MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, September 18, 2007
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 September 18, 2007

IV. SELECTION OF SPEAKERS

V. ADVISORY AND STAKEHOLDER GROUPS

VI. SUPERINTENDENT’S REPORT

VII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS FROM SEPTEMBER 5, 2007 (Dr. Peccia)

VIII. OLD BUSINESS
A. Consideration of the following Board of Education Policies:
   • INTENTIONALLY LEFT BLANK
   • Proposed Changes to Policy 7120 – NEW CONSTRUCTION: Planning-Patterns of Participation (third reading) (Mr. Sines) Exhibit B
   • Proposed Deletion of Policy 7450 – NEW CONSTRUCTION: Constructing-Supervision of Work in Progress (third reading) (Mr. Sines) Exhibit C

IX. REPORTS
A. Report on Proposed FY09 State/County Capital Budget Request (Ms. Burnopp) Exhibit D
B. Report on Proposed Concession Stand at Sparrows Point High School (first reading) (Ms. Satterfield) Exhibit E

X. NEW BUSINESS
A. Consideration of consent to the following personnel matters:

1. Retirements
2. Resignations
3. Leaves of Absence
4. Administrative Appointments
5. Advisory Council Appointment

B. Consideration of consent to the following contract awards:

1. Contract Modification: Special Education Therapy Services
2. Contract Modification and Extension: Lamps and Bulbs
3. Contract Modification and Extension: Lease Renewal for Meadowood Education Center
4. Business Services Platform
5. Early Intervention Services
6. Memorandum of Understanding between Connections Academy and Baltimore County Public Schools
7. Contract Modification: Window Replacement – Bear Creek Elementary School
8. Contract Modification: Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Catonsville Middle School
13. Off Hour Corridor Separations – Various Elementary Schools

C. Consideration of Hearing Officer’s Opinion in Case #07-03 and #07-29

XI. INFORMATION
A. Board of Education Focus Areas for 2007-2008

B. Revised Superintendent’s Rule 3125 – NON-INSTRUCTIONAL SERVICES: Fiscal Services: Accounting and Cash Management-School Activity Funds


D. New Superintendent’s Rule 5510 – STUDENTS: Conduct-Positive Behavior

E. Revised Superintendent’s Rule 7120 – NEW CONSTRUCTION: Planning-Patterns of Participation

F. Deletion of Superintendent’s Rule 7450 – NEW CONSTRUCTION: Constructing-Supervision of Work in Progress

XII. ANNOUNCEMENTS

A. General Public Comment

Next Board Meeting Tuesday, October 2, 2007
7:30 PM Greenwood
Date: September 18, 2007

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: PROPOSED CHANGES OF BOARD OF EDUCATION POLICY 7120 NEW CONSTRUCTION: PLANNING

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michael Sines, Executive Director, Physical Facilities

RECOMMENDATION

That the Board of Education considers the changes to Policy 7120. This is the third reading of this policy.

Attachment I – Policy Analysis
Attachment II – Proposed Policy 7120
Statement of Issues Addressed by the Proposed Policy Revision

Text has been modified to reflect current practices.

Cost Analysis

There will be no fiscal impact on the system as a result of the proposed revisions.

Relationship to Other Board of Education Policies

Revisions will not affect any other Board policy.

Legal Requirement

Revisions are not mandated by legal requirement.

Similar Policies Adopted by Other School Systems

Montgomery County Public Schools has a similar policy for school planning process. No other comparable policies were found.

Draft of Proposed Policy

See attached.

Other Alternatives Considered by Staff

No other alternative was considered.
NEW CONSTRUCTION: Planning

Patterns of Participation

The Superintendent [of Schools] shall establish administrative procedures [for the purpose of utilizing to the fullest extent all available resources in an effort to enrich and improve all aspects of the planning phase of new school construction] TO DIRECT COMPREHENSIVE PLANNING FOR NEW CONSTRUCTION PROJECTS.
Baltimore County Public Schools

Date: September 18, 2007

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: PROPOSED DELETION OF BOARD OF EDUCATION POLICY
7450 – NEW CONSTRUCTION: CONSTRUCTING

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michael Sines, Executive Director, Physical Facilities

RECOMMENDATION

That the Board of Education considers the deletion of Policy 7450. This is the third reading of this policy.

Attachment I – Policy Analysis
Attachment II – Proposed Policy 7450
Statement of Issues Addressed by the Proposed Policy Revision

Policy and Rule 7450 are being recommended for deletion. The information contained in these documents is already included in construction documents and, therefore, redundant.

Cost Analysis

There will be no new fiscal impact on the system as a result of the proposed deletion.

Relationship to Other Board of Education Policies

Deletion will not affect any other Board policy.

Legal Requirement

Deletion does not affect legal requirements.

Similar Policies Adopted by Other School Systems

Policies for Montgomery County, Prince Georges County, Garrett County, Harford County, and Baltimore City Public Schools were reviewed and none have similar policies.

Draft of Proposed Policy

See attached.

Other Alternatives Considered by Staff

N/A
NEW CONSTRUCTION: Constructing

Supervision of Work in Progress

The Superintendent of Schools shall establish such administrative procedures as are required in the area of supervision to protect the interest of the Board of Education in the satisfactory completion of a new school project.
Baltimore County Public Schools

Date: September 18, 2007

To: Board of Education

From: Dr. Joe A. Hairston, Superintendent

Subject: Proposed FY 2009 State Capital Budget Request

Originator: J. Robert Haines, Esq., Deputy Superintendent

Resource Person(s): Barbara Burnopp, Chief Financial Officer
Kevin Grabill, Fiscal Analyst, Office of Budget and Reporting

Recommendation

That the Board of Education reviews the superintendent’s proposed FY 2009 state capital budget recommendations in preparation for the work session on September 19, 2007, and for Board action on October 2, 2007. Ultimately, state-funded projects will require that county matching funds be verified before final state adoption in May.

* * * * * * * * * * * * * * * * * * * * * * * * * *

Attachment I – Proposed FY 2009 State Capital Budget Request by Priority Order
## Baltimore County Public Schools
### Proposed FY 2009 State Capital Budget Request by Priority Order
#### September 18, 2007

