MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, September 8, 2009
5:30 P.M.-Closed Session, 7:00 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 8, 2009

IV. MINUTES
Consideration of the Open and Closed Minutes of August 11, 2009; and the Report on the Board of Education Work Session of August 25, 2009

Exhibit A

V. SELECTION OF SPEAKERS

VI. ADVISORY AND STAKEHOLDER GROUPS

VII. SUPERINTENDENT’S REPORT

VIII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS FROM AUGUST 11, 2009
(Dr. Peccia)

IX. OLD BUSINESS
A. Consideration of the following Board of Education Policies (third reading): (Ms. O’Hare)

- Proposed Changes to Policy 1270 – COMMUNITY RELATIONS: Community Involvement-Parent/Guardian and Family Involvement
  Exhibit B

- Proposed Changes to Policy 2352 – ADMINISTRATION: Administrative Operations-Accidents/Medical Emergencies
  Exhibit C

- Proposed Deletion of Policy 3430 – NON-INSTRUCTIONAL SERVICES: Transportation Services-Procedures for Emergencies
  Exhibit D

- Proposed Deletion of Policy 4007 – PERSONNEL: General-Health and Safety
  Exhibit E
IX. OLD BUSINESS (cont)

- Proposed Changes to Policy 4131 – PERSONNEL: Activities-Professional Growth
- Proposed Deletion of Policy 4132 – PERSONNEL: Activities-Support for Professional Activities
- Proposed Deletion of Policy 4147 – PERSONNEL: Compensation and Related Employee Benefits-Maryland State Retirement and Pension Systems
- Proposed Changes to Policy 4250 – PERSONNEL: Compensation and Related Employee Benefits-Retirement (renumbered to 4010)
- Proposed Deletion of Policy 5421 – STUDENTS: Services to Students-Life-Threatening Medical Emergencies
- Proposed Deletion of Policy 6001 – INSTRUCTION: Grouping
- Proposed Deletion of Policy 6305 – INSTRUCTION: Released Time – Religious Instruction
- Proposed Changes to Policy 6306 – INSTRUCTION: Prayer and Bible Reading
- Proposed Changes to Policy 6401 – INSTRUCTION: Gifted and Talented Education Program
- Proposed Changes to Policy 6702 – INSTRUCTION: Extracurricular Activities–Intramural, Informal, and Interscholastic Athletics

B. Consideration of the Proposed FY 2011 State Capital Budget Request (Ms. Burnopp) Exhibit P

X. NEW BUSINESS

A. Consideration of consent to the following personnel matters: (Dr. Peccia)
   1. Transfers Exhibit Q
   2. Retirements Exhibit R
   3. Resignations Exhibit S
   4. Leaves of Absence Exhibit T
   5. Administrative Appointments Exhibit U
   6. Advisory Council Appointments Exhibit V
X.  NEW BUSINESS (cont)

B.  Consideration of consent to the following contract awards:  (Mr. Gay/Mr. Sines)  

   1.  Contract Modification:  Math Teacher Professional Development Institute
   2.  Contract Extension:  Network-enabled Uninterruptible Power Supply Systems
   3.  Assistive Technology
   4.  Baltimore County Public Schools’ Principals’ Academy
   5.  Personal Protective Equipment
   6.  Principal Leadership for the Whole Child
   7.  Safety Shoes
   8.  Teaching American History
   9.  Contract Modification:  Systemic Renovations – Sudbrook Magnet Middle School
   10. Contract Modification:  Consultant Services – Architectural/Engineering (A/E) Services-West Towson Elementary School
   11. Contract Modification:  Systemic Renovations – Woodlawn Middle School
   12. Roof Replacement – Bear Creek Elementary School
   13. Roof Replacement – Prettyboy Elementary School
   15. Baltimore Gas and Electric (BGE) – West Towson Elementary School
   16. Baltimore County Permits and Development Fees – West Towson Elementary School
   17. Request to Negotiate:  Design Consultant Services for the Hampton Elementary School Renovation and Addition Project

C.  Consideration of the Board of Education’s Norms  (Ms. Murphy)  

D.  Consideration of the Board of Education’s Focus Areas for 2009-2010  (Ms. Murphy)  

XI. INFORMATION

A. Revised Superintendent’s Rule 1270 – COMMUNITY RELATIONS:  Community Involvement-Parent/Guardian and Family Involvement  

                    Exhibit W

                    Exhibit X

                    Exhibit Y

                    Exhibit Z
XI. INFORMATION (cont)


C. New Superintendent’s Rule 4010 – PERSONNEL: General

D. Revised Superintendent’s Rule 4131 – PERSONNEL: Professional–Professional Growth

E. Deletion of Superintendent’s Rule 4250 – CLASSIFIED: Permanent: Retirement

F. Deletion of Superintendent’s Rule 6001 – INSTRUCTION – Grouping

G. Deletion of Superintendent’s Rule 6306 – INSTRUCTION – Prayer and Bible Reading

H. Revised Superintendent’s Rule 6401 – INSTRUCTION: Special Programs–Gifted and Talented Education Program

XII. ANNOUNCEMENTS

A. Public comment on the following Board of Education policies (second reading)
   • Proposed Deletion of Policy 5170 (replaced by Policy 6402) – STUDENTS: Enrollment and Attendance–Assignment to Special Education Program
   • Proposed Deletion of Policy 5171 (replaced by Policy 6402) – STUDENTS: Enrollment and Attendance–Impartial Due Process Hearing Procedures
   • Proposed New Policy 6402 – INSTRUCTION: Special Education Program and Services

B. General Public Comment

Next Board Meeting
Tuesday, September 22, 2009
6:30 PM Greenwood
TENTATIVE MINUTES
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, August 11, 2009

The Board of Education of Baltimore County met in closed session at 5:50 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. James E. Coleman, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O’Hare, Mr. H. Edward Parker, Lawrence E. Schmidt, Esq., Mr. David Uhlfelder, and Miss Jacqueline Camp. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Ms. Murphy reminded Board members of community functions and Board of Education events scheduled in August and September.

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 Mr. Parker, the Board commenced its closed session at 6:04 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 6:04 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. James E. Coleman, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O’Hare, Mr. H. Edward Parker, Lawrence E. Schmidt, Esq., Mr. David Uhlfelder, and Miss Jacqueline Camp. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: J. Robert Haines, Esq., Deputy Superintendent; Ms. Rita Fromm, Chief of Staff; Mr. William Lawrence, Assistant Superintendent, Northwest Area; Ms. Verletta White, Assistant Superintendent, Northeast Area; Dr. Manuel Rodriguez, Assistant Superintendent, Southwest Area; Ms. Barbara Walker, Assistant Superintendent, Central Area; Mr. Lyle Patzkowsky, Assistant Superintendent, Southeast Area; Dr. Donald Peccia, Assistant Superintendent, Human Resources; Dr. Alpheus Arrington, Director, Human Resources; Mr. Daniel Capozzi, Staff Relations Manager; J. Stephen Cowles, Esquire, Associate General Counsel; Andrew W. Nussbaum, Esquire, Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Miss Camp exited the room at 6:04 p.m.

Mr. Capozzi reviewed with Board members a negotiations matter to be considered on the evening’s agenda.

Mr. Capozzi exited the room at 6:08 p.m. Miss Camp re-entered the room at 6:08 p.m.

Dr. Peccia reviewed with Board members personnel matters to be considered on the evening’s agenda.
On motion of Mr. Parker, seconded by Mr. Hines, the Board adjourned its closed session at 6:12 p.m. Staff members exited the room; counsel and Superintendent remained.

**ADMINISTRATIVE FUNCTION**

At 6:12 p.m., Board members discussed its schedule for conducting hearings.

At 6:38 p.m., the Board adjourned from administrative function session for a brief dinner recess.

**OPEN SESSION MINUTES**

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:06 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. James E. Coleman, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O’Hare, Mr. H. Edward Parker, Lawrence E. Schmidt, Esq., Mr. David Uhlfelder, and Miss Jacqueline Camp. 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 Cameron Graziano, Sophie Graziano, and Jasmine Turnock, followed by a period of silent meditation for those who have served the Baltimore County Public Schools.

Hearing no additions or corrections to the Open and Closed Minutes of July 14, 2009, Ms. Murphy declared the minutes approved as presented on the Web site.

Ms. Murphy informed the audience of the sessions in which Board members had participated earlier in the afternoon.

**SELECTION OF SPEAKERS**

After collecting completed sign-up cards, Ms. Murphy announced the names of persons who would be speaking during the public comment portion of the meeting as well as the order in which the persons would be called.
ADVISORY AND STAKEHOLDER COMMENTS

Ms. Jasmine Shriver, Coordinator of the Area Educational Advisory Councils, announced that the joint area education advisory council meeting would be held on Thursday, October 29, 2009, at 7:00 p.m. She stated that the top issue is the need to air condition all schools. Ms. Shriver also noted that a high quality virtual academy alternative, such as Connections Academy, could be an option for students who attend Title I transfer schools.

Mr. John Desmone, Executive Director of the Council of Administrative and Supervisory Employees (CASE), stated that CASE looks forward to the early negotiations schedule and the potential impact on the budget process.

Ms. Nancy Ostrow, President of the PTA Council of Baltimore County, stated that the national PTA has updated its National Standards for Family-School Partnerships, which identifies how parents, schools, and communities can work together to support student achievement.

SPECIAL ORDER OF BUSINESS

The Board adopted a resolution honoring former Board member, Frances A. S. Harris, for her service on the Board.

WHEREAS, Frances A. S. Harris has served as a member of the Board of Education of Baltimore County with distinction and honor from August 2004 through June 2009; and

WHEREAS, She has worked actively for the improvement of education for all Baltimore County youth; and

WHEREAS, Ms. Harris has represented the Board of Education of Baltimore County at the state level by serving on the Maryland Association of Boards of Education's Legislative Committee; and

WHEREAS, She has served as a member of the Board’s Policy Review Committee, and served as its Chair, and she has also served as a member of the Building and Contracts Committee; and

WHEREAS, Ms. Harris has served with dedication her family and community; now, therefore, be it

RESOLVED, That the Board of Education of Baltimore County, herewith assembled in regular session on the eleventh of August, in the year two thousand nine, recognizes the outstanding contributions of Frances A. S. Harris; and be it further

RESOLVED, That the Board does herewith extend its deepest appreciation and gratitude for her dedication, loyalty, and service and further extends its best wishes for good health, happiness, and continued success in her future endeavors.
SUPERINTENDENT’S REPORT

Dr. Hairston announced that the Administrative and Supervisory meeting would be held on Friday, August 21, 2009, at Chesapeake High School. At that time, Dr. Hairston will introduce a new virtual learning classroom and lab, which will be an alternative method of instruction for students. The virtual learning experience was created through a partnership with Northrop Grumman, Lockheed Martin, the University of Baltimore, and the Johns Hopkins University.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Donald Peccia, Assistant Superintendent of Human Resources, recognized the administrative appointments from the July 14, 2009 Board meeting.

