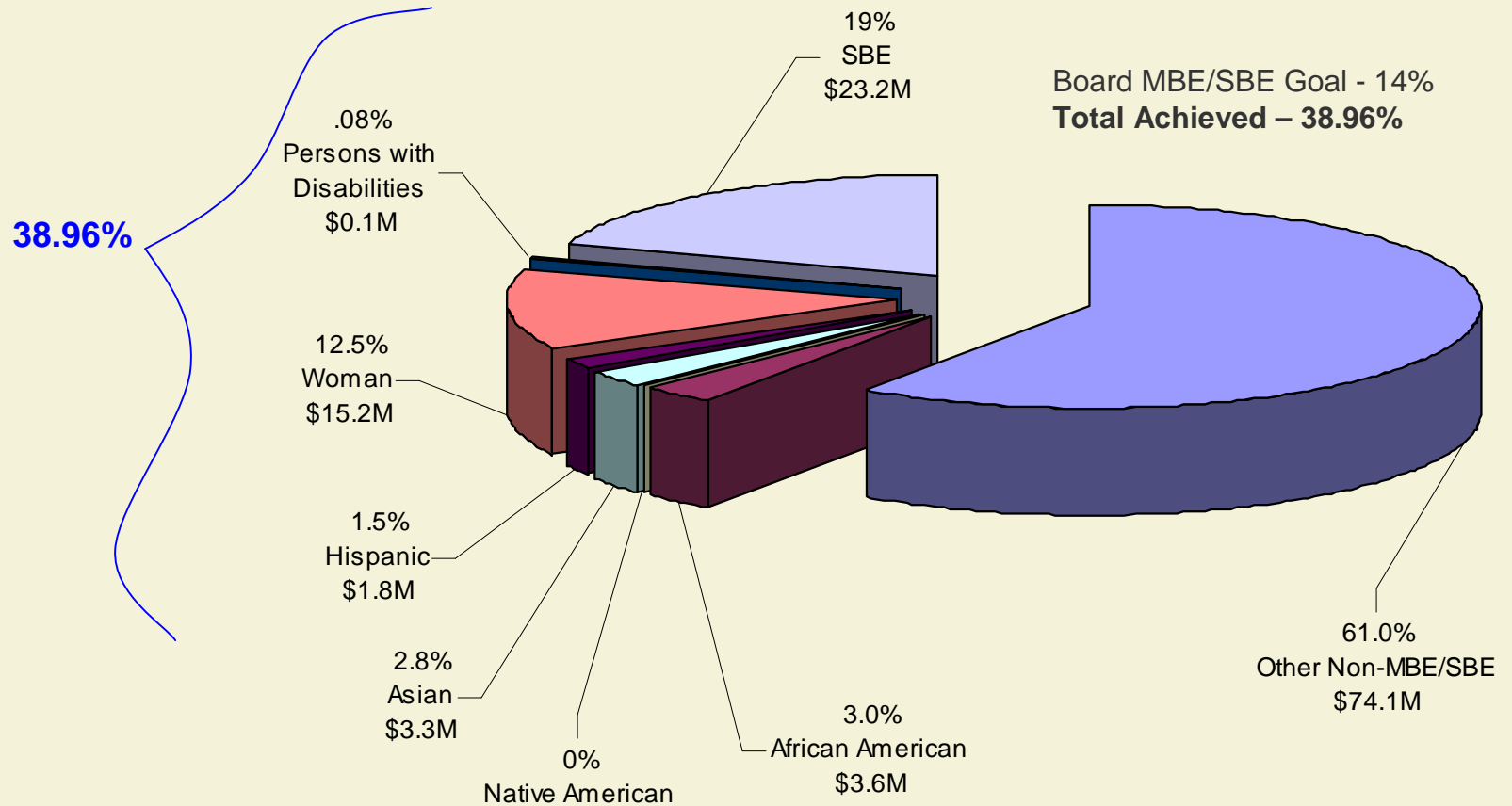


Annual Reporting Results FY2005

MBE and SBE Participation for all Contracts by Category

Total Contracts - \$121.3 million

July 1, 2004 through June 30, 2005





Reporting

- ④ Annual Report – MBE/SBE
- ④ Bi-Monthly Friday Letter – Minority and Small Business Enterprises Report – New Contracts



MBE Outreach Efforts

The MBE Officer for BCPS has:

- ④ Attended the 2005 Maryland Legislative Update seminar.
- ④ Attended a diversity seminar held by the Greater Baltimore Council.
- ④ Participated in One-on-One Matchmaking sessions during the annual conference of the MD/DC Minority Supplier Development Council.