<table>
<thead>
<tr>
<th>Order</th>
<th>School</th>
<th>Project</th>
<th>State Planning Approval Granted</th>
<th>Previous State Funding</th>
<th>State Funding to be Requested</th>
<th>Cumulative Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Old Court MS - Planning</td>
<td>Renovation, Roof, Gym Ren.</td>
<td>No</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>2</td>
<td>Old Court MS</td>
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<td>3</td>
<td>Sandalwood ES</td>
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<td>815,000</td>
<td>9,345,000</td>
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<tr>
<td>4</td>
<td>Catonsville HS</td>
<td>Boiler Replacement</td>
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<td>0</td>
<td>250,000</td>
<td>9,595,000</td>
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<tr>
<td>5</td>
<td>Joppa View ES</td>
<td>Roof Replacement</td>
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<td>6</td>
<td>Ridgley MS</td>
<td>Roof Replacement</td>
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<td>7</td>
<td>Riderwood ES</td>
<td>Window Replacement</td>
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<td>600,000</td>
<td>11,858,000</td>
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<td>8</td>
<td>Cockeysville MS - Planning</td>
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<td>0</td>
<td>0</td>
<td>11,858,000</td>
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<td>9</td>
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<td>Renovation, Roof &amp; Windows</td>
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<td>0</td>
<td>7,026,000</td>
<td>18,884,000</td>
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<td>10</td>
<td>Loch Raven HS</td>
<td>HVAC</td>
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<td>0</td>
<td>1,925,000</td>
<td>20,809,000</td>
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<tr>
<td>11</td>
<td>Chesapeake HS</td>
<td>Boiler Replacement</td>
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<td>300,000</td>
<td>21,109,000</td>
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<td>12</td>
<td>Arbutus ES</td>
<td>Roof Replacement</td>
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<td>Western Tech HS</td>
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<td>14</td>
<td>Chadwick ES</td>
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<td>15</td>
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<td>16</td>
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<td>18</td>
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<td>29,590,000</td>
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<td>21</td>
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<td>Chesapeake HS</td>
<td>Air Handling System</td>
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<td>23</td>
<td>Red House Run ES</td>
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<td>32,009,000</td>
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<td>Woodbridge ES</td>
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<td>517,000</td>
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<td>25</td>
<td>Perry Hall MS</td>
<td>Roof Replacement</td>
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<td>0</td>
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<td>34,376,000</td>
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<td>26</td>
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<td>Roof Replacement</td>
<td>NA</td>
<td>0</td>
<td>1,306,000</td>
<td>35,682,000</td>
</tr>
</tbody>
</table>
## Baltimore County Public Schools

**Proposed FY 2009 State Capital Budget Request by Priority Order**

**September 18, 2007**

<table>
<thead>
<tr>
<th>Priority Order</th>
<th>School</th>
<th>Project Description</th>
<th>State Planning Approval Granted</th>
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<th>State Funding to be Requested</th>
<th>Cumulative Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>27</td>
<td>Catonsville MS - Planning</td>
<td>New Addition</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>35,682,000</td>
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<tr>
<td>28</td>
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<td>29</td>
<td>Sandy Plains ES</td>
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<td>38,392,000</td>
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<tr>
<td>30</td>
<td>Dogwood ES - Planning</td>
<td>New Addition</td>
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<td>0</td>
<td>38,392,000</td>
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<tr>
<td>31</td>
<td>Cedarmere ES - Planning</td>
<td>New Addition</td>
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<td>0</td>
<td>38,392,000</td>
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<tr>
<td>32</td>
<td>Loch Raven HS - Planning</td>
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<td>0</td>
<td>0</td>
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<td>33</td>
<td>Mays Chapel Special Education - Plan.</td>
<td>New Construction</td>
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<td>0</td>
<td>0</td>
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<td>34</td>
<td>Hillcrest ES - Planning</td>
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<td>0</td>
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<tr>
<td>35</td>
<td>Hillcrest ES</td>
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<tr>
<td>36</td>
<td>Carver Center - Planning</td>
<td>Renovation, New Auditorium</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>40,452,000</td>
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<td>37</td>
<td>Carver Center</td>
<td>Renovation, New Auditorium</td>
<td>No</td>
<td>0</td>
<td>26,000,000</td>
<td>66,452,000</td>
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<tr>
<td>38</td>
<td>Catonsville HS - Planning</td>
<td>Renovation</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>66,452,000</td>
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<tr>
<td>39</td>
<td>Catonsville HS</td>
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<td>92,452,000</td>
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<tr>
<td>40</td>
<td>Milford Mill Academy - Planning</td>
<td>Renovation</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>92,452,000</td>
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<tr>
<td>41</td>
<td>Woodlawn HS - Planning</td>
<td>Auditorium &amp; Gym. Renovation</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>92,452,000</td>
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<tr>
<td>42</td>
<td>Woodlawn HS</td>
<td>Auditorium &amp; Gym. Renovation</td>
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<td>1,675,000</td>
<td>94,127,000</td>
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<tr>
<td>43</td>
<td>Sollers Point Technical HS</td>
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<td>0</td>
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<td>44</td>
<td>Hereford HS</td>
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<tr>
<td>45</td>
<td>Kenwood HS</td>
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<td>46</td>
<td>Parkville HS</td>
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<tr>
<td>47</td>
<td>Dundalk HS</td>
<td>Renovation - Planning</td>
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<td>0</td>
<td>0</td>
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<tr>
<td>48</td>
<td>Franklin HS</td>
<td>Renovation - Planning</td>
<td>No</td>
<td>0</td>
<td>0</td>
<td>94,127,000</td>
</tr>
</tbody>
</table>

**Totals:**

$4,307,000  $94,127,000
DATE: September 18, 2007

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: PROPOSED CONCESSION STAND AT SPARROWS POINT HIGH SCHOOL

ORIGINATOR: Jean E. Satterfield, Assistant Superintendent, Southeast Area

RESOURCE PERSON(S): Rob Santacroce, Principal, Sparrows Point High School

RECOMMENDATION

That the Board of Education approves a Concession Stand to be built at Sparrows Point High School. This is the first reading.

In accordance with Superintendent’s Rule #7330, Sparrows Point High School is proposing the installation of a Concession Stand be approved. This Concession Stand is being constructed with a private donation from Gail Parr, in memory of her son. The installation will be done by Free-State General Contractors, Inc.

The engineering firm, Bafitis & Associates, Inc., which is an approved BCPS vendor, presented a proposal for the installation of a Concession Stand and followed the procedure set forth in Superintendent’s Rule #7330.

Students, as well as the total school community, will enjoy the Concession Stand while attending games at Sparrows Point High School.

*****
## RETIREMENTS

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>SCHOOL/OFFICE</th>
<th>YRS. OF SERVICE</th>
<th>EFFECTIVE DATE</th>
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<tbody>
<tr>
<td>Riselle Abrams</td>
<td>Teacher</td>
<td>Timber Grove Elementary</td>
<td>31.0</td>
<td>07/01/07</td>
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<tr>
<td>Sandra Haas</td>
<td>Fiscal Assistant</td>
<td>Loch Raven High</td>
<td>30.1</td>
<td>10/01/07</td>
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<tr>
<td>Sandra McGuire</td>
<td>Behavior Interventionist</td>
<td>Perry Hall Middle</td>
<td>31.0</td>
<td>07/01/07</td>
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<tr>
<td>Margaret Walchli</td>
<td>Secretary</td>
<td>Parkville High</td>
<td>25.0</td>
<td>10/01/07</td>
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<tr>
<td>Bonnie Watkins</td>
<td>Psychologist</td>
<td>SW Student Support Svs</td>
<td>15.0</td>
<td>09/01/07</td>
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</table>

As of 8/28/2007
Baltimore County Public Schools
Towson, Maryland 21204

September 18, 2007

Resignations

Elementary – 11

Berkshire Elementary School
Steven Hoehn, 06/30/07, 3.0 yrs.
Special Education - Inclusion