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>WILLIAM S. BURKE</td>
<td>Principal</td>
<td>Director</td>
</tr>
<tr>
<td>(Effective July 15, 2009)</td>
<td>Wellwood International School</td>
<td>Department of Professional Development</td>
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<tr>
<td>ERIC W. EISWERT</td>
<td>Teacher/Social Studies</td>
<td>Assistant Principal</td>
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<td>(Effective July 15, 2009)</td>
<td>Catonsville High School</td>
<td>Catonsville High School</td>
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<tr>
<td>SHARON A. GALLAGHER</td>
<td>Teacher/Resource</td>
<td>Specialist</td>
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<td>(Effective July 15, 2009)</td>
<td>Office of Instructional Technology</td>
<td>Office of Instructional Technology</td>
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<tr>
<td>ROBERT W. GIBSON</td>
<td>Fiscal Analyst III</td>
<td>Coordinator, Quality Management Systems</td>
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<td>(Effective July 15, 2009)</td>
<td>Office of Position Management</td>
<td>Department of Research, Accountability, and Assessment</td>
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<td>DEBRA S. GRAZIANO</td>
<td>Teacher/Mentor</td>
<td>Assistant Principal</td>
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<td>(Effective July 15, 2009)</td>
<td>Deep Creek Middle School</td>
<td>Catonsville Middle School</td>
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<td>TIMOTHY P. HAYDEN</td>
<td>Teacher/Guidance</td>
<td>Supervisor</td>
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<td>Office of School Counseling Services</td>
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<td>SUSAN E. HIMES</td>
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<td>Assistant Principal</td>
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<td>(Effective July 15, 2009)</td>
<td>Dundalk Middle School</td>
<td>Steemmers Run Middle School</td>
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<tr>
<td>MELISSA A. LEMBO</td>
<td>Specialist, Northeast Area</td>
<td>Assistant to the Area</td>
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<tr>
<td>(Effective July 15, 2009)</td>
<td>Office of Special Education</td>
<td>Assistant Superintendent, Northeast Area</td>
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<tr>
<td>NAME</td>
<td>FROM</td>
<td>TO</td>
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<tr>
<td>KIMBERLY A. MCMENAMIN</td>
<td>Acting Supervisor</td>
<td>Supervisor, Leadership Development</td>
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<td>(Effective July 15, 2009)</td>
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<td></td>
<td>Department of Professional Development</td>
<td>Department of Professional Development</td>
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<tr>
<td>ANNE M. MEHALL</td>
<td>Supervisor, Secondary Reading</td>
<td>Coordinator, Elementary Language Arts</td>
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<td>(Effective July 15, 2009)</td>
<td>Office of Language Arts</td>
<td>Office of Language Arts</td>
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<tr>
<td>SAMANTHA A. MURRAY</td>
<td>K-12 Engineering Education Coordinator</td>
<td>Specialist Department of Research, Accountability, and Assessment</td>
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<td>(Effective July 15, 2009)</td>
<td>American Society for Engineering Education</td>
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<td>DIANA L. OWENS</td>
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<td>JODI D. PASQUALE</td>
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<td>Lansdowne Middle School</td>
<td>Old Court Middle School</td>
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<tr>
<td>CECILIA J. ROE</td>
<td>Supervisor, Secondary Language Arts and English</td>
<td>Coordinator, Secondary Language Arts</td>
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<td>(Effective July 15, 2009)</td>
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<td>Office of Language Arts</td>
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<tr>
<td>BEATRICE M. RUETER</td>
<td>Assistant Principal</td>
<td>Principal</td>
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<td>Wellwood International School</td>
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<td>BRIAN A. SCHIFFER</td>
<td>Teacher/English</td>
<td>Assistant Principal</td>
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<td>(Effective July 15, 2009)</td>
<td>Perry Hall High School</td>
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<tr>
<td>BELINDA C. TETERIS</td>
<td>Reading Specialist</td>
<td>Assistant Principal</td>
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<td>Red House Run Elementary School</td>
<td>Pine Grove Elementary School</td>
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<tr>
<td>CARLA R. TOOMER</td>
<td>Teacher/Mathematics</td>
<td>Assistant Principal</td>
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<td>(Effective July 15, 2009)</td>
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<td>Perry Hall High School</td>
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RECOGNITION OF ADMINISTRATIVE APPOINTMENTS (cont)

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<tr>
<td>SUSAN C. TRUESDELL</td>
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<td>Assistant to the Area</td>
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<td>SUSAN S. VOHRER</td>
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<td>(Effective July 15, 2009)</td>
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PERSONNEL MATTERS

On motion of Mr. Janssen, seconded by Mr. Parker, the Board approved the personnel matters as presented on exhibits B, C, D, E, and F (favor-10). (Copies of the exhibits are attached to the formal minutes).

NEGOTIATING TEAMS FOR 2009-2010

On motion of Ms. O’Hare, seconded by Mr. Parker, the Board approved the proposed negotiating teams as presented on exhibit G (favor-10). (A copy of the exhibit is attached to the formal minutes).

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Mr. Parker, recommended approval of items 1-24 (exhibit H). Mr. Uhlfelder pulled items 9 and 17 for further discussion. Mr. Janssen abstained from voting on item 11.

The Board approved items 1-8, 10-16, and 18-24.

1. JNI-765-07 Contract Modification: Educational Video-on-Demand System
2. MWE-807-10 2009 Physics Textbook
3. RGA-909-10 Cohort – College Access
4. RGA-910-10 Cohort – Master of Education in Instructional Technology
5. RGA-109-10 District License for Professional Development Training Modules
6. RGA-110-10 Early Childhood Special Education Consultant
<table>
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<th>No.</th>
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<td>7.</td>
<td>JNI-771-10</td>
<td>Educational Evaluation Research</td>
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<td>8.</td>
<td>RGA-111-10</td>
<td>Information Technology Systems Support</td>
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<td>11.</td>
<td>JMI-630-08</td>
<td>Contract Modification: Consultant Services – Architectural/Engineering (A/E) Services – West Towson Elementary School</td>
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<td>12.</td>
<td>JNI-763-10</td>
<td>Renovations – Arbutus Bus Maintenance Building</td>
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<td>13.</td>
<td>MWE-838-09</td>
<td>Replacement of Windows, Blinds, and Doors – Arbutus Elementary School</td>
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<td>14.</td>
<td>JNI-761-10</td>
<td>Upgrades – Arbutus Grounds Maintenance Building</td>
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<td>15.</td>
<td>PCR-253-10</td>
<td>Replace Exterior Doors – Baltimore Highlands Elementary School</td>
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<td>16.</td>
<td>PCR-249-10</td>
<td>Roof Replacement – Carney Elementary School</td>
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<td>18.</td>
<td>MWE-802-10</td>
<td>Provision of a Fire Sprinkler System – Chase Elementary School</td>
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<td>19.</td>
<td>PCR-251-10</td>
<td>Construction of a New School – Package 1A: Testing and Inspection – George Washington Carver Center for Arts and Technology</td>
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<td>20.</td>
<td>MWE-824-09</td>
<td>Replacement of Windows and Doors – Gunpowder Elementary School</td>
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<td>21.</td>
<td>MWE-825-09</td>
<td>Replacement of Windows, Blinds, and Doors – Hillcrest Elementary School</td>
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<td>22.</td>
<td>MBU-501-10</td>
<td>Replacement of Windows, Blinds, and Doors – Sandy Plains Elementary School</td>
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<td>23.</td>
<td>PCR-252-10</td>
<td>Replace Exterior Doors – Sussex Elementary School</td>
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<td>24.</td>
<td>PCR-251-10</td>
<td>Fee Acceptance: Forest Conservation Fee – George Washington Carver Center for Arts and Technology</td>
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</table>
BUILDING AND CONTRACT AWARDS (cont)

Item #9

Mr. Uhlfelder asked how many square feet is in this lease. Ms. Michele Prumo, Executive Director of Planning and Support Operations, responded that there are several suites: one suite is 23,400 square feet; another suite is 886 square feet, and another is 2,636 square feet. Mr. Gay stated that the lease totals 141,836 square feet. Mr. Uhlfelder asked whether the school system could negotiate with the landlord a future lease. Ms. Prumo responded that at the end of five years the school system would have the option of rewriting or negotiating a new lease. Baltimore County Public Schools (BCPS) negotiated the rent to remain the same for two years with many upgrades to the suites at no cost to the school system. Mr. Uhlfelder expressed concern that BCPS would be at the “mercy” of the landlord at the end of the lease with no place to relocate the offices.

Item #17

Mr. Uhlfelder asked why this contract was not under the joint agreement with the Pennsylvania Education Joint Purchasing Council (Weatherproofing Technologies, Inc.). Mr. J. Kurt Buckler, Administrator for the Department of Physical Facilities, responded that the joint agreement did not allow for metal roofing or the building up of new roofs.

Ms. Johnson asked whether any of the materials use to replace the roofs are made of “green” roofing materials. Mr. Buckler responded that the school system would replace the roof with the same type of roofing materials that currently exist. Ms. Johnson asked whether BCPS has the option to put on a “green” roof. Mr. Buckler responded that the school system would have to redesign the entire structure to accommodate a green roof.

The Board approved items 9 and 17 (favor-10).

9. RGA-112-10 Lease Renewal – Pulaski Park Suites 201-206, 207, 222, 118, 305-307

17. MWE-828-09 Roofing/Reroofing – Catonsville High School

REPORTS

The Board received the following reports:

A. Report on Fiscal Year 2011 State/County Capital Budget – Ms. Barbara Burnopp, Chief Financial Officer, provided a brief overview of the proposed FY2011 capital budget request and the state budget process. The budget will be discussed in detail at the work session on Tuesday, August 25, 2009.
REPORTS (cont)

Ms. O’Hare requested information on the feasibility study of Parkville High School. She is particularly interested in the area of the school where the ground is collapsing.

B. Report on Trends in Human Resources – Dr. Donald Peccia, Assistant Superintendent of Human Resources, and Dr. Alpheus Arrington, Director of Personnel, provided Board members a review of the trend in Human Resources, which included:

- the number of highly qualified teachers (HQT) in core academic subject areas totals 96.85%;
- the number of highly qualified paraeducators in Title I schools total 100%;
- the number of core academic subject (CAS) classes taught by highly qualified teachers totals 88.8%;
- schools have opened each year with 50-65 vacancies a year, or less than 1%;
- the number of minority teachers totals 23.2%;
- the number of elementary teachers who teach in high poverty schools totals 97.4%;
- the number of secondary teachers who teach in high poverty schools total 88.9%;
- the number of conditional teachers totals 236;
- the number of candidates in the principal pool totals 37; and
- the number of candidates in the assistant principal pool totals 83.

Mr. Brian Scriven, principal at Woodlawn High School, and Mr. Paul Martin, principal at Kenwood High School, provided to Board members an overview of trends and staffing at their respective schools.