Northeast Area Educational Advisory Council Meeting Minutes
November 3, 2005

Members in attendance: Walter Hayes, Ron Zimmerman, Anita Bass and Barbara Martin. Also in attendance was a sophomore from Eastern Tech who is hoping to become a student member.

Our advisory council met at Kenwood High. Special thanks to Anita Bass for coordinating this event. Board members Johnson & Janssen attended and we appreciate their commitment. Also in attendance was a Boy Scout who is a student at Kenwood working on his communications merit badge.

The school principal took us on a thorough tour of the site for the new 400 student addition to Kenwood and the Department Chair for technology displayed a number of plans highlighting the upcoming construction. They did not foresee any problems with the upcoming construction and did not think that 400 additional students would result in additional problems. They seem to have a thorough logistical plan in place to minimize disruption to the educational process.

Ron Zimmerman described Parkville Middle School's very nice Junior Honor Society Induction ceremony to honor ACADEMIC excellence.

Loch Raven High School also had a program to recognize ACADEMIC achievement. This is a great idea!

We had a surprise visit from representatives of the county executive and the education coalition. They were there together to enthusiastically and extensively state that the county executive was not trying to influence or control stakeholder groups from the top down.

Three members of the Kenwood High Booster Club described the deplorable conditions in Kenwood's locker rooms and bathrooms. Hopefully these dreadful situations can be addressed during the construction of the addition to Kenwood.

The principal and AP from Chapel Hill Elem. attended and said all was well at their school.

We didn't have enough time at our meeting to completely review The Board of Education Focus Areas 2005-2006; but we did mention how especially heartening was Performance Goal #4 which clearly expresses the board's intention to continue to acquire land for expansion, especially for a high school in the central/northeast area.

Respectfully submitted by,

Walter Hayes, Chair
Northeast Area Educational Advisory Council

CENTRAL AREA EDUCATIONAL ADVISORY COUNCIL

Baltimore County Public Schools
6901 North Charles Street
Baltimore, Maryland 21204
(410) 887-3172

To: Baltimore County Board Of Education**Date: October 20, 2005****From: Central Area Educational Advisory Council****RE: Pre-Budget Hearing Report**

The pre-budget hearing for the Central area was held on October 20, 2005 at Carver Center for Arts & Technology. We have prepared this report for your review and consideration. We have organized the report into the following three sections and attached an appendix that contains the written testimony of any speakers who provided such testimony:

- I. Introduction -States the purpose and highlights major issues of concern
- II. Information and Summarized Testimony -Statistical information about the hearings and excerpts from the testimony of individual speakers by school category or issue where appropriate.
- III. Summary and Recommendations

I. INTRODUCTION

A. Purpose—The Central Area community voiced their concerns about what they believe the priorities should be for the next operating budget for their school system. The pre-budget hearing serves as the primary opportunity for citizens to express their opinions directly about the budget. We urge the Board to give careful consideration to the testimony and recommendations in this report. Giving serious consideration to citizen input maintains the Board's connection to the community it serves and contributes to a high quality educational system for our children.

B. Issues-- We have listed the issues presented in no particular order, provided a rationale along with the Council's recommended action for that issue. We believe these items require the Board's immediate attention and should considered items for funding in the next operating budget.

1. **Equity among schools** – This was a common thread that ran through the comments. Smaller schools feel penalized for their size because it limits their funding and staffing. No extra sources of special revenue are available for most of these schools. Baseline staffing requirements for all schools should be reviewed. These positions are based on student population and smaller schools are disadvantaged. Kindergarten classes are still felt to be too large and because our smaller schools do not qualify for extra dollars to hire Instructional Assistants (IAs) like other schools, these students are penalized. This same argument of the inability to merge dollars to boost hiring affect the ability of the smaller elementary schools to secure at least a halftime technology position. Some elementary schools have a science-math resource teacher to assist with student achievement. All elementary schools should have this resource.