Cromwell Valley Elementary Magnet
Daniel J. Peck, 8/24/07, 8.0 yrs.
Grade 4

Essex Elementary School
Gregory J. Janos, 06/30/07, 2.0 yrs.
Physical Education

Grange Elementary School
Lenore M. D’Adamo, 06/30/07, 3.0 yrs.
Resource Teacher

Hawthorne Elementary School
Sharon M. Rainville, 06/30/07, 18.0 yrs.
Mentor

Hernwood Elementary School
Suzanne E. Silverman, 06/30/07, 1.0 yr.
Speech/Language Pathologist

Mars Estates Elementary School
Donna P. Fellerman, 08/31/07, 1.0 yr.
Elementary/Special School Nurse

New Town Elementary School
Nissa J. Weinberg, 06/30/07, 3.0 yrs.
Grade 2

Norwood Elementary School
Heidi L. Cross, 06/30/07, 7.0 yrs.
Grade 2

Rodgers Forge Elementary School
Meredith Y. Ormsby, 08/31/07, 3.6 yrs.
Occupational Therapist

Secondary – 19

Woodmoor Elementary School
Maurice D. Bryson, 08/23/07, 3.0 yrs.
Grade 5

Arbutus Middle School
Elizabeth C. Standish, 06/30/07, 3.0 yrs.
Special Education – Self-Contained

Deep Creek Middle School
David P. Sloan, 06/30/07, 2.0 yrs.
Social Studies

Deer Park Middle Magnet School
Pamela A. Miller, 06/30/07, 5.6 yrs.
English

Holabird Middle School
John C. Chain, 06/30/07, 7.0 yrs.
Reading

Lansdowne High School
Jerry L. Burgess, 06/30/07, 7.0 yrs.
Science

Middle River Middle School
Lori McDearmon, 06/30/07, 5.0 yrs.
Art

Overlea High School
Bridget A. Foy, 06/30/07, 6.0 yrs.
Social Studies

Parkville High School
Anne P. Casale, 06/30/07, 11.0 yrs.
Guidance

Patapsco High School
Robert S. Cook, 06/30/07, 1.0 yr.
RESIGNATIONS

Math
Calvin E. Green, 06/30/07, 2.9 yrs.
Business Education

Alexander S. Rai, 06/30/07, 3.0 yrs.
Social Studies

Perry Hall Middle School
Andrew Hicks, 06/30/07, 1.6 yrs.
Social Studies

Perry Hall High School
Warren S. Bailey, 06/30/07, 1.0 yr.
English

Robert L. Dibiase, 06/30/07, 1.0 yr.
Spanish

Southwest Academy
Robert J. Simpson, 06/30/07, 1.0 yr.
Social Studies

Western School of Technology

SEPARATIONS FROM LEAVE – 2

Jessica W. Rhoten, granted Child Rearing Leave, 07/22/03-06/30/07, resigning 07/01/07, 11.0 yrs.

Jane L. Winkler, granted Child Rearing Leave, 09/26/05-06/30/07, resigning 07/01/07, 13.0 yrs.
Baltimore County Public Schools
Towson, Maryland 21204

September 18, 2007

Leaves

Child Rearing Leaves

Rebekah Carney-Morey – (Special Education) General John Stricker Middle School
Effective September 30, 2007, through June 30, 2009

Military Leave

Steven Shatzer – (Social Studies) Perry Hall Middle School
Effective September 10, 2007, through June 30, 2008

Unusual or Imperative Leave

Vuanya Cyrus – (Social Studies) Perry Hall High School
Effective August 20, 2007, through June 30, 2008

Deana Charon Jacobs – (Elementary) Formerly Hernwood Elementary School
Effective August 20, 2007, through June 30, 2008
### BALTIMORE COUNTY PUBLIC SCHOOLS

#### Recommended Appointments

September 18, 2007

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
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<tbody>
<tr>
<td><strong>MARIA A. ANTOINE</strong></td>
<td>Resource Teacher</td>
<td>Specialist</td>
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<td>(Effective September 19, 2007)</td>
<td>Office of Math</td>
<td>Secondary Math</td>
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<tr>
<td></td>
<td>Department of STEM</td>
<td>Department of STEM</td>
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<tr>
<td></td>
<td>(Replacing Fran Pittelli, deceased)</td>
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<tr>
<td><strong>MERRIL E. PLAIT</strong></td>
<td>Chief Environmental</td>
<td>Head of Engineering</td>
</tr>
<tr>
<td>(Effective September 19, 2007)</td>
<td>Engineering/Parks</td>
<td>Department of Physical</td>
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<td>Department of Public Works</td>
<td>Facilities</td>
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<td>Anne Arundel County</td>
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</tbody>
</table>
Baltimore County Public Schools

Date: September 18, 2007

To: Board of Education

From: Dr. Joe A. Hairston, Superintendent

Subject: New Student Advisory Council Member – Northeast Advisory Council

Originator: Robert Tomback, Assistant Superintendent, Northeast Area

Resource person(s):

Recommendation

That Mr. Daniel Breidenbaugh be appointed as a student member to the Northeast Area Education Advisory Council.

****
DATE: September 18, 2007

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

RE: RECOMMENDATIONS FOR AWARD OF CONTRACTS

ORIGINATOR: J. Robert Haines, Esq., Deputy Superintendent

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.

RLG/caj

Appendix I – Recommendations for Award of Contracts – Board Exhibit
Recommendations for Award of Contracts
Board Exhibit – September 18, 2007

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

1. **Contract Modification:** Special Education Therapy Services  
   **Contract #:** PCR-279-05

   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** 5/23/10

   **Estimated annual award value:** N/A  
   **Estimated total award value:** N/A

**Description:**

This contract modification is to add four providers to this contract. The initial contract for $7.5 million over five years was approved by the Board in May 2005 for providers of speech, occupational and physical therapies, audiology, and education of the deaf/hard-of-hearing using sign language to students ranging in age from birth to 21. Services are provided in a variety of locations in the county.

Speech therapists provide screening, assessment, and treatment for direct and collaborative programming services to move toward an inclusive classroom model. Speech therapists also develop individual education plans (IEP), develop individual family service plans (IFSP) for infants and toddlers, and participate in admission, review, and dismissal (ARD) teams.

Physical and occupational therapists provide treatment and annual skill updating evaluation, assist in developing IEPs and IFSPs, and participate in ARD teams when appropriate.

**Recommendation:**

Award of contract modification is recommended to:

- Frankly Communicating, Inc.  
  Westminster, MD
- Supplemental Health Care, Inc.  
  Laurel, MD
- Communication Solutions, Inc.  
  Centreville, MD
- Therapy Needs, Inc.  
  Oella, MD

**Responsible school or office:** Office of Special Education

**Contact person:** Patricia Lawton

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.9.1
Explanatory Detail: Sub-contracting related-service providers will ensure that students with IEPs have equal access to qualified personnel in order to implement the services mandated by their IEPs; hence, supporting student achievement in the classroom setting. The contracting of these providers will also ensure that BCPS will maintain compliance as per the Individuals with Disabilities Education Act (IDEA) 2004.
2. **Contract Modification and Extension:** Lamps and Bulbs
   **Contract #:** JMI-605-05 (Montgomery County Public Schools [MCPS] #4095.2)
   **Term:** N/A **Extension:** 1 year **Contract Ending Date:** 8/23/08
   **Original total award value:** $300,000
   **Estimated additional award value:** $175,000
   **Estimated total award value:** $475,000

**Description:**

On September 8, 2004, the Board approved the initial contract, and on August 22, 2006, the Board approved a one-year extension. This is an additional one-year extension of the contracts for $175,000 for lamps and bulbs.