Mr. Uhlfelder asked why Pikesville High School’s highly qualified teacher percentage decreased from 2004 to 2008. Dr. Peccia responded that the decrease was in the area of self-contained special education.

Ms. Murphy asked whether Human Resources would revisit the two-year tenure rule regarding the principal and assistant principal pools. Dr. Arrington responded that prior to the 2006-2007 school year, candidates were allowed to remain in the eligibility pool indefinitely. The two-year term limited was enacted at the end of the 2005-2006 school year. Currently there are 37 candidates in the principal pool and 83 candidates in the assistant principal pool. In order to build capacity and find effective leaders, Dr. Arrington noted that BCPS offers the Aspiring Leadership course, which prepares perspective leaders for the role of an assistant principal. There were 90 participants in the course last year.
REPORTS (cont)

Mr. Parker asked how the BCPS is trying to identify parameters to measure effectiveness and qualification. Dr. Peccia responded that the task is to hire individuals who have the necessary course work as well as experience with students. Mr. Parker asked whether there is any research to quantify what a highly effective teacher would be. Dr. Peccia stated this would need to be investigated.

Ms. O’Hare requested additional information on what the restrictions of the stimulus money are regarding highly qualified teachers.

INFORMATION

The Board received the following as information:

A. Master Plan Update
B. Blueprint for Progress Update

ANNOUNCEMENTS

Ms. Murphy made the following announcements:

- The Board of Education of Baltimore County will be meeting to conduct a retreat on Saturday, August 22, 2009, beginning at 9:00 a.m., at Greenwood. The meeting is open to the public.

- The Board of Education of Baltimore County will hold its next meeting on Tuesday, August 25, 2009, at Greenwood. The work session will begin with an open session at approximately 5:30 p.m. The Board will then adjourn to meet in closed session. The open session will reconvene at approximately 6:30 p.m. The public is welcome to all open sessions.

Ms. Murphy stated that public comment is one of the opportunities provided so that the Board can hear the views and receive the advice of community members. The members of the Board appreciate hearing from interested citizens and will take their comments into consideration, even though it is not the Board’s practice to take action immediately. When appropriate, the Board will refer concerns to the superintendent for follow-up by his staff.
While the Board encourages public input on policy, programs, and practices within the purview of this Board and this school system, this is not the proper avenue to address specific student or employee matters, or to comment on matters that do not relate to public education in Baltimore County. The Board encourages everyone to utilize existing avenues of redress for complaints. Inappropriate personal remarks or other behavior that disrupts or interferes with the conduct of this meeting are out of order.

Ms. Murphy also asked speakers to observe the light system, which lets the speaker know when their allotted time has ended. She asked speakers to conclude their remarks when they see the red light.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 1270

Ms. Nancy Ostrow stated that the PTA Council of Baltimore County supports of the revisions to Policy 1270. The revisions to this policy do not change the implementation of the family involvement program.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 2352

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 3430

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 4007

Dr. Bash Pharoan affirmed his support with the school system to ensure the safety of all staff and students. He encouraged the Board to use volunteers to provide input on policy changes.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 4131

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 4132

No one from the public signed up to speak on this policy.
PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 4147

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 4250

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 5421

Dr. Bash Pharoan acknowledged his support of the changes related to this policy. He encouraged the Board to use public services for input into future policy changes.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 6001

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 6305

Mr. Muhammad Jameel asked that any changes or deletions to a policy be included with the sign-up sheet.

Dr. Bash Pharoan reiterated Mr. Jameel’s comments and asked that a computer be available to the public to review the proposed changes to a particular policy.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 6306

Dr. Bash Pharoan stated that some of the verbiage in the policy could be confusing. For instance:

- Paragraph A – Dr. Pharoan asked whether Board members are considered employees of the school system. He stated that the word “require” should read “suggest” or “advise.”
- Paragraph C – Dr. Pharoan believes that the word “exercise” is not inclusive and could be misinterpreted.
- Paragraph D – Dr. Pharoan stated that the word “interfere” could be misunderstood.
PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 6401

No one from the public signed up to speak on this policy.

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 6702

No one from the public signed up to speak on this policy.

GENERAL PUBLIC COMMENT

Mr. Muhammad Jameel asked the Board to redefine the school day to seven hours and the school year from 180 days to 200 days.

Mr. Robert Jones stated that the magnet process is confusing and inequitable, and that the lottery system is inadequate.

Dr. Bash Pharoan stated that the public should have access to join stakeholder groups and committees. He encouraged the Board to ask the hard and difficult questions.

ADJOURNMENT

Since there was no further business, the Board adjourned its meeting at 8:41 p.m.

Respectfully submitted,

___________________
Joe A. Hairston
Secretary-Treasurer

/bls
TENTATIVE MINUTES
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, August 25, 2009

The Board of Education of Baltimore County met in open session at 5:45 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. James E. Coleman, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Mary-Margaret O’Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Lawrence E. Schmidt, Esq., and Mr. David Uhlfelder. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Ms. Murphy reminded Board members of community functions and Board of Education events scheduled in August, September, and October.

Board member, Ms. Ramona Johnson, entered the room at 5:47 p.m.

Ms. Murphy distributed the Board’s draft 2009-2010 focus areas for review. Board members were asked to provide any additional changes to Ms. Stiffler, Administrative Assistant to the Board, by Friday, August 28, 2009.

Ms. Johnson requested that the Board receive an update on the Office of Communications. Ms. Murphy asked the Superintendent to provide the Board with a status report at its October work session.

Following the discussion on upcoming school board association events, the Board adjourned at 6:08 p.m. for a brief dinner.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 6:33 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. James E. Coleman, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O’Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Lawrence E. Schmidt, Esq., and Mr. David Uhlfelder. 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 Dr. Lisa Williams, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Ms. Murphy informed the audience of the sessions in which Board members had participated earlier in the afternoon.
BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Mr. Pallozzi, recommended approval of item 1 (exhibit H).

The Board approved this recommendation.

1. JNI-773-10 Supplemental Reading Resources and Professional Development

REPORTS

The Board received the following reports:

A. Board of Education Policies – Ms. O’Hare stated that the Board of Education’s Policy Committee met to consider the policies to be presented this evening, and that the committee is recommending approval of these policies. This is the first reading.

- Proposed Deletion of Policy 5170 – STUDENTS: Enrollment and Attendance-Assignment to Special Education Program
- Proposed Deletion of Policy 5171 – STUDENTS: Enrollment and Attendance-Impartial Due Process Hearing Procedures – Ms. Roddy noted that the new Policy 6402 does not include a reference to due process. J. Stephen Cowles, Associate General Counsel, stated that due process procedures are part of both federal law and state regulation. Ms. Patricia Lawton, Director of Special Education, noted that parents receive the Procedural Safeguards Notice at their each Individualized Education Plans (IEP) meeting.

Mr. Schmidt asked who is the “certified independent hearing officer who is not an employee of the Baltimore County Public Schools.” Mr. Cowles responded that the office of administrative hearings, a state agency.

- Proposed New Policy 6402 – INSTRUCTION: Special Education Program and Services

B. Report on the Proposed Announcer Sign at Hebbville Elementary School (first reading) – In accordance with Board Policy 7330, Dr. Manuel Rodriguez, Assistant Superintendent, Southwest Area, informed Board members that the announcer board is being erected with a donation from the PTA and that installation will be done by Urban Francis LLC. This is the first reading.
Mr. Pallozzi moved to waive the three-reading process on this item. Mr. Coleman seconded the motion. The Board approved waiving the three reading on exhibit E (favor – 11).

On motion of Mr. Pallozzi, seconded by Mr. Schmidt, the Board approved the proposed announcer sign at Hebbville Elementary School (favor – 11).

C. Report on the Proposed Announcer Sign at Middleborough Elementary School (first reading) – In accordance with Board Policy 7330, Mr. Lyle Patzkowsky, Assistant Superintendent, Southeast Area, informed Board members that the announcer board is being erected with a donation from Middleborough Elementary School’s PTA. This is the first reading.

Mr. Pallozzi moved to waive the three-reading process on this item. Mr. Hines seconded the motion. The Board approved waiving the three reading on exhibit F (favor – 11).

On motion of Mr. Pallozzi, seconded by Ms. Roddy, the Board approved the proposed announcer sign at Middleborough Elementary School (favor – 11).

D. Report on the Proposed Naming of the Perry Hall High School Track (first reading) – Ms. Verletta White, Assistant Superintendent, Central Area, informed the Board of the request to name the track at Perry Hall High School the “Gerald L. Martin Track” in honor of Mr. Martin. Mr. Martin retired from Baltimore County Public Schools in 1999 and passed away in June 2009. This is the first reading.

Mr. Janssen moved to waive the three-reading process on this item. Mr. Pallozzi seconded the motion. The Board approved waiving the three reading on exhibit G (favor – 11).

On motion of Mr. Janssen, seconded by Mr. Pallozzi, the Board approved the proposed naming of the Perry Hall High School track to the “Gerald L. Martin Track” (favor – 11).

Mr. Parker requested that a task force be appointed to review the Board’s practice regarding the three-reading process. Ms. Murphy stated she would appoint the committee and asked that a report be presented to the Board at its September work session.
REPORTS (cont)

E. Report/Discussion on the Proposed FY 2011 State and Capital Budget Request (exhibit H) – Ms. Barbara Burnopp, Chief Financial Officer, reviewed the project priority order and provided background information on the capital budget process. She stated that the Board will take action at its September 8 meeting on the state capital request. Ms. Burnopp noted that one project has been added to the request: Herford High School water tower replacement. This item was separated from the Hereford High School renovation/addition project should state funding not be available.

Ms. Murphy inquired about the listing of the projects. Ms. Burnopp stated that the list of projects is in priority order. Those priorities can be changed by the Board. Ms. Burnopp reminded the Board that the State can choose which projects qualify or disqualify for state funding.

Ms. Roddy asked why Riverview Elementary and Old Court Middle Schools are listed for air conditioning. Mr. J. Kurt Buckler, Administrator for Physical Facilities, responded that Riverview Elementary is a partially air conditioned school. When the systemic renovations were performed in FY2002, so that a chiller could be added in the future when the existing chiller failed. Old Court Middle School was approved and funded by the state in FY2009 as a limited renovation project. Once a limited renovation project is complete, the school system can return to that particular school with additional systemic projects. Riverview Elementary and Old Court Middle Schools were selected for the priority list due to the low cost of both projects.

Mr. Janssen asked whether the school system has a contract ready to replace the water tower. Mr. Buckler responded that a study on the tower was completed last summer and that the Baltimore County Department of Public Works has on-call design consultants as needed. Mr. Janssen suggested that the Hereford High School water tower replacement project move up on the priority list.

Ms. O’Hare asked about the capacity number of the new George Washington Carver Center for Arts and Technology. Dr. Hairston noted that there is an extensive waiting list for students who want to attend the school, so that the number of students able to attend will increase.