- ③ **Recommendation: Review elementary school baseline staffing requirements**
- ③ **Recommendation: All elementary schools should have a Science-Math Resource teacher**
- ③ **Recommendation: Consider making the technology position a half-time to full-time position for all elementary schools**
- ③ **Recommendation: Review the use of IAs in Kindergarten**

2. **Libraries-** Most BCPS media centers are not meeting the recommended MD State standards for adequate library staffing. In elementary schools of less than 800 students there should be one certified media specialist and one clerical/technical personnel. Any school with a student population between 800-1200 should have 1.5 certified media specialist and 1.5 clerical/technical personnel. Over 1200 students it should be 2 certified media specialists and 2 clerical personnel. Second, our all our elementary libraries need to have any old Macintosh computers replaced with Dell computers. BCPS automated library system is not running efficiently on the outdated equipment and is at risk of losing this data due to a system failure. New equipment would allow the automated system to be upgraded to a web-based platform

- ③ **Recommendation: Review library staffing at each school and bring up to recommended Maryland standards.**
- ③ **Recommendation: Replace outdated Macintosh computers in all elementary schools media centers with Dell computers.**

3. **Program staffing and funding** – Continuation of magnet programs, science/math resource teachers, IT personnel, gifted & talented resource teachers in elementary schools, AVID, and other programs are dependent upon providing both the staffing and funding. These resources are needed to continue to offer a quality education in Baltimore County and to meet the needs of all the children. This issue continues to be a concern of our community. The dollars spent in these areas may well be offset by minimizing the need for remediation.

- ③ **Recommendation: Review staffing and funding for magnet school programs**
- ③ **Recommendation: Review resource personnel available to elementary schools to see that needs are adequately being met.**
- ③ **Continue to fund programs such as AVID**

4. **Compensation/Benefits for Teachers** - In order to attract and retain quality staff, not only do we need to be competitive with our salaries, but we also need to have a competitive benefits package. This includes the teachers' retirement plan. Currently, Maryland's retirement plan for teachers ranks 49th. We need to help see that their retirement plan is improved. We are in fierce competition for hiring and keeping the brightest and best for our children not only within Maryland but outside of MD as well. It is essential that both salaries and benefits keep pace if Baltimore County Public Schools are to remain a quality system.

- ③ **Recommendation: Help to work towards improving the retirement plan for BCPS teachers**

5. **Career and Technology Education** – The number of students participating in the Career and Technology programs has grown. Funding has remained static. Funds need to be preserved at current level at the very minimum to maintain program.

- ③ **Recommendation: Fully fund the requested 2006-2007 Career and Technology Education budget in order to maintain the quality of the CTE programs.**

6. **Technology Needs** – Many comments from our speakers were about various technology needs. These included updating to new Dells, Sound Enhancement System, and upgrading the IT position in elementary schools. The Sound Enhancement System amplifies a teacher's voice and evenly distributes it around the room. Studies have shown that even children with normal hearing can miss up to one third of what a teacher is saying in a regular classroom. Studies have shown that these systems increase test scores of all students by 10-15% and results in a

decline in Special Education costs.

- ③ **Recommendation: Review the technology needs of all schools to create a prioritized list of needs and begin funding**
- ③ **Recommendation: Review the benefits and costs of the Sound Enhancement System for viability of use in BCPS**

7. **Funding** – The parents and community request that *ALL* of the dollars needed be requested in the budget. Our children needs are not driven by politics and funding, to the contrary, their needs are what should drive politics and funding.

- ③ **Recommendation: Request the funds needed to maintain BCPS as a quality school system and serve our students well by maintaining high quality staff, facilities and supplies.**

We commend the Board for their continuing support of the Advisory Councils and for their commitment to an open, inclusive budgetary process. As always, we thank you for your time and effort on behalf of all the students in the Baltimore County Public Schools.

cc: Dr. Joe Hairston, Superintendent
Dr. Christine Johns, Deputy Superintendent of Curriculum and Instruction
Dr. Robert Haines, Deputy Superintendent of Business Services
Rita Fromm, Chief of Staff
Dr. Kim Whitehead, Central Area Executive Director
Barbara Burnopp, Executive Director of Fiscal Services
Executive Director of Physical Facilities
Vicki Schultz-Unger, Coordinator of Area Educational Advisory Councils
Jim Smith, Baltimore County Executive
T. Bryan McIntire, Third District County Councilman
Vincent J. Gardina, Fifth District County Councilman
Joe Bartenfelder, Sixth District County Councilman
Kevin Kamenetz, Second District County Councilman
Kenneth Oliver, Fourth District County Councilman
Samuel Moxley, First District County Councilman
John Olszewski, Sr., Seventh District County Councilman