**Recommendation:**

Award of contract modification and extension is recommended to:

- Allegheny Electronics, Hagerstown, MD
- B&B Lighting Supply, Inc., Baltimore, MD
- C.N. Robinson Lighting Supply Co., Baltimore, MD
- Scott Electric, Greensburg, PA
- United Electric Supply, Rockville, MD
- Vantage Lighting, Inc., San Rafael, CA
- Vista, Inc., Overland Park, KS

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Operating budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
3. **Contract Modification and Extension:** Lease Assignment and Renewal for Meadowood Education Center

**Contract #:** RGA-146-08

**Term:** N/A  **Extension:** 5 years  **Contract Ending Date:** 7/31/13

**Estimated annual award value:** $156,042 w/3% escalation clause to begin August 1, 2009

**Estimated total award value:** $1,837,832

**Description:**

On June 21, 1996, the Board entered into the initial lease agreement, and on August 13, 2002, the Board approved a five-year extension for August 1, 2003, through July 31, 2008.

This contract modification (assignment) and extension consists of the lease renewal of a 14,721 square foot facility that houses the Meadowood Education Center located at 1849 Gywnn Oak Avenue, Baltimore County, Maryland. Meadowood East Building, L.L.C., has acquired these assets from the original vendor, A & E Partners, Limited.

**Recommendation:**

Award of contract assignment and extension is recommended to:

Meadowood East Building, L.L.C.  Baltimore, MD

**Responsible school or office:** Department of Planning and Support Operations

**Contact person:** Don Dent

**Funding source:** Operating budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
4. **Contract**: Business Services Platform  
**Contract #**: RGA-147-08 (Maryland Department of Public Safety and Correctional Services #DPSCS IT&CD 2005-46)  
**Term**: 5 years  
**Extension**: 0  
**Contract Ending Date**: 9/18/12  
**Estimated total award value**: $850,000 (software and implementation)  
**Renewed annually for**: $57,000 (software support – beginning September 19, 2012)

**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**:

Baltimore County Public Schools requests approval to procure Business Services Platform (BSP) software from Allen Systems Groups, Inc. (ASG). This software is designed to monitor, manage, and report technology services provided to BCPS employees and students, and to prevent issues from interrupting those services. The ASG software suite includes a configuration management database solution, asset management, infrastructure management, password reset and identification management, service desk management, and end-user performance management applications, all fully integrated and accessed by user-defined dashboards. This complete product set will replace outdated and non-integrated legacy systems that currently provide a small portion of these functions.

Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded by other government agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures.

**Recommendation**:

Award of contract is recommended to:

Allen Systems Group, Inc.  
Naples, FL

**Responsible school or office**: Department of Technology

**Contact person**: Michael J. Goodhues

**Funding source**: Operating Budget

**PDK Audit Alignment**: None

**Explanatory Details**: The PDK audit does not address this item.
5. **Contract** Early Intervention Services  
**Contract #:** PCR-281-08

**Term:** 2 years  
**Extension:** 2 years  
**Contract Ending Date:** 9/30/11

**Estimated annual award value:** $500,000  
**Estimated total award value:** $2,000,000

**Bid issued:** July 12, 2007  
**Pre-bid meeting date:** August 2, 2007  
**Due date:** August 15, 2007

**No. of vendors issued to:** 19  
**No. of bids received:** 5  
**No. of no-bids received:** 0

**Description:**

This contract consists of speech pathology, occupational and physical therapies, and physical instruction services for the students in the infants and toddlers program (ITP).

Services include special instruction, speech-language pathology, occupational therapy, physical therapy, social work, psychology, nursing, audiology, and service coordination. The services are provided in typical settings, such as the home or day care, for children of this age group. The ITP goal is to support the family within the community as they facilitate their child’s learning and development.

**Recommendation:**

Award of contract is recommended to:

- Care Resources, Inc.  
  Baltimore, MD
- County Therapy Associates, Inc.  
  Whiteford, MD
- PACT, Inc.  
  Baltimore, MD
- Progressus Therapy, LLC  
  Tampa, FL
- The Maryland Therapy Network, Inc.  
  Bel Air, MD

**Responsible school or office:** Office of Special Education

**Contact person:** Patricia Lawton

**Funding source:** Operating budget

**PDK Audit Alignment:** Recommendation A.9.1
Explanatory Detail: Sub-contracting related-service providers will ensure that students with IEPs have equal access to qualified personnel in order to implement the services mandated by their IEPs; hence, supporting student achievement in the classroom setting. The contracting of these providers will also ensure that BCPS will maintain compliance as per the Individuals with Disabilities Education Act (IDEA), 2004.
6. **Contract:** Memorandum of Understanding between Connections Academy and BCPS  
**Contract #:** RGA-150-08

**Term:** 1 year  
**Extension:** N/A  
**Contract Ending Date:** 09/30/08  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**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:**

This contract consists of allowing BCPS to create a pilot technology-based, full-time instructional program that students may attend from home or another location outside of a BCPS classroom. Connections Academy will provide innovative educational services outside the traditional classroom emphasizing accountability and performance for students and staff. Connections Academy will provide to BCPS a non-assignable limited license for the use of its Learning Management System by administrative staff, teachers, students, learning coaches, and other individuals required to access the system, including individuals designated by the BCPS, to provide the educational services. The list of materials and courses will be updated regularly and will meet the requirements of Maryland State standards and such BCPS standards as are applicable for other technology-based or home instruction programs operated by BCPS. Each student will receive a personalized learning plan and assessments according to Connections Academy protocols. During the initial year of the pilot program, Connections Academy shall employ an individual who shall be designated as the pilot program “principal.” In the event that BCPS elects to extend the term of the pilot program during any extension period, BCPS may elect to employ the principal.

The principal shall be responsible for supervising teachers, managing the operations of the pilot program according to Connections Academy protocols, and any BCPS or state regulatory requirements. For the initial year of the pilot program, Connections Academy may also employ one or more persons who shall be designated as assistant principals or other administrative or clerical staff, if such individuals are approved by BCPS.

For the initial year of the pilot program, teachers will be employees of Connections Academy subject to approval by BCPS and confirmation of a valid Maryland teaching license. In the event that BCPS elects to extend the term of the program during any extension period, BCPS may elect to employ any or all teaching staff. For teachers employed by Connections Academy, Connections Academy shall be responsible for recruiting, training, and assigning teachers. For teachers employed by BCPS, Connections Academy shall only be responsible for training teachers in the operation of the pilot program. Teachers employed by the BCPS shall be subject to any bargaining agreement with the BCPS.
For any teachers employed by Connections Academy, Connections Academy shall be responsible for the payment of all compensation and benefits. BCPS shall be responsible for the development of the individualized education program (IEP) and any outside services or equipment. Connections Academy’s responsibility shall be limited to providing teachers with training in order to modify the instructional plan and curriculum materials to meet the needs of the student’s IEP.