Mr. Pallozzi asked whether air conditioning was included in the Hampton Elementary School or Stoneleigh Elementary School renovation projects with Mr. Buckler responding in the affirmative.
Ms. O’Hare asked for a “timetable” for completing air conditioning in all schools. Mr. Buckler responded that as systems are coming to the end of their useful lives, Baltimore County Public Schools (BCPS) is including such systems in the capital budget to keep the schools operational. Mr. Buckler stated that Ridgely Middle School was approved by the state in the FY2006 capital budget as a renovation project. Once approved as a renovation project by the state, the school system cannot go back into that school and request or receive state funding for 16 years. Therefore, Ridgely Middle School is ineligible for state funding.

With respect to the capital planning and priorities timeline for FY2011-FY2014, Mr. Janssen asked whether feasibility studies had been completed. Ms. Michele Prumo, Executive Director of Planning and Support Operations, responded that this planning document gives the Board a perspective of where BCPS will need capacity and that a feasibility study would be completed during that particular planning year.

Mr. Hines asked whether there were emergency funds to cover the Hereford High School water tower replacement if needed. Ms. Burnopp responded that the school system will work with the county to request forward funding or redirect projects.

Mr. Hines asked how many projects on this priority list are related to improving air conditioning. Mr. Buckler responded that 25 out of the 35 requested projects include air conditioning. Mr. Hines stated that this type of information needs to be disseminated to communities.

Mr. Schmidt asked whether the limited renovations category allowed the school system to return for funding before 16 years had run out. Mr. Buckler responded that the purpose of the limited renovation category was to allow school systems to propose a systemic renovation for a particular school for state approval and funding.

Mr. Parker asked what funding the school system could expect to receive from the state. Ms. Burnopp responded that the priorities listed are based on previous state funding.

Ms. Roddy asked whether the state could approve Dundalk and Sollers Point High Schools for planning and then come back for funding at a later date. Ms. Burnopp stated that if the school system receives planning approval, it can move forward with funded projects.
REPORTS (cont)

Ms. O’Hare asked that, if BCPS would receive stimulus money, whether the money could be directed to projects that are “shovel ready” like Dundalk and Sollers Point High Schools. Ms. Burnopp stated that the only project available now is Quality School Construction Bonds (QSCB) program, which allows the county to bond at no interest. Ms. O’Hare asked whether this program would cover the Dundalk and Sollers Point projects. Ms. Burnopp responded that it would be part of the county money to match these projects.

ANNOUNCEMENTS

Ms. Murphy made the following announcements:

- Schools and offices will be closed for Labor Day on Monday, September 7, 2009. Schools and offices will reopen on Tuesday, September 8, 2009.

- The Board of Education of Baltimore County will hold its next meeting on Tuesday, September 8, 2009, 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. The open session will reconvene at approximately 7:00 p.m. The public is welcome to all open sessions.

ADJOURNMENT

Since there was no further business, the Board adjourned its meeting at 7:18 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

/bls
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 1270 – FAMILY/COMMUNITY INVOLVEMENT

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Barbara Bisset, Executive Director, Department of Professional Development

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 1270. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 1270
Policy Analysis for
Board of Education Policy 1270
Parent/Guardian and Family Involvement

Statement of Issues or Questions Addressed
Board of Education Policy 1270 is part of the annual review process. Due to a concern raised by community stakeholders, language addressing specific demographic groups has been removed.

Cost Analysis and Fiscal Impact on School System
None

Relationship to Other Board of Education Policies
Board of Education Policy 1100, Communication with the Public
Board of Education Policy 1200, Community Involvement
Board of Education Policy 1220, Citizens Advisory Committee
Board of Education Policy 1240, Visits to Schools
Board of Education Policy 1250, Participation in the Local School by Community Members
Board of Education Policy 1260, School Volunteers

Legal Requirements
20 U.S.C. §6318 (No Child Left Behind Act OF 2001)
Annotated Code of Maryland, Education Article § 4-112

Similar Policies Adopted by Other Local School Systems
1. Howard County Board of Education Policy 10000, Parent, Family, and Community Involvement
2. Montgomery County Board of Education Policy ABC, Parental Involvement

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
   First reading – July 14, 2009
   Public comment – August 11, 2009
   Third reading – September 8, 2009
COMMUNITY RELATIONS: Community Involvement

Parent/Guardian and Family Involvement

I. PROCESS

A. The Board of Education of Baltimore County (Board) believes that schools, parents/guardians, families, and communities have a mutual responsibility to work together in order to increase student achievement. The Board values parent/guardian and family involvement as integral to the academic success of all students.

1. [I.] The Board is committed to [ensuring that schools] INVOLVING parents/guardians and family members of children of all ages and grade levels [regardless of the parent’s/guardian’s and family’s educational attainment, race/ethnicity, gender, socio-economic status, geographical location, primary language, marital status, sexual orientation, or disability]. The Board recognizes that the type and the degree of parent/guardian and family involvement vary among households.

2. [II.] The Board endorses cooperation among schools, parents/guardians, families, and community members in order to increase involvement and participation in promoting the social, emotional, and academic growth of students by utilizing the following guidelines:

   a. [A.] Open and ongoing communication is promoted among home, school, and the community.

   b. [B.] Parenting skills are fostered and supported.

   [C. Parents/guardians, families, and community members play an integral role in assisting student learning.]

   c. [D.] Parents/guardians, families, and community members are welcome as volunteers in the school. Their support and assistance are sought, encouraged, and recognized.
d. [E.] Parents/guardians, families, community members are included and supported in the decision-making process. Their leadership in advisory and advocacy roles is encouraged.

e. [F.] Community resources are used to strengthen schools, families, and student learning.

f. [G.] Parents/guardians, families, and community members are welcomed as active partners and play integral roles in promoting student learning and achievement.

Legal References: 20 U.S.C. §6318 (No Child Left Behind Act OF 2001)

ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE § 4-112

Related Policies: Board of Education Policy 1100, Communication with the Public
Board of Education Policy 1200, Community Involvement
Board of Education Policy 1220, Citizens Advisory Committee
Board of Education Policy 1240, Visits to Schools
Board of Education Policy 1250, Participation in the Local School by Community Members
Board of Education Policy 1260, School Volunteers
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 2352 – ACCIDENTS AND MEDICAL EMERGENCIES

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michele Prumo. Executive Director, Department of Planning and Support Operations

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 2352. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 2352
Policy Analysis for
Board of Education Policy 2352
Health and Safety

Statement of Issues Addressed By the Proposed Policy
Board of Education Policy 2352 is being revised to establish one policy that governs the safety of students and staff. The revisions incorporate the relevant language from three policies which are being proposed for deletion. Those policies are 4007- Health and Safety, 5421- Life-Threatening Medical Emergencies, and 3430- Transportation Services: Procedures for Emergencies.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by this revision.

Relationship to Other Board of Education Policies
Board of Education Policy 4007, Health and Safety
Board of Education Policy 5421, Life-Threatening Medical Emergencies
Board of Education Policy 3430, Procedures for Emergencies

Legal Requirements
Annotated Code of Maryland, Education Article § 4-101, § 4-108, § 7-401(a), COMAR 13A.05.05.05 - .15

Similar Policies Adopted by Other School Systems
1. Anne Arundel County, Policy 709EJ, Healthy School Environment
2. Carroll County, Policy JLCE, First Aid and Health Care
3. Carroll County, Policy JLCG, Seriously Ill Students and Physician Orders regarding Resuscitation
4. Howard County Policy 1040, Safe School Environment
5. Howard County, Policy 5100, School Health Services
6. Howard County, Policy 5110, Students with Do Not Resuscitate Orders

Draft of Proposed Policy
Attached

Other Alternative Considered By Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
[Accidents/Medical Emergencies] HEALTH AND SAFETY

[All accidents involving bodily injury or medical emergencies that occur on Board of Education property or at school-sponsored activities will be reported to the appropriate office.

The Superintendent is hereby directed to enact rules to implement this policy.]

I. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) SUPPORTS A SAFE AND HEALTHY ENVIRONMENT FOR BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS). THE SUPERINTENDENT SHALL ESTABLISH ADMINISTRATIVE PROCEDURES TO IMPLEMENT THIS POLICY.

Legal References: Annotated Code of Maryland, Education Article, §4-101, §4-108, §7-401 (a)
COMAR 13A.05.05.05 - .15

Policy
Adopted: 11/21/68
Revised: 4/9/81
Revised: 11/9/99
Reviewed: 4/22/03
Revised: 1/8/08
REVISED: __________
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 3430 - PROCEDURES FOR EMERGENCIES

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michele Prumo, Executive Director, Department of Planning and Support Operations

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 3430. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 3430
Policy Analysis for
Board of Education Policy 3430
Procedures for Emergencies

Statement of Issues or Questions Addressed
Board of Education Policy 3430 is addressed in Policy 2352, Accidents/Medical Emergencies, and therefore can be deleted.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies
Board of Education Policy 3410, Responsibilities and Duties
Board of Education Policy 3420, Routes and Services

Legal Requirements
Annotated Code of Maryland, Educational Article, § 7-801-805.

Similar Policies Adopted by Other Local School Systems
None

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
NON-INSTRUCTIONAL SERVICES: Transportation Services

Procedures for Emergencies

Specific procedures for emergencies shall be established and such procedures shall be continuously reviewed for possible improvement.

All concerned shall know the recommended procedures in case of bus accident, bus breakdown, bus fire, or absence of regular bus driver.

DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 4007 – HEALTH AND SAFETY

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michele Prumo. Executive Director, Department of Planning and Support Operations

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 4007. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 4007
Policy Analysis for
Board of Education Policy 4007
Health and Safety

Statement of Issues Addressed By the Proposed Policy
Board of Education Policy 4007 is addressed in Policy 2352, Accidents/Medical Emergencies, and therefore can be deleted.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by this deletion.

Relationship to Other Board of Education Policies
Board of Education Policy 2352 – Accidents/Medical Emergencies
Board of Education Policy 5421 – Services to Students
Board of Education Policy 3430 – Transportation Services Procedures for Emergencies

Legal Requirements
None

Similar Policies Adopted by Other School Systems
None

Draft of Proposed Policy
Attached

Other Alternative Considered By Staff
None

Timeline:
   First reading – July 14, 2009
   Public comment – August 11, 2009
   Third reading – September 8, 2009
PERSONNEL: General NON-INSTRUCTIONAL SERVICES-RISK MANAGEMENT

Health and Safety

A safe, ORDERLY, NURTURING and healthy environment is essential for Baltimore County Public Schools in order to promote student achievement within a productive learning and work environment. THE SUPERINTENDENT OF SCHOOLS SHALL ESTABLISH ADMINISTRATIVE PROCEDURES TO ENSURE THAT ALL STUDENTS WILL BE EDUCATED IN SCHOOL ENVIRONMENTS THAT ARE SAFE AND CONDUCIVE TO LEARNING. [Therefore, all employees of the Board of Education of Baltimore County are required to comply with all applicable local, state, and federal health and safety laws and to follow procedures, rules, and guidelines established by the Superintendent and his/her designees concerning safe and healthy school environments.