II. INFORMATION AND SUMMARIZED TESTIMONY

A. Statistical Information

Central Area Educational Advisory Members Attending:	5
Total Number Attending:	57
Number of Speakers:	17
Number Submitting Written Testimony Only:	2
Number of Schools Represented:	11
Number of Special Groups Represented:	4

B. Middle Schools

1. Loch Raven Academy

- ☞ Magnet schools need to be fully funded; Loch Raven has lost both the health and dance magnet programs
- ☞ Review all programs at Magnet schools to make sure they have tools and staffing needed to excel

C. Elementary Schools

1. Carroll Manor Elementary School

- ☞ Adequate staffing for media/libraries; Do not meet MD state standards for adequate library staffing
- ☞ Need to update all library computer equipment to Dell computers

2. Jacksonville Elementary School

- ☞ Increase funding to Instructional Technology positions so that every elementary school can increase number of days of help
- ☞ Currently much of the IT position's time is spent on maintenance not curriculum
- ☞ Adequate staffing for media/libraries; Do not meet MD state standards for adequate library staffing
- ☞ Need to update all library computer equipment to Dell computers

3. Pleasant Plains Elementary

- ☞ Equity issue – some schools have dollars to fund extra positions
- ☞ Kindergarten needs teacher aides
- ☞ Class sizes too large

4. Pretty Boy Elementary School

- ☞ Adequate staffing for media/libraries; Do not meet MD state standards for adequate library staffing
- ☞ Need to update all library computer equipment to Dell computers

5. Seventh District Elementary School

- ☞ Adequate staffing for media/libraries; Do not meet MD state standards for adequate library staffing
- ☞ Need to update all library computer equipment to Dell computers Increase teacher salaries to hire and retain highly qualified teachers

6. Stoneleigh Elementary School

- ☞ Sound Enhancement System should be placed in all ES classrooms
- ☞ Would assist all students with learning and raise test scores

7. Timonium Elementary School

- ☞ Increase funding to new Instructional Technology positions so that every elementary school has at least a ½ time position
- ☞ Equity issue- smaller schools can't combine funds as well to optimize use
- ☞ All schools need STEM teacher

D. Area Education Advisory Councils

- ☞ Adequate funding for curriculum – especially for core subjects
- ☞ Need another alternative school
- ☞ Continue to support Career & Technology programs
- ☞ Continue implementation of AVID program in all high schools
- ☞ Support librarians request
- ☞ Support Sound Enhancement System request

E. Baltimore Education Coalition

- ☞ Increase teacher salaries to hire and retain highly qualified teachers and staff
- ☞ Improve pension benefits needed
- ☞ Adequate funding for curriculum – especially for core subjects
- ☞ Need another alternative school
- ☞ Continue to support Career & Technology programs
- ☞ Continue implementation of AVID program in all high schools
- ☞ Support librarians request
- ☞ Support Sound Enhancement System request
- ☞ Support Bridge Center
- ☞ Continue support of Catalyst program

III. SUMMARY AND RECOMMENDATIONS

With the submission of this report and attached testimony, the Central Area Educational Advisory Council strives to fulfill its mission. We have provided community input to the Board of Education as requested with the expectation that the community's concerns will be heard. In our advisory capacity, we urge the Board of Education to do the following as it formulates the operating budget for next year:

- **Review elementary school baseline staffing requirements**
- **All elementary schools should have a Science-Math Resource teacher**
- **Consider making the technology position a half-time to full-time position for all elementary schools**
- **Review the use of IAs in Kindergarten**
- **Review library staffing at each school and bring up to recommended Maryland standards.**
- **Replace outdated Macintosh computers in all elementary schools media centers with Dell computers.**
- **Review staffing and funding for magnet school programs**
- **Review resource personnel available to elementary schools to see that needs are adequately being met.**
- **Continue to fund programs such as AVID**
- **Help to work towards improving the retirement plan for BCPS teachers**
- **Review the benefits and costs of the Sound Enhancement System for viability of use**

in BCPS

- **Fully fund the requested 2006-2007 Career and Technology Education budget in order to maintain the quality of the CTE programs.**
- **Review the technology needs of all schools to create a prioritized list of needs and begin funding**
- **Request the funds needed to maintain BCPS as a quality school system and serve out students well by maintaining high quality staff, facilities and supplies.**