All students will be required to participate in any standardized testing required by BCPS. BCPS will be responsible for providing locations and staffing required for the administration of any proctored in-person standardized tests required by BCPS or by the state of Maryland.

**Recommendation:**

Award of contract is recommended to:

- Connections Academy
  - Baltimore, MD
- **Responsible school or office:** Office of Alternative Education
- **Contact person:** Dale Rauenzahn
- **Funding source:** N/A
- **PDK Audit Alignment:** None
- **Explanatory Details:** The PDK audit does not address this item.
7. **Contract Modification:** Window Replacement – Bear Creek Elementary School  
   **Contract #:** JMI-602-07

   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** N/A  
   **Estimated annual award value:** $1,240,307  
   **Estimated modification amount:** $28,600

**Description:**

On November 21, 2006, the Board approved a contract with E. Pikounis Construction Co., Inc.  
This contract modification will provide for secondary entrance replacements not included in the  
base bid. The contractor has agreed to complete this work as described in Alternate No. 1 at the  
same cost offered in the bid package.

**Recommendation:**

Award of contract modification is recommended to:

- E. Pikounis Construction Co., Inc.  
  Baltimore, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
8. **Contract Modification:** Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Catonsville Middle School  
   **Contract #:** RGA-101-07

   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** N/A

   **Estimated annual award value:** $79,598  
   **Estimated modification amount:** $319,683

**Description:**

On November 21, 2006, the Board approved a contract with Rubeling & Associates, Inc., for a feasibility study and the schematic design for an addition to Catonsville Middle School. Consultant fees for the design development phase, construction document phase, and assistance throughout the bidding and construction administration have been determined.

**Recommendation:**

Award of contract modification is recommended to:

   Rubeling & Associates, Inc.  
   Towson, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
9. **Contract Modification:** Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Hillcrest Elementary School

   **Contract #:** RGA-101-07

   **Term:** NA  **Extension:** NA  **Contract Ending Date:** NA

   **Estimated annual award value:** $79,598  
   **Estimated modification amount:** $313,873

**Description:**

On November 21, 2006, the Board approved a contract with Rubeling & Associates, Inc., for a feasibility study and the schematic design for an addition to Hillcrest Elementary School. Consultant fees for the design development phase, construction document phase, and assistance throughout the bidding and construction administration have been determined.

**Recommendation:**

Award of contract modification is recommended to:

   Rubeling & Associates, Inc.  Towson, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
10. **Contract Modification:** General Contractor Construction Services Contract – Kenwood High School Addition and Technology Wing Renovation  

**Contract #:** MWE-817-06  

**Term:** NA  

**Extension:** NA  

**Contract Ending Date:** NA  

**Estimated annual award value:** $12,092,850  

**Estimated modification amount:** $22,032  

**Description:**  
On March 28, 2006, the Board awarded a construction contract to James W. Ancel, Inc. (JWA). Equipment specifications and the placement of printing lab equipment was not finalized prior to the commencement of construction. This contract modification will provide a revised electrical power design.  

**Recommendation:**  
Award of contract modification is recommended to:  

James W. Ancel, Inc.  

Towson, MD  

**Responsible school or office:** Department of Physical Facilities  

**Contact person:** Michael G. Sines  

**Funding source:** Capital budget  

**PDK Audit Alignment:** None  

**Explanatory Details:** The PDK audit does not address this item.
11. **Contract Modification:** General Contractor Construction Services Contract –
    Kenwood High School Addition and Technology Wing
    Renovation
    **Contract #:** MWE-817-06

    **Term:** NA  **Extension:** NA  **Contract Ending Date:** NA
    **Estimated annual award value:** $12,092,850
    **Estimated modification amount:** $21,509

**Description:**

On March 28, 2006, the Board awarded a construction contract to James W. Ancel, Inc. (JWA). In order to match the existing interior lock hardware at the Kenwood High School addition, it is necessary to upgrade to a Medeco system.

**Recommendation:**

Award of contract modification is recommended to:

    James W. Ancel, Inc.  Towson, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
12. **Contract Modification:** Renovations – Loch Raven Technical Academy

**Contract #:** MBU-599-06

**Term:** N/A  
**Extension:** N/A  
**Contract Ending Date:** N/A

**Estimated annual award value:** $13,801,000

**Estimated modification amount:** $60,348

**Description:**

On July 11, 2006, the Board approved a contract with James W. Ancel, Inc., for the renovation of Loch Raven Technical Academy. In order to comply with fire code requirements, the installation of egress doors within the newly enclosed corridor is necessary (Alternate #5 in the bid documents).

**Recommendation:**

Award of contract modification is recommended to:

James W. Ancel, Inc.  
Towson, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.
13. **Contract:** Off Hour Corridor Separations – Various Elementary Schools
    **Contract #:** MBU-555-08

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<th>Term: N/A</th>
<th>Extension: N/A</th>
<th><strong>Contract Ending Date:</strong> N/A</th>
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<td>Estimated contingency amount:</td>
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<td>Estimated total award value:</td>
<td>$326,700</td>
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**Bid issued:** August 9, 2007  
**Pre-bid meeting date:** August 16, 2007  
**Due date:** August 30, 2007  
**No. of vendors issued to:** 5  
**No. of bids received:** 4  
**No. of no-bids received:** 0

**Description:**

This project consists of the addition of security doors within corridors to give the Department of Recreation and Parks access to only the gymnasiums and restrooms in various elementary schools during non-duty school hours.

**Recommendation:**

Award of contract is recommended to:

- Huntington & Hopkins, Inc.  
  Hunt Valley, MD

**Responsible school or office:** Department of Physical Facilities

**Contact person:** Michael G. Sines

**Funding source:** Capital budget

**PDK Audit Alignment:** None

**Explanatory Details:** The PDK audit does not address this item.

<table>
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<tr>
<th>Bidders’ Names</th>
<th>Huntington &amp; Hopkins, Inc.</th>
<th>Mirabile Construction Co., Inc.</th>
<th>Most Incorporated</th>
<th>RWC Contracting Corporation</th>
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<td>Base Bid</td>
<td>$297,000</td>
<td>$302,147</td>
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Board of Education Mission
The Board of Education of Baltimore County serves as the liaison to the community and is committed to providing a quality education for all students in safe and orderly schools by developing and implementing policies reflective of community values and ensuring the efficient and effective use of fiscal and human resources.

Focus Areas 2007-08
Every year, the Baltimore County Public Schools Board of Education identifies specific focus areas. This document highlights the Board’s focus areas for 2007-08 and shows how they are aligned with the school system’s foundational Blueprint for Progress and the recent curriculum audit.

Performance Goal 1
By 2012, all students will reach high standards, as established by the Baltimore County Public Schools and state performance level standards, in reading/language arts, mathematics, science, and social studies.

Performance Goal 2
By 2012, all English Language Learners will become proficient in English and reach high academic standards in reading/language arts, mathematics, science, and social studies.

Performance Goal 3
All students will be taught by highly qualified teachers.

Performance Goal 5
All students will graduate from high school.

Student Achievement
Through increased rigor and data-driven decision-making, promote continued advancement of student achievement in Baltimore County Public Schools.