Legal References:    Annotated Code of Maryland, Education Article
                      §4-101, Control and Promotion of Education
                      §4-108, Duties in General
                      §7-401(a), School Health Program

Policy        Baltimore County Board of Education
Adopted: 6/16/98]
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 4131 – PROFESSIONAL GROWTH

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Barbara Bisset, Executive Director, Department of Professional Development

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 4131. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 4131
Policy Analysis for
Board of Education Policy 4131
Professional Growth

Statement of Issues or Questions Addressed
Board of Education Policy 4131 needs to be revised, because it includes outdated references to Maryland statutes and concepts that do not reflect current research and practices in the field of professional development. The policy is being revised to reflect the Guide to High Quality Professional Development established to address Phi Delta Kappa audit recommendations.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by this revision.

Relationship to Other Board of Education Policies
Board of Education Policy 4132, Support for Professional Activities

Legal Requirements
Annotated Code of Maryland, Education Articles §6-112, 6-118, 6-119, 6-177

Similar Policies Adopted by Other School Systems
1. Carman-Ainsworth Community Schools (Flint, MI), Policy 48532, Professional Development
2. St. Francis Independent School District (Minnesota), Policy 319, Staff Development for Standards

Also reviewed:

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
PERSONNEL: Professional

Professional Growth

[All employees shall be provided opportunities for the development of increased competence beyond that which they may attain through the performance of their assigned duties.

The Superintendent of Schools shall provide the staff with opportunities for participation in activities such as the following:

1. Released time and leaves of absence for travel and study
2. Visits to other classrooms and other schools
3. Conferences involving other personnel from the county, state, or nation
4. Membership on committees
5. Training, classes, and workshops offered within the system
6. Further training in institutions of higher learning.

A full, up-to-date professional library for the professional staff shall be available for optimum reference use.

The budget of the Board of Education shall include funds to help defray inservice growth expenses for employees. Determination of inservice growth activities and participants will be made by the Superintendent of Schools.

The Board shall provide funds for professional members of the administration and supervisory staff to attend meetings or conventions upon request to and approval by the Superintendent of Schools.]

I. PROFESSIONAL DEVELOPMENT

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) RECOGNIZES THE IMPORTANCE OF DEVELOPING, MAINTAINING, AND ENHANCING THE SKILLS OF ALL STAFF MEMBERS.

B. THE BOARD DIRECTS THE SUPERINTENDENT TO ESTABLISH MECHANISMS THAT PROVIDE PROFESSIONAL DEVELOPMENT OPPORTUNITIES FOR PERSONNEL BEYOND THAT WHICH CAN BE ATTAINED THROUGH THE PERFORMANCE OF THEIR ASSIGNED DUTIES.
POLICY 4131

Legal Reference:  *Annotated Code of Maryland*, Education Article §6-112, 6-117, 6-118, 6-119

RELATED POLICIES:  BOARD OF EDUCATION POLICY 4132, *SUPPORT FOR PROFESSIONAL ACTIVITIES*

Policy Adopted:  8/29/68
REVISED:  ____________  

Board of Education of Baltimore County
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 4132 – SUPPORT FOR PROFESSIONAL ACTIVITIES

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Barbara Bisset, Executive Director, Department of Professional Development

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 4132. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 4132
Policy Analysis for
Board of Education Policy 4132
Support for Professional Activities

Statement of Issues or Questions Addressed
Board of Education Policy 4132 has not been revised since it was adopted in 1968. The policy is being recommended for deletion as the information is included in Policy 4131, Professional Growth.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship To Other Board Of Education Policies
Board of Education Policy 4131, Professional Growth.

Legal Requirements
Annotated Code, Education Article §6-112, §6-116, §6-117, §6-118, §6-119
COMAR 13A.07.07.01
    13A.07.08.01.08

Similar Policies Adopted By Other School Systems
1. Anne Arundel County, Policy 801.13, Professional Improvement-Teachers
2. Frederick County, Policy 400-58, Student Clubs at Middle and High Schools
3. Montgomery County, GMD-RA, In-Service Course for Teachers
4. Montgomery County, GMF-RA, Staff Development Programs for Supporting Services Employees
5. Montgomery County, GMG-RA, Tuition Reimbursement for Teachers

Draft of Proposed Policy
Attached.

Other Alternatives Considered By Staff
No other alternatives were considered.

Timeline:
    First reading – July 14, 2009
    Public comment – August 11, 2009
    Third reading – September 8, 2009
PERSONNEL: Professional

Activities: Support for Professional Activities

1. Purpose

The school system encourages the participation by certificated employees in job related professional activities whose purposes support the improvement of the educational program of their schools. While membership in such organizations and participation in their regular activities are the responsibilities of those who elect to engage in them, the Board of Education supports employees’ participation through the granting of leave, paying certain expenses, and providing transportation under circumstances described in this policy and within the limitations of budget provisions.

2. Board Authority

All requests involving leave or expenses require the approval of the Board in advance. Approval will be made within the framework of this policy, except that the Board reserves the right to make such exceptions as it deems to be appropriate when special events may occur. The Board, at its discretion, may direct specified personnel to represent the school system in a variety of activities not specifically outlined in this policy. The limitations of this policy do not apply to specified administrative personnel assigned to represent the school system under a variety of circumstances relating to the course of their employment and the performance of their responsibilities.

3. Professional Activities

The school system limits its support, in the form of leave, expenses, or transportation, for professional participation to those activities which relate directly to the educational program of the school and to personnel representing the system. Employee participation is limited to area of assignment unless it is to the system’s advantage to lift such limitation.

4. Specific Conditions Covered in this Policy

The Superintendent of Schools is authorized to approve the following items:
a. Transportation

(1) Transportation requests for activities in local areas, where leave is not required

(2) Transportation requests for meetings in non-local area

(a) For professional activities outside the local areas, transportation may be furnished for one vehicle at the prevailing reimbursement rate, or by staff car, if available, upon the request of the employee and the concurrence of the principal and the Superintendent of Schools.

(b) Public transportation may be used if it can be done more cheaply than by other means.

b. Subsistence, fees, and travel

(1) Subject to the imposition of budgetary controls, requests may be made for representatives to attend statewide or area conferences with subsistence, travel, and fees allowed, not to exceed an amount approved by the Board of Education.

(2) Requests must relate to the educational program and be ratified by the appropriate administrator and approved by the Superintendent of Schools.

Legal Reference: Ann. Code of Pub. Gen. Laws of Md. Art. 77 §34 Control of education matters affecting counties; boundaries of county school systems. (County Boards of Education) §69 Quarters, clerical equipment, and transportation; expenses, etc.

Policy Board of Education of Baltimore County
Adopted: 8/29/68]
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 4147 – MARYLAND STATE RETIREMENT AND PENSION SYSTEMS

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Donald Peccia, Assistant Superintendent, Human Resources
                     Frances Allen, Manager, Personnel Services

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 4147. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 4147
Policy Analysis for  
Board of Education Policy 4147  
Maryland State Retirement and Pension Systems

Statement of Issues or Questions Addressed  
Board of Education Policy 4147 is addressed in Policy 4250, and therefore can be deleted.

Cost Analysis and Fiscal Impact on School System  
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies  
Board of Education Policy 4250, Retirement

Legal Requirements  
*Annotated Code of Maryland*, Education Article 5-203 & 6-201  
COMAR 13A.07.02.01B

Similar Policies Adopted by Other Local School Systems  
1. Baltimore City, Article 4, Personnel Policies, Section 405, *Resignations and Retirements*  
2. Harford County, Policy 14-0015-000, *Retirement*  
3. Montgomery County, Policy GIG, *Funding Retirement/Pension System*

Draft of Proposed Policy  
Attached

Other Alternatives Considered by Staff  
None

Timeline:  
First reading – July 14, 2009  
Public comment – August 11, 2009  
Third reading – September 8, 2009
PERSONNEL: Professional

Compensation and Related Employee Benefits: Maryland State Retirement and Pension Systems

Any certificated, professional employee who is eligible for membership in the Maryland State Retirement and Pension Systems shall become a member as of the date on which employment begins.


Policy Board of Education of Baltimore County
Adopted: 2/27/75
Revised: 5/10/84]
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 4250 (renumbered to 4010) – PERSONNEL – COMPENSATION AND RELATED EMPLOYEE BENEFITS: RETIREMENT

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Donald Peccia, Assistant Superintendent, Human Resources
Frances Allen, Manager, Personnel Services

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 4250, renumbered to 4010. This is the third reading.

*****

Attachment I – Policy Analysis 4010/4250
Attachment II – Policy 4250 (4010)
Statement of Issues or Questions Addressed
Board of Education Policy 4010 “Compensation and Related Employee Benefits: Retirement” is replacing Policy 4250 because the policy should apply to all employees and not just classified employees. The policy is also being recommended for revisions to comply with current practices.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the addition of this policy.

Relationship to Other Board of Education Policies
N/A

Legal Requirements
Annotated Code of Maryland, Education Article §5-203, §6-201
COMAR 13A.07.02.01B
COMAR 22.01.12.01
Baltimore County Code, Article 5, Title I

Similar Policies Adopted by Other Local School Systems
1. Baltimore City, Article 4, Section 405, Resignations and Retirements
2. Harford County, Policy 14-0015-000, Retirement
3. Montgomery County, Policy GIG, Funding Retirement/Pension System

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
Policy Analysis for
Board of Education Policy 4250
Retirement

Statement of Issues or Questions Addressed
Board of Education Policy 4250 is being recommended for deletion and if approved will be replaced by Policy 4010 “Compensation and Related Employee Benefits: Retirement.” The current policy does not apply to all employees and only applies to classified employees. The policy is also being recommended for revisions to comply with current practices.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies
N/A

Legal Requirements
Annotated Code of Maryland, Education Article §5-203, §6-201
COMAR 13A.07.02.01B
COMAR 22.01.12.01
Baltimore County Code, Article 5, Title I

Similar Policies Adopted by Other Local School Systems
1. Baltimore City, Article 4, Section 405, Resignations and Retirements
2. Harford County, Policy 14-0015-000, Retirement
3. Montgomery County, Policy GIG, Funding Retirement/Pension System

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
PERSONNEL: [Classified]

COMPENSATION AND RELATED EMPLOYEE BENEFITS:

RETIREMENT

THE BOARD OF EDUCATION DIRECTS THE SUPERINTENDENT OF SCHOOLS TO ESTABLISH PROCEDURES FOR ENROLLMENT OF EMPLOYEES IN THE APPROPRIATE RETIREMENT SYSTEM.

[Retirement]

1. Retirement Criteria
   
   a. Eligibility
   
   Any classified employee who, upon separation from the Baltimore County Public Schools, will receive monthly retirement benefits from the Maryland State Retirement Systems or the Employees Retirement System of Baltimore County will, upon separation, be considered a retiree.

   Any classified employee who, upon separation for other than disciplinary action from the Baltimore County Public Schools, will have reached the age sixty-two (62) will, upon separation be considered a retiree.