1. Monitoring the success of programs through performance data.
2. Preparing middle school students for high school.
3. Using “feedback mechanisms” (e.g., DIBELS) to provide teachers with ongoing assessments of students’ learning needs.
4. Ensuring that “average” students (i.e., those not in special education or gifted and talented programs) receive the support and attention needed to excel.
5. Expanding participation in Advanced Placement and SAT programs.
6. Integrating art, music, and physical education into curriculum.
7. Ensuring that resources are directed to schools where they are most needed.

Staffing
Continue to demonstrate to Baltimore County Public Schools employees that they are the school system’s most important resource.

1. Striving to place the most qualified and experienced teachers and instructional assistants into underperforming classrooms.
2. Providing effective professional development and resources to teachers, incorporating curriculum audit recommendations for differentiation.

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Performance Goal 6
Engage parents/guardians, business, and community members in the educational process.

Performance Goal 7
Involve principals, teachers, staff, stakeholders, and parents/guardians in the decision-making process.

Performance Goal 8
All students will receive a quality education through the efficient and effective use of resources and the delivery of business services.

Facilities
Build and maintain facilities in the Baltimore County Public Schools system that are conducive to teaching and learning.

1. Increasing maintenance-related budgets and maintaining all buildings to specified standards.
2. Continuing to acquire land for expansion, especially for a high school in the Central/Northeast area.
3. Exploring alternatives for additional school sites.

Safe Schools
Ensure that Baltimore County public schools provide safe learning environments.

Communications and Marketing
Promote Baltimore County Public Schools and enhance Board communications.

1. Increasing effective Board communications (e.g., including executive summaries in Board reports; sharing Board committee reports; refocusing constituent reports at Board meetings to emphasize Board areas of focus).
2. Using multiple vehicles and strategies to promote BCPS accomplishments to general public and to elected officials.
3. Developing a legislative agenda, and sharing it with Board constituent groups.
4. Meeting with the County Executive and County Council.
5. Lobbying more effectively in Annapolis.
6. Exploring new ways of engaging families and communities to join with us in promoting student achievement.

Fiscal Management
Ensure that Baltimore County Public Schools remains a model of public sector fiscal management.

1. Continuing initiatives to enrich Board knowledge in fiscal areas.
2. Basing fiscal decisions on hard data and Board priorities.
3. Continuing to vigilantly monitor health care cost containment and grants/program management.
Management of Funds

1. The financial management of all school activity funds shall be the responsibility of the school principal. Financial management shall include maintaining sound accounting practices, recording the receipt and expenditure of funds using a uniform chart of accounts, authorizing expenditures, reporting to school administration, parents, and students on the use of student activity funds, and compliance with regulations issued by the internal revenue service and the comptroller of Maryland, sales and use tax division.

2. All funds collected by school employees and by student treasurers shall be receipted, accounted for, and directed, without delay, to the proper location of deposit on a daily basis. All schools shall provide for making bank deposits after regular banking hours in order to avoid leaving money in the school overnight. In no case shall funds be left overnight in schools, except in safes provided for safekeeping of valuables. School activity funds may not be disbursed as cash payments under any circumstances.

3. Schools are encouraged to maintain school activity funds in a single checking/savings account. Funds not needed to meet current obligations may be invested by the department of fiscal services.

4. Funds belonging to external organizations such as parent-teacher associations and booster clubs are not considered school activity funds and shall not be commingled with school funds.

5. External organizations may not conduct fund raising activities or establish an admission fee schedule that supersedes or diminishes a school’s claim to receipts generated by school sponsored activities.

6. External organizations may contribute funds to schools, which are then deposited into school activity funds.

7. Cafeteria funds are not considered school activity funds and shall be maintained by the office of food and nutrition services.
8. GUIDELINES FOR JUDGING THE APPROPRIATENESS OF ANY FUND RAISING ACTIVITY SHALL INCLUDE THE FOLLOWING:

A. THE ACTIVITY SHALL BE OPEN TO ALL STUDENTS
B. THE ACTIVITY SHOULD NOT BE HELD ON SCHOOL TIME
C. THE ACTIVITY SHALL NOT USE STUDENTS TO SELL PRODUCTS IN THE COMMUNITY
D. THE ACTIVITY SHALL NOT INVOLVE PHYSICAL COMPETITION (CONTACT SPORTS) BETWEEN STUDENTS AND FACULTY
E. ACTIVITIES MUST NOT PLACE UNDUE BURDENS ON STUDENTS OR STAFF
F. COST OF PARTICIPATION IN THE ACTIVITY MUST BE NOMINAL

The department of fiscal services shall maintain The Accounting Manual for School Activity Funds to guide the management of these funds.

Related policies: Policy 2211, School Personnel, school-Based Administrators: Principal

Rule approved: 7/11/06
Revised: 9/18/07
NON-INSTRUCTIONAL SERVICES: Purchasing

VENDOR PERFORMANCE EVALUATION

I. VENDOR PERFORMANCE EVALUATION

IN ORDER TO FACILITATE MANAGEMENT OF VENDORS DOING BUSINESS WITH THE BALTIMORE COUNTY PUBLIC SCHOOLS, THE OFFICE OF PURCHASING SHALL ESTABLISH PROCEDURES FOR EVALUATING, DOCUMENTING, AND REPORTING VENDOR PERFORMANCE UNDER A CONTRACT FOR PURCHASE OF GOODS, PERFORMANCE OF SERVICES, CONSULTING, CONSTRUCTION, CONSTRUCTION MANAGEMENT, BUILDING RENOVATION, OR IMPROVEMENT OF FACILITIES. THESE PROCEDURES SHALL INCLUDE A PROCESS FOR PERFORMANCE APPRAISAL, COMMUNICATION OF FEEDBACK TO VENDORS, FORMS AND DOCUMENTATION REQUIREMENTS, A PROCESS FOR SUSPENSION OR DEBARMENT OF UNSATISFACTORY VENDORS, AND A VENDOR APPEAL PROCESS.

A. NON-CONSTRUCTION CONTRACTS

1. ALL BCPS CONTRACTS, EXCLUDING CONSTRUCTION, CONSTRUCTION MANAGEMENT, RENOVATION, AND BUILDING IMPROVEMENT, THAT EXCEED $500,000 SHALL REQUIRE A VENDOR PERFORMANCE EVALUATION WITHIN 30 DAYS OF COMPLETION OF THE CONTRACT. VENDOR PERFORMANCE EVALUATIONS SHOULD BE COMPLETED SEMI-ANNUALLY BY THE SPONSORING OFFICE FOR OPEN ENDED CONTRACTS OR PURCHASE ORDERS. THE OFFICE OF PURCHASING MAY REQUEST A VENDOR PERFORMANCE EVALUATION MORE FREQUENTLY, AND FOR ANY CONTRACT WITH A VALUE LESS THAN $500,000.

2. SCHOOL AND OFFICE STAFF THAT USE BCPS SYSTEM-WIDE CONTRACTS MAY FORWARD INFORMATION REGARDING VENDOR PERFORMANCE TO THE OFFICE OF PURCHASING AT ANY TIME. THE OFFICE OF PURCHASING MAY SURVEY USERS OF SYSTEM-WIDE CONTRACTS IN ORDER TO GATHER FEEDBACK ON VENDOR PERFORMANCE.

B. CONSTRUCTION CONTRACTS

VENDOR PERFORMANCE EVALUATIONS ARE REQUIRED FOR ALL BCPS CONTRACTS FOR CONSTRUCTION, CONSTRUCTION
RULE 3231

MANAGEMENT, BUILDING RENOVATION, OR FACILITY IMPROVEMENT THAT EXCEED $500,000. VENDOR PERFORMANCE EVALUATIONS SHALL BE COMPLETED SEMI-ANNUALLY BY THE OFFICE OF PHYSICAL FACILITIES THROUGHOUT THE DURATION OF THE CONTRACT, AND A FINAL EVALUATION SHALL BE PREPARED WITHIN 30 DAYS OF SUBSTANTIAL COMPLETION OF THE CONTRACT. MORE FREQUENT EVALUATIONS MAY BE SUBMITTED IF NECESSARY TO FACILITATE PROPER MANAGEMENT OF THE VENDOR. THE OFFICE OF PURCHASING MAY REQUEST A VENDOR PERFORMANCE EVALUATION FOR ANY CONTRACT WITH A VALUE LESS THAN $500,000.

C. DOCUMENTATION

COGNIZANT SCHOOL AND OFFICE STAFF SHALL SUBMIT VENDOR PERFORMANCE COMMENTS TO THE OFFICE OF PURCHASING IN ACCORDANCE WITH ESTABLISHED FORMS AND PROCEDURES.

D. COMMUNICATION WITH VENDORS

1. VENDOR PERFORMANCE EVALUATIONS SHALL BE COMMUNICATED TO THE VENDOR BY THE OFFICE OF PURCHASING.

2. ALL VENDORS SHALL BE MONITORED CONSISTENTLY AND FAIRLY IN ACCORDANCE WITH THE CONTRACT REQUIREMENTS.

E. SUSPENSION AND DEBARMED

1. PURPOSE

THE PURPOSE OF SUSPENSION AND/OR DEBARMED IS TO PROTECT THE BCPS FROM RISKS ASSOCIATED WITH AWARDING CONTRACTS TO PERSONS OR FIRMS HAVING EXHIBITED AN INABILITY OR UNWILLINGNESS TO FULFILL CONTRACTUAL OBLIGATIONS, AND TO PROTECT BCPS INTERESTS AND THE INTEGRITY OF THE PROCUREMENT PROCESS BY PREVENTING INDIVIDUALS OR FIRMS WHO HAVE DISPLAYED IMPROPER CONDUCT FROM PARTICIPATING ON BCPS REQUIREMENTS FOR SPECIFIC PERIODS OF TIME.

2. CAUSES FOR SUSPENSION OR DEBARMED

AN INDIVIDUAL OR FIRM MAY BE SUSPENDED OR DEBARRED FOR ANY OF THE FOLLOWING REASONS:
A. BREACH OF CONTRACT WITH BCPS.

B. AN UNWILLINGNESS OR INABILITY TO HONOR A BINDING BID.

C. FALSIFYING OR MISREPRESENTING MANUFACTURER’S SPECIFICATIONS IN RESPONSE TO A BID OR REQUEST FOR PROPOSAL (RFP).

D. CONFERRING OR OFFERING TO CONFER ANY GIFT, GRATUITY, FAVOR, OR ADVANTAGE UPON ANY EMPLOYEE OF BCPS WHO EXERCISES ANY RESPONSIBILITY FOR A BID, RFP, OR SELECTION OF VENDORS FOR A CONTRACT.

E. CONVICTION FOR ANY CRIMINAL OFFENSE INVOLVING PUBLIC CONTRACTING.

F. CONVICTION FOR ANY OFFENSES INDICATING A LACK OF BUSINESS INTEGRITY

G. FAILURE TO PAY ANY COSTS INCURRED BY BCPS PURSUANT TO A CONTRACT TERMINATION FOR DEFAULT.

H. ANY CAUSE INDICATING THAT THE INDIVIDUAL OR FIRM IS NOT A RESPONSIBLE VENDOR.

I. SUSPENSION OR DEBARMENT BY ANOTHER PUBLIC ENTITY.

J. A RECENT RECORD OF FAILURE TO PERFORM OR UNSATISFACTORY PERFORMANCE IN ACCORDANCE WITH THE TERMS OF ONE OR MORE CONTRACTS.

K. FAILURE TO REPLACE INFERIOR OR DEFECTIVE PRODUCTS WITHIN A REASONABLE PERIOD OF TIME AFTER NOTIFICATION BY BCPS.

L. COLLUSION OR COLLABORATION WITH ANOTHER BIDDER IN AN ATTEMPT TO RESTRAIN COMPETITION OR FIX PRICES.

M. ANY OTHER CAUSE THAT BCPS DETERMINES TO BE SO SERIOUS AND COMPELLING AS TO AFFECT RESPONSIBILITY AS A BCPS VENDOR.

3. TERM

THE MANAGER OF THE OFFICE OF PURCHASING MAY SUSPEND A
RULE 3231

VENDOR IF THERE IS PROBABLE CAUSE FOR DEBARMENT FOR A PERIOD NOT TO EXCEED NINETY (90) DAYS WHILE DEBARMENT PROCEEDINGS CONTINUE.

THE MANAGER OF THE OFFICE OF PURCHASING MAY DEBAR A VENDOR FOR A PERIOD OF UP TO THREE (3) YEARS.

ANY BIDS OR PROPOSALS SUBMITTED BY THE VENDOR DURING THE SUSPENSION OR DEBARMENT PERIOD SHALL NOT BE CONSIDERED.

4. NOTIFICATION

THE MANAGER OF THE OFFICE OF PURCHASING SHALL MAIL (CERTIFIED) A NOTICE OF SUSPENSION OR DEBARMENT TO THE VENDOR INDICATING THE REASON(S), AND THE EFFECTIVE PERIOD.

5. APPEAL

A DEBARRED OR SUSPENDED VENDOR MAY APPEAL THE SUSPENSION OR DEBARMENT BY SENDING A WRITTEN REQUEST WITHIN TEN (10) WORKING DAYS AFTER RECEIPT OF THE NOTICE OF SUSPENSION/DEBARMENT TO THE CHIEF FINANCIAL OFFICER, DEPARTMENT OF FISCAL SERVICES.

THE VENDOR MUST PROVIDE SPECIFIC EVIDENCE TO SHOW WHY THE SUSPENSION OR DEBARMENT IS UNWARRANTED. BASED UPON THIS INFORMATION, THE SUSPENSION/DEBARMENT MAY BE MODIFIED, RESCINDED, OR AFFIRMED BY THE CHIEF FINANCIAL OFFICER. THE DECISION OF THE CHIEF FINANCIAL OFFICER IS FINAL.

THE CHIEF FINANCIAL OFFICER, DEPARTMENT OF FISCAL SERVICES SHALL MAIL (CERTIFIED) A NOTICE OF THE RESULTS OF THE APPEAL OF SUSPENSION OR DEBARMENT TO THE VENDOR INDICATING THE CONCLUSIONS AND REASONS.