   Any classified employee separated from the Board of Education who does not meet these criteria is not to be designated a retiree.

   b. Mandatory Retirement

   Classified employees reaching the age of seventy (70) may elect to retire at that time or request a year-to-year extension beyond age seventy (70) in compliance with the requirements of the retirement system to which they belong.

   c. Ineligibility for Enrollment

   Substitutes, temporary employees—less then three (3) months employment—lunchroom aides, and student learners are ineligible for enrollment in either system.
2. Retirement Systems
   a. Maryland State Retirement System

      All permanent classified employees whose work week exceeds eighteen (18) hours and who are assigned to Bargaining Unit Number 1 (Clerical/Aides) are required as a condition of employment to enroll in the Maryland State Retirement Systems. See Policy 4119-Separation-for procedures relative to retirement at age seventy (70).

   b. Employees Retirement System of Baltimore County

      All permanent classified employees who are in:

      Bargaining Unit Number 1 (Clerical/Aides) and assigned at least ten (10) hours per week but less than eighteen (18) per week;

      Bargaining Unit Number 2 (Maintenance and Operation) and assigned at least ten (10) hours per week;

      Bargaining Unit 3 (Supervisory and Technical) and assigned at least ten (10) hours per weeks; or

      That group of employees paid on the professional salary schedule who are ineligible for participation in the Maryland State Retirement Systems are upon the satisfactory completion of a physical examination, eligible to enroll in the Employees Retirement System of Baltimore County. After two (2) years of continuous employment, all qualified employees (who have not previously enrolled) must enroll as a condition of employment.

   c. Exceptions from Change

      Active members in either system need not alter their membership status because of reassignment to a different bargaining unit or because of a change in their work week.
d. Continuation of Employee Benefits

a. Health Insurance

Retirees may continue membership in the health plan available to active employees with funding in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Years of Service (Since Adjusted Service Date)</th>
<th>Employee Contribution</th>
<th>Board Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 through 9</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>10 through 19</td>
<td>50%</td>
<td>50%</td>
</tr>
<tr>
<td>20 through 29</td>
<td>25%</td>
<td>75%</td>
</tr>
<tr>
<td>30 or more</td>
<td>10%</td>
<td>90%</td>
</tr>
</tbody>
</table>

b. Life Insurance

Eligible retirees may continue their basic life insurance coverage.

Should the retiree have ten (10) or more years of service, basic life insurance coverage may be continued with the Board of Education sharing in one half the cost of premium. On the date of retirement, the face value of the basic life insurance then in effect will be reduced by ten percent (10%). On each of the first four (4) anniversaries following retirement, the insurance will be reduced a like amount until the coverage is reduced to fifty percent (50%) of the original face value.

Premiums will be reduced in accordance with the amount of insurance in effect.

Eligible retirees have the privilege of converting all or a portion of their insurance from term to ordinary life insurance at the prevailing rate established by the insurance carrier at the time such conversion occurs. The Board of Education does not participate in funding once a conversion has been effected.]
LEGAL REFERENCE:  ANNOTATED CODE OF MARYLAND, EDUCATION
ARTICLE §5-203, §6-201
BALTIMORE COUNTY CODE ARTICLE 5, TITLE 1
COMAR 13A.07.02.01B

RELATED POLICIES:  BOARD OF EDUCATION POLICY 3141, PENSIONS

Policy       Board of Education of Baltimore County
Adopted: 12/11/75
Revised: 9/8/77
Revised: 5/28/81
Revised: 5/27/82
Edited: 8/20/82
REvised: __________
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 5421 – LIFE-THREATENING MEDICAL EMERGENCIES

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Michele Prumo, Executive Director, Department of Planning and Support Operations

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 5421. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 5421
Policy Analysis for
Board of Education Policy 5421
Life Threatening Emergencies

Statement of Issues Addressed By the Proposed Policy
Board of Education Policy 5421 is addressed in Policy 2352, Accidents/Medical Emergencies, and therefore can be deleted.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by this deletion.

Relationship to Other Board of Education Policies
Board of Education Policy 2352 – Accidents/Medical Emergencies
Board of Education Policy 4007- General, Health and Safety
Board of Education Policy 3430 - Transportation Services Procedures for Emergencies.

Legal Requirements
None

Similar Policies Adopted by Other School Systems
None

Draft of Proposed Policy
Attached

Other Alternative Considered By Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
STUDENTS: Services to Students

Life-Threatening Medical Emergencies

All students will be provided with immediate first aid and 911 emergency rescue services when an injury, medical crisis or life-threatening episode occurs at school. Cardiopulmonary Resuscitation (CPR) or emergency airway management is to be administered to any indicated student per American Heart Association guidelines. There will be two qualified personnel in each school who are certified in cardiopulmonary resuscitation and first aid; one of these must be the registered nurse-school nurse. If the attending physician of a terminally ill child has entered a Do Not Resuscitate order on the authorization of the child’s parents, school administrators must act in accordance with the order and refrain from medical interventions that are not consistent with it.

Legal References: 79 Opinions of the Attorney General (1994)[Opinion No. 94-028-May 13, 1994] Education Article 7-401 School Health Services Standards: 13A.05.05.05.15

Policy Board of Education of Baltimore County
Adopted: 8/9/94]
DATE: September 8, 2009
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: REPORT ON THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 6001 – INSTRUCTION: GROUPING

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Sonja Karwacki, Executive Director, Special Programs PreK-12

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 6001. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 6001
Policy Analysis for
Board of Education Policy 6001
Grouping

Statement of Issues Addressed by the Proposed Policy
Board of Education Policy 6001 was last revised in 1968. The policy is being recommended for deletion because the language is no longer relevant.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies
None

Legal Requirement
None

Similar Policies Adopted by Other Local School Systems
None

Other Alternatives Considered By Staff
None

Timeline:
  First reading – July 14, 2009
  Public comment – August 11, 2009
  Third reading – September 8, 2009
INSTRUCTION

Grouping

Grouping is an administrative procedure for dividing the school population into units which can be managed for optimum instruction. Grouping shall be accompanied by an instructional program that adapts methods and materials to the varied capacities, interests, and needs of the students. It is imperative that schools be organized so that various patterns of grouping shall be possible. The pattern of organization adopted shall relate directly to the goals established by the school.
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF BOARD OF EDUCATION POLICY 6305 – INSTRUCTION: RELEASED TIME- RELIGIOUS INSTRUCTION

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Sonja Karwacki, Executive Director, Special Programs PreK-12

RECOMMENDATION

That the Board of Education approves the proposed deletion of Policy 6305. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 6305
Policy Analysis for
Board of Education Policy 6305
Released Time-Religious Instruction

Statement of Issues Addressed by the Proposed Policy Deletion
Board of Education Policy 6305 was last revised in 1968. The policy is being recommended for deletion because the language is no longer relevant.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of this policy.

Relationship to Other Board of Education Policies
Board of Education Policy 5120, Attendance and Excuses

Legal Requirement
COMAR 13A.04.04.01 does not prohibit BCPS from having a policy.

Similar Policies Adopted by Other School Systems
None

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
INSTRUCTION

Released Time - Religious Instruction

The Board of Education authorizes pupils, with the written consent of their parents, to receive moral or religious instruction at a suitable place away from the school, designated by the religious group. This shall be in addition to the moral and spiritual values taught in the classroom.

The Superintendent of Schools is instructed to establish regulations governing the attendance of pupils at such instruction and the reporting thereof.
DATE: September 8, 2009  
TO: BOARD OF EDUCATION  
FROM: Dr. Joe A. Hairston, Superintendent  
SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO EDUCATION POLICY 6306 – INSTRUCTION: PRAYER AND RELIGIOUS LITERATURE  
ORIGINATOR: Dr. Joe A. Hairston, Superintendent  
RESOURCE PERSON(S): Sonja Karwacki, Executive Director, Special Programs PreK-12  

RECOMMENDATION  
That the Board of Education approves the proposed changes to Policy 6306. This is the third reading.  

*****  
Attachment I – Policy Analysis  
Attachment II – Policy 6306
Policy Analysis for  
Board of Education Policy 6306  
Prayer and Religious Literature

Statement of Issues Addressed
Board of Education Policy 6306 was last adopted in 1969. The policy is recommended for revision to ensure compliance with the most current language in the Annotated Code of Maryland and COMAR.

Cost Analysis
No fiscal impact is anticipated by the revision of this policy.

Relationship to Other Board of Education Policies
Board of Education Policy 5600, Students’ Rights and Responsibilities.
Board of Education Policy 6703, Patriotic Exercises.

Legal Requirement
Annotated Code of Maryland, Education Article §7-104 and §7-105; COMAR 13A.04.04.01

Similar Policies Adopted by Other School Systems
1. Anne Arundel County, Policy 610.01, Patriotic Exercises
2. Carroll County, Policy IMDD, Moment of Silence
3. Howard County, Policy 3000, Religious Observances
4. Montgomery County, Regulation JFA-RA, Student Rights and Responsibilities

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
INSTRUCTION: Prayer and [Bible Reading] RELIGIOUS LITERATURE

I. COMPLIANCE

A. No [principal, teacher, or other agent] EMPLOYEE of the Board of Education OF BALTIMORE COUNTY (BOARD) may authorize, [direct,] or require the reading of [the Bible] RELIGIOUS LITERATURE or the saying of prayer as a devotional exercise in a public school of Baltimore County.

B. DAILY SCHOOL OPENING EXERCISES may include UNITED STATES GOVERNMENT APPROVED PATRIOTIC EXERCISES AND/OR a moment of silent meditation.

C. ANY STUDENT OR TEACHER WISHING TO BE EXCUSED FROM PARTICIPATION IN ANY OPENING EXERCISES SHALL BE EXCUSED.

D. NO ATTEMPT SHALL BE MADE TO PREVENT A STUDENT FROM ENGAGING IN VOLUNTARY PRAYER OR READING RELIGIOUS LITERATURE PROVIDED IT DOES NOT INTERFERE WITH SCHOOL ACTIVITIES REQUIRED OF THE STUDENT.

LEGAL REFERENCES: ANNOTATED CODE OF MARYLAND, EDUCATION

ARTICLE §7-104, §7-105

COMAR 13A.04.04.01

RELATED POLICIES: BOARD OF EDUCATION POLICY 5600, STUDENTS’ RIGHTS AND RESPONSIBILITIES

BOARD OF EDUCATION POLICY 6703, PATRIOTIC EXERCISES

Policy Adopted: 10/31/69

REVISED: ________

Board of Education of Baltimore County
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO EDUCATION POLICY 6401 – INSTRUCTION: GIFTED AND TALENTED EDUCATION PROGRAM

ORIGINATOR: Dr. Joe A. Hairston, Superintendent

RESOURCE PERSON(S): Sonja Karwacki, Executive Director, Special Programs PreK-12

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 6401. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 6401
Policy Analysis for  
Board of Education Policy 6401  
Gifted and Talented Education Program

Statement of Issues or Questions Addressed
Board of Education Policy 6401, Gifted and Talented Education Program is included on the Board’s five-year review schedule. These revisions to Policy 6401 describe the Board’s philosophy about its Gifted and Talented program and includes clarification of definitions, as well as a structure for reporting data to the Board.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the revision of this policy.