RULE SUPERINTENDENT OF SCHOOLS
APPROVED: 9/18/07
STUDENTS: CONDUCT

POSITIVE BEHAVIOR

POSITIVE BEHAVIOR IN SCHOOL IS EXTREMELY IMPORTANT TO THE MAINTENANCE OF SAFE AND ORDERLY LEARNING ENVIRONMENTS FOR ALL STUDENTS. WITHOUT POSITIVE BEHAVIOR IN SCHOOL, STUDENTS WILL NOT REACH EXPECTED ACHIEVEMENT STANDARDS.

DISCIPLINE

DISCIPLINE IS TEACHING STUDENTS HOW TO MAKE GOOD CHOICES BY USING GOOD DECISION-MAKING SKILLS AND KNOWN CONSEQUENCES WHEN STUDENTS CHOOSE TO BEHAVE INAPPROPRIATELY. STUDENTS SHALL BE TAUGHT THAT THERE ARE BEHAVIOR LIMITS WITHIN THE LAW AND THAT THE GOAL IS FOR THEM TO BECOME GOOD LAW-ABIDING CITIZENS.

THE GOAL IN THE DISCIPLINE PROCESS IS TO CONTINUE TO MAINTAIN SAFE, ORDERLY, AND NURTURING LEARNING ENVIRONMENTS THAT ARE CONDUCIVE TO POSITIVE LEARNING EXPERIENCES IN ALL SCHOOLS SO THAT ALL STUDENTS WILL REACH EXPECTED ACHIEVEMENT STANDARDS. THE FOCUS IS TO PREVENT AND/OR MODIFY UNACCEPTABLE STUDENT BEHAVIOR WITH SUPPORT SERVICES AND APPROPRIATE INTERVENTIONS. PARENTS/GUARDIANS SUPPORT SHALL BE SOLICITED TO HELP STUDENTS BEHAVE APPROPRIATELY AND SUCCEED ACADEMICALLY. THE DISCIPLINE PROCESS SHALL BE PROACTIVE WITH THE EMPHASIS ON TEAMWORK.

THE FOLLOWING INTERVENTIONS AND SUPPORTS ARE RECOMMENDED TO TEACH STUDENTS HOW TO BEHAVE AND TO ENCOURAGE STUDENTS TO BEHAVE APPROPRIATELY IN SCHOOL:

1. STUDENT/TEACHER CONFERENCES
2. APPROPRIATE STUDENT PLACEMENT IN CLASSES
3. TEACHER/PARENT/STUDENT CONFERENCES
4. TEACHER/STUDENT/SCHOOL COUNSELOR CONFERENCES
5. PEER MEDIATION PROGRAM
6. CONFLICT RESOLUTION PROGRAM

7. MENTORING PROGRAM

8. STUDENT SUPPORT TEAM INTERVENTIONS

9. FUNCTIONAL BEHAVIOR ASSESSMENTS

10. INDIVIDUAL STUDENT BEHAVIOR PLANS

THE FOLLOWING DISCIPLINE CONSEQUENCES ARE RECOMMENDED WHEN INTERVENTIONS AND SUPPORTS DO NOT RESULT IN POSITIVE STUDENT BEHAVIOR:

1. ADMINISTRATIVE REFERRALS FOR DISCIPLINE

2. IN-SCHOOL SUSPENSIONS

3. SUSPENSIONS FROM SCHOOL UP TO TEN DAYS

4. SUSPENSIONS TO PUPIL personNEL WORKERS FOR SUPPORT

5. SUSPENSIONS TO THE SUPERINTENDENT’S DESIGNEES

6. ALTERNATIVE PROGRAM ASSIGNMENTS

7. EXPULSIONS AND ALTERNATIVE PROGRAM PLACEMENTS.

RULE 5510

SUPERINTENDENT OF SCHOOLS

ADOPTED:
NEW CONSTRUCTION: Planning

Patterns of Participation

1. Staff and Other School Personnel

It shall be the responsibility of the [Division] DEPARTMENT of Physical Facilities to fully utilize the services and counsel of school and staff personnel in the planning process for new construction.

a. The [Department] OFFICE of STRATEGIC Planning shall establish lines of communication with staff personnel, school principals, and the Board of Education in determining such [things] ISSUES as the [pupil] STUDENT capacity of a school building, enrollment projections for individual school districts, and changes in school boundaries.

b. The [Departments of Planning] OFFICE OF ENGINEERING and Construction shall [involve staff and school personnel, including teachers] CONSULT WITH THE SCHOOL STAFF in such [things] ISSUES as the functional and practical aspects of school design, materials, and systems of construction.

c. The [Department] OFFICE of MAINTENANCE AND Grounds [Maintenance and Operations] shall [involve staff and school personnel] CONSULT WITH THE SCHOOL STAFF in such [things] ISSUES as the functional and practical aspects of site development design as well, as the selection of equipment and materials.

d. The [Department] OFFICE of Purchasing shall [involve staff and school personnel] CONSULT WITH THE SCHOOL STAFF in such [things] ISSUES as the selection of furniture and equipment.

2. Other School Systems

It shall be the responsibility of the [Division] DEPARTMENT of Physical Facilities to periodically visit and observe similar operations in other school systems, both in Maryland and throughout the nation. Such visits and observations [shall] SHOULD provide opportunities for interchanges of operational views and ideas with the express purposes of improving planning and functions in the respective offices.
3. Consultants

It shall be the [prerogative] RESPONSIBILITY of the [Associate Superintendent, Division] EXECUTIVE DIRECTOR of Physical Facilities to recommend the employment of consultants when it is deemed advisable and proper by the Superintendent of Schools that such services are required to revise, enlarge, or improve any phase of the overall planning process for new construction.

Rule
Approved: 9/25/69
Revised: 9/27/90
REVISED:
NEW CONSTRUCTION: Constructing

Supervision of Work in Progress

1. Administrative Staff
   a. County Funded
      Members of the staff of the Division of Physical Facilities of the Board of Education shall be responsible for the periodic inspection of the progress of work on a new school project to see that the provisions and terms of the contract documents, and any addenda thereto, are being satisfactorily fulfilled. In the event the contract conditions are not being fulfilled, the Associate Superintendent, Division of Physical Facilities, shall be notified and shall take such steps as are necessary to have the contract fulfilled or declared in default.
   
b. State Funded
      Compliance of work-in-progress with the contract terms shall be in accordance with the prescribed procedures of the State of Maryland Interagency Committee on School Construction.

2. Architect/ENGINEER

   The architect for a new school is compensated for, and shall serve as the Board of Education representative, in making periodic inspections of the progress of work on a new school project to see that the provisions and terms of the contract documents, and any addenda thereto, are satisfactorily fulfilled.

3. Contractor

   The contractor shall supervise and direct the progress of construction of a new school project using her/his best skill and attention. Furthermore, the contractor shall be responsible for the supervision of all employees, all subcontractors, their agents and employees; and all other persons performing any of the work under the terms of the contract documents and any addenda thereto.

Rule Superintendent of Schools
Approved: 9/25/69
Revised: 7/14/77]