Relationship to Other Board of Education Policies
Board of Education Policy 5200, Promotion and Retention

Legal Requirements
Annotated Code of Maryland, Education Article §5-401, §8-201-204

Similar Policies Adopted by Other local School Systems
1. Cecil County Policy, IGBB, Services for Gifted and Talented Education
2. Charles County Policy, 6411.1, Gifted Education
3. Garrett County Policy, 345.3, RFR, School and Student Enrichment Policy Statement
4. Montgomery County Policy, IOA, Gifted and Talented Education

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
Gifted and Talented Education Program

I. Access and Reporting Requirements

A. The Board of Education of Baltimore County (BOARD) is committed to ensuring equity and excellence in education by providing each student with an instructional environment that nurtures potential and enhances academic success. With this central mission in mind, the Board [believes] RECOGNIZES that every student in the Baltimore County Public Schools, (BCPS) K-12 who [gives evidence of] DEMONSTRATES high achievement OR THE POTENTIAL FOR HIGH ACHIEVEMENT IN THE AREAS OF ACADEMIC APTITUDE OR THE CREATIVE, VISUAL, OR PERFORMING ARTS, should have access to high quality gifted and talented educational services regardless of that student’s race/ethnicity, gender, socio-economic status, geographical location, primary language, or disability.

B. The Board [believes] RECOGNIZES that students with outstanding talents perform or show the potential for performing at remarkably high levels of accomplishment when compared with others of their age, experience, or environment. Outstanding talents are present in students from all cultural groups, across all economic strata, and in all areas of human endeavor. [Therefore], [t] The Board recognizes that the school system should provide a continuum of appropriately differentiated educational experiences and services kindergarten through [g] Grade 12 that are research-based and aligned with the system’s mission and goals.

C. The Superintendent shall provide to the Board [a] [status and growth] ANNUAL reports for the Gifted and Talented Education Program AS FOLLOWS: A COPY OF THE ANNUAL REPORT ON RESULTS AND A STATUS REPORT [detailing disaggregated student enrollment, achievement, curriculum, and professional development, program implementation, and recommendations for improvement].
Legal References:  
[20 U.S.C. §7801 (No Child Left Behind Act of 2001)]

Annotated Code of Maryland, Education Article §5-401,

Comprehensive Master Plan]

Annotated Code of Maryland, Education Article §8-201—204

[Gifted and Talented Students]

Related Policies:
Board of Education Policy 5200[, Promotion and Retention]

Policy
Adopted: 09/09/03
REVISED: _________

Board of Education of Baltimore County
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED CHANGES TO EDUCATION POLICY 6702 – INSTRUCTION: INTRAMURAL, INFORMAL, AND INTERSCHOLASTIC ATHLETICS

ORIGINATOR: Rita Fromm, Chief of Staff

RESOURCE PERSON(S): Dale Rauenzahn, Executive Director, Student Support Services

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 6702. This is the third reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 6702
Statement of Issues Addressed by the Proposed Policy
Board of Education Policy 6702 was last revised in 2000. This policy is being reviewed and updated on the Board’s five-year review schedule.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by this revision.

Relationship to Other Board of Education Policies
Board of Education Policy 5300, Activities

Legal Requirements
Annotated Code of Maryland, Education Article § 7-108
COMAR 13A.08.01.09

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County, Policy 909.02, Interscholastic Athletics
2. Harford County, Policy, Participation in Extracurricular Activities
3. Howard County, Policy 9080, Interscholastic Athletic Activities,
4. Montgomery County, Regulation IQD-RA, Academic Eligibility for High School Students Who Participate in Extracurricular Activities

Draft of Proposed Policy
Attached

Other Alternatives Considered By Staff
None

Timeline:
First reading – July 14, 2009
Public comment – August 11, 2009
Third reading – September 8, 2009
INSTRUCTION: ExtraCURRICULAR [Class] Activities

Intramural, Informal, and Interscholastic Athletics

A. Intramural and Informal Athletics

1. The Board of Education OF BALTIMORE COUNTY (BOARD) [believes] RECOGNIZES that [it is the purpose of] INFORMAL AND INTRAMURAL athletics [to] provide the benefits of competitive experiences to [as large number of] students. [as possible.] EVERY STUDENT MUST BE PROVIDED AN EQUAL OPPORTUNITY TO PARTICIPATE IN INFORMAL AND INTRAMURAL ATHLETICS REGARDLESS OF PHYSICAL ABILITY. [This may be accomplished in a progression from the informal level suitable to elementary and middle schools to the structured format common to the high school level.]

B. Interscholastic Athletics

1. A quality interscholastic athletic program is vital to the positive social, physical, and educational development of students. [The interscholastic athletic program enhances and complements the academic mission of the school system.]

2. The Board [of Education hereby] adopts the rules and regulations of the Maryland Public Secondary School Athletic Association, in addition to the regulations, policies, and procedures for interscholastic athletics adopted by the Baltimore County Public Schools Athletic Association.

Related policy[ies]: [Rule 6702 – Intramural, INFORMAL, AND INTERSCHOLASTIC Athletics] POLICY 5300, ACTIVITIES

Legal ReferenceS: ANNOTATED Code of Maryland, EDUCATION ARTICLE § 7-108 [Regulations] [Code of Maryland Regulations] COMAR 13A.06.03

Policy Board of Education of Baltimore County
Adopted: 11/21/68
Revised: 3/7/85
Revised: 11/6/96
Edited: 1/4/00
REVISED: ______
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED FY 2011 STATE AND COUNTY CAPITAL BUDGET REQUEST

ORIGINATOR: J. Robert Haines, Deputy Superintendent

RESOURCE PERSON(S): Barbara Burnopp, Chief Financial Officer
Kevin Grabill, Fiscal Analyst, Budget and Reporting

RECOMMENDATION

That the Board of Education approves the superintendent’s proposed FY 2011 state capital budget recommendations. The budget was introduced at the August 11, 2009, Board meeting and discussed at the board work session on August 25, 2009. The state requested projects require county matching funds be verified before final state approval.

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

Attachment I - Proposed FY 2011 State Capital Budget Request by Priority Order
<table>
<thead>
<tr>
<th>Priority Order</th>
<th>School</th>
<th>Project</th>
<th>Type of Approval Requested</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>West Towson ES</td>
<td>New Construction</td>
<td>Funding</td>
<td>$4,026,020</td>
<td>$2,949,360</td>
<td>$2,949,360</td>
</tr>
<tr>
<td>2</td>
<td>G. W. Carver HS</td>
<td>New Construction</td>
<td>Funding</td>
<td>10,950,000</td>
<td>$19,527,360</td>
<td>$19,527,360</td>
</tr>
<tr>
<td>3</td>
<td>Randallstown HS</td>
<td>AHU Central</td>
<td>Funding</td>
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<td>$0</td>
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<td>7</td>
<td>Dundalk and Sellers Point HS</td>
<td>New Construction</td>
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<td>$0</td>
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<td>8</td>
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<td>18</td>
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<td>22</td>
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<td>23</td>
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<td>29</td>
<td>Gen. John Stricker MS</td>
<td>HVAC Controls</td>
<td>Funding</td>
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<td>Perimeter Drains</td>
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**Baltimore County Public Schools**  
**Towson, Maryland 21204**  

**September 8, 2009**  

**Recommended Transfers**

<table>
<thead>
<tr>
<th>Name</th>
<th>From</th>
<th>To</th>
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<tbody>
<tr>
<td>Andrea H. Parrish</td>
<td>Area Specialist for School Support</td>
<td>Specialist, Public Placement</td>
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<tr>
<td>(Effective September 9, 2009)</td>
<td>Office of Special Education - School Support and Compliance</td>
<td>Office of Special Education - Placement and Birth-Five</td>
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(Replacing Melissa DiDonato, promoted to assistant principal, White Oak School)
<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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<tr>
<td>Grace Biggins</td>
<td>Para Educator</td>
<td>Deer Park Middle Magnet</td>
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<td>07/01/09</td>
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<tr>
<td>Frances Curry</td>
<td>Classroom Teacher</td>
<td>Lutherville Lab</td>
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<td>07/01/09</td>
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<td>Susan Morsberger</td>
<td>Administrative Assistant II</td>
<td>Timonium /IMS</td>
<td>32.0</td>
<td>10/01/09</td>
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As of 08/19/2009
RESIGNATIONS

ELEMENTARY – 11
Eastwood Center
Michelle R. Kakel, 06/30/09, 1.0 yr.
Elementary Resource

Featherbed Lane Elementary School
Erin C. Higgins, 06/30/09, 3.0 yrs., 5.0 mos.
Grade 2

Gail Malone, 06/30/09, 1.0 yr.
Grade 4

Fullerton Elementary School
Colleen M. Compton, 06/30/09, 2.0 yrs.
Kindergarten

Johnnycake Elementary School
Nicole L. Strother, 06/30/09, 3.0 yrs.
Grade 5

Milbrook Elementary School
Deborah M. Hurlock, 06/30/09, 13.0 yrs.
Resource Teacher

Pleasant Plains Elementary School
Terra Hadaway, 06/30/09, 5.0 yrs., 5.0 mos.
Grade 1

Randallstown Elementary School
Janna E. Walker, 06/30/09, 6.0 yrs.
Grade 1

Seneca Elementary School
Kristin E. Kohl, 06/30/09, 2.0 yrs.
Grade 1

Westowne Elementary School
Rona S. Goldberg, 06/30/09, 2.0 yrs.
Special Education-Early Childhood Self-Contained

Winfield Elementary School
Donicia T. Escourse, 06/30/09, 4.0 yrs.
Special Education – Self-Contained

SECONDARY – 20
Catonsville High School
Nicole L. Dembski, 06/30/09, 1.0 yr.
Technology Education

Dorothy A. Gill, 06/30/09, 6.0 yrs.
Mathematics

Cockeysville Middle School
Catherine Maglaras, 06/30/09, 23.0 yrs.
Music – Instrumental

Deer Park Middle Magnet School
Serene N. Peterson, 06/30/09, 3.0 yrs.
Special Education – Self-Contained

Dumbarton Middle School
Maren L. Eby, 06/30/09, 8.0 yrs., 2.0 mos.
Speech/Language Pathologist

Franklin Middle School
Elizabeth A. Mauragas, 06/30/09, 1.0 yr.
Special Education – Self-Contained

Kenwood High School
Maxwell J. Alakwu, 06/30/09, 1.0 yr., 6.0 mos.
Mathematics

Lansdowne Middle School
Hilary A. Miller, 06/30/09, 5.0 yrs.
Guidance

Lansdowne High School
Lynn M. Pinch, 06/30/09, 1.0 yr.
Spanish

New Town High School
Jill M. Stutzman, 06/30/09, 3.0 yrs.
Health

Overlea High School
Jhael Dragon, 06/30/09, 1.0 yr., 5.0 mos.
Mathematics
RESIGNATIONS

Perry Hall Middle School
Andrea K. Sonpon, 06/30/09, 2.0 yrs.
Special Education – Self-Contained

Perry Hall High School
David J. Spencer, 06/30/09, 3.0 yrs.
Spanish

Southwest Academy
Rodney Fresh, 06/30/09, 1.0 yr.
Social Studies

Windsor Mill Middle School
Luke A. McDonald, 06/30/09, 2.0 yrs.
Social Studies

Woodlawn High School
Erica L. Alford, 06/30/09, 1.0 yr.
Science

Kere Y. Boyd, 06/30/09, 6.0 yrs.
Guidance

Daniel P. Kennedy, 06/30/09, 3.0 yrs.
English

Adam M. Petras, 06/30/09, 1.0 yr.
Social Studies

Joan C. Webster, 06/30/09, 2.0 yrs.
Home Economics

CENTRAL OFFICES – 1
Sherry Kyte, 08/29/09, 4.0 yrs.
Student Support Services
Resource Teacher

SEPARATIONS FROM LEAVE – 5
Darlene Dameron, granted Personal Illness Leave, 01/05/09-06/30/09, resigning 06/30/09, 5.0 yrs.
Julie S. Lauver, granted Child Rearing Leave, 05/26/07-05/26/09, resigning 06/30/09, 7.0 yrs.
Laura E. Miller, granted second Child Rearing Leave, 10/30/07-06/30/09, resigning 06/30/09, 8.0 yrs.
Michael J. Reed, granted Academic Leave, 08/01/07-06/30/09, resigning 06/30/09, 6.0 yrs.
David G. Russell, granted Personal Leave, 07/01/08-06/30/09, resigning 06/30/09, 19.0 yrs.
Baltimore County Public Schools
Towson, Maryland 21204

September 8, 2009

Leaves

Educational Leave

Judith A Gallagher – (Secretary) Parkville High School
Effective August 23, 2009, through August 23, 2010

Personal Illness Leave

Hope E. Cullison – (Elementary) Pleasant Plains Elementary School
Effective August 24, 2009, through June 30, 2010

Barbara C. Hubbard – (Business Education) Woodlawn High School
Effective August 24, 2009, through June 30, 2010

Unusual or Imperative Leave

Denise A Baylor – (Kindergarten) Sparks Elementary School
Effective August 24, 2009, through June 30, 2010
## BALTIMORE COUNTY PUBLIC SCHOOLS

### RECOMMENDED APPOINTMENTS

**September 8, 2009**

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
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<tr>
<td><strong>CHRISTOPHER J. BARNES</strong></td>
<td>NCATE Coordinator, Education</td>
<td>Assistant Principal</td>
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<tr>
<td>(Effective September 9, 2009)</td>
<td>Department</td>
<td>Towson High School</td>
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<td></td>
<td>Loyola College</td>
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<td>(Replacing Brian Raab, resigning)</td>
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<td><strong>SHARON D. DAVIS</strong></td>
<td>Teacher/Mathematics</td>
<td>Assistant Principal</td>
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<td>(Effective September 9, 2009)</td>
<td>Windsor Mill Middle School</td>
<td>George Washington Carver Center for Arts and Technology</td>
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<td>(Replacing Starr Dimpfel, medical leave)</td>
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<tr>
<td><strong>KAREN A. EDMUNDS</strong></td>
<td>Behavior Specialist</td>
<td>Pupil Personnel Worker</td>
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<td>(Effective September 9, 2009)</td>
<td>Carroll County Public Schools</td>
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<td>(Replacing Mark Anelli, transferred to Pupil Personnel Worker, full-time)</td>
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<td><strong>ALICIA D. FALES</strong></td>
<td>Teacher/Cooperative Office Program</td>
<td>Supervisor</td>
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<td>Office of Career and Technology</td>
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<tr>
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<td>(Replacing Ronald Koontz, deceased)</td>
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<tr>
<td><strong>MARIA L. HAMPTON</strong></td>
<td>Owner and Founder</td>
<td>Area Specialist, School Support</td>
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<td>Curriculum Builders, Inc.</td>
<td>Office of Special Education</td>
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<td>(Replacing Andrea Parrish, recommended for transfer to specialist, public placement, Office of Special Education)</td>
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<tr>
<td><strong>GABRIELLE A. LAWRENCE</strong></td>
<td>Resource Teacher/ESOL</td>
<td>Specialist</td>
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<td>Office of World Languages</td>
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<td>(Replacing Judith Opfer, promoted to Supervisor, Office of World Languages)</td>
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<tr>
<td>NAME</td>
<td>FROM</td>
<td>TO</td>
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<td><strong>KATRINA D. STEVENS</strong>  &lt;br&gt;(Effective September 9, 2009)</td>
<td>Deputy Director  Center for Talented Youth - Bermuda  Arts  Office of Language Arts</td>
<td>Supervisor, Secondary Language</td>
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<td>(Replacing Cecilia Roe, promoted to coordinator, secondary language arts, Office of Language Arts)</td>
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<td><strong>MATTHEW J. SULLIVAN</strong>  &lt;br&gt;(Effective September 9, 2009)</td>
<td>Teacher/Social Studies New Town High School</td>
<td>Assistant Principal Golden Ring Middle School</td>
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<td>(Replacing Michael Bond, retiring)</td>
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<td><strong>PETER W. TAYLOR</strong>  &lt;br&gt;(Effective September 9, 2009)</td>
<td>Teacher/English Dulaney High School</td>
<td>Supervisor, Secondary Language Arts Office of Language Arts</td>
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Exhibit V

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: AREA EDUCATION ADVISORY COUNCIL MEMBER REAPPOINTMENTS – CENTRAL AREA

ORIGINATOR: Barbara Walker, Area Assistant Superintendent, Central

RESOURCE PERSON(S): Barbara Walker, Area Assistant Superintendent, Central

RECOMMENDATION

That the Board of Education reappoints Ms. Jane Davis, Ms. Sharon Elliot, and Mr. Frank Thomas to the Central Area Educational Advisory Council.

*****
Baltimore County Public Schools

Date: September 8, 2009

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

1. **Contract Modification:** Math Teacher Professional Development Institute  
   **Contract #:** RGA-134-09  
   **Term:** N/A  
   **Extension:** 2 years  
   **Contract Ending Date:** 6/30/13  
   **Estimated total award value:** $94,200  
   **Estimated modification amount:** $2,437,800  
   **New estimated total award value:** $2,532,000  
   **Board meeting date:** September 8, 2009

**Description:**

On May 5, 2009, the board approved this contract for two week-long institutes during the summer with four 3½ hour follow-up sessions. This program is being expanded for an additional two years and will include Title I math teachers.

**Recommendation:**

Award of contract modification is recommended to:

- **Math Solutions**  
  Sausalito, CA

**Responsible school or office:** Department of Special Programs Pre K-12

**Contact person:** Sonja Karwacki

**Funding source:**  
- Title II funds  
- Title I stimulus funds (ARRA)
2. **Contract Extension:** Network-enabled Uninterruptible Power Supply Systems  
   **Contract #:** JMI-614-08 (Central Susquehanna Intermediate Unit Cooperative Bidding Program)

   **Term:** N/A  
   **Extension:** 2 years, 6 mo.  
   **Contract Ending Date:** 6/30/13

   **Estimated total award value:** $199,998  
   **Estimated modification amount:** $3,823,848  
   **New estimated total award value:** $4,023,846

   **Board meeting date:** September 8, 2009

   **Description:**

   On December 18, 2007, the board approved this contract for providing uninterruptible backup power supply systems for the fiber optic installations at schools and offices. This modification will increase funding to the level necessary to purchase additional power supply systems and related air conditioning equipment. These backup power supply systems are installed in the remote wiring closets of all high schools and most middle schools, and allow for protection of critical data network equipment during power lags and power spikes. Air conditioning systems will be purchased in support of mission-critical data communication equipment located within the Timonium Data Center and other remote server locations as the need arises. This contract extends authority to purchase these items through FY13.

   Board policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded or negotiated by other government agencies.

   **Recommendation:**

   Award of contract extension is recommended to:

   Magothy Technology, LLC  
   Pasadena, MD

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

   **Contact person:** Michael Goodhues

   **Funding source:** Operating budget
3. **Contract**: Assistive Technology  
   **Contract #:** PCR-258-10

   **Term:** Until replaced  
   **Extension:** N/A  
   **Contract Ending Date:** Until replaced  
   **Estimated annual award value:** $ 125,000

   **Board meeting date:** September 8, 2009  
   **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 providing augmentative communication devices to enable students who do not possess functional verbal communication skills. Equipment is provided through the Maryland Assistive Technology Cooperative, A.T.:L.A.S.T., Inc., which is funded, in part, by the Maryland State Department of Education to support Maryland’s schools with assistive technology.

**Recommendation:**

Award of contract is recommended to:

Savage, MD

**Responsible school or office:** Department of Technology  
**Contact person:** Michael Goodhues  
**Funding source:** Operating budget
4. **Contract**: BCPS Principals’ Academy  
**Contract #**: RGA-113-10  

**Term**: 1 year  
**Extension**: 0  
**Contract Ending Date**: 6/30/10  
**Estimated annual award value**: $68,000  
**Estimated total award value**: $68,000  

**Board meeting date**: September 8, 2009  
**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 consists of providing facilities and related expenses for the 2010 principals’ academy.

**Recommendation:**

Award of contract is recommended to:

- Rocky Gap Lodge and Golf Resort  
  Flintstone, MD

**Responsible school or office**: Department of Professional Development

**Contact person**: Barbara C. Bisset

**Funding source**: Operating budget
5. **Contract:** Personal Protective Equipment  
   **Contract #:** PCR-257-10  
   (Town of Purcellville, VA, Department of Public Works #08-05UNI)

<table>
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<tr>
<th>Term:</th>
<th>4 years</th>
<th>Extension:</th>
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<td></td>
</tr>
</tbody>
</table>

| Board meeting date: | September 8, 2009 |
| 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 providing uniform rental and laundering services for transportation, maintenance, and grounds personnel.

Board policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded or negotiated by other government agencies.

**Recommendation:**

Award of contract is recommended to:

Ace Uniform Services, Inc.  
Baltimore, MD  

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

**Contact person:**  
Michele Prumo  
Michael G. Sines

**Funding source:**  
Operating budget
6. **Contract:** Principal Leadership for the Whole Child  
**Contract #:** JNI-777-10  
**Term:** 2 years  
**Extension:** 1 year  
**Contract Ending Date:** 6/30/12  
**Estimated annual award value:** $250,000  
**Estimated total award value:** $750,000  
**Board meeting date:** September 8, 2009  
**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 providing professional development to Title I school principals to support ongoing learning and development of their leadership practices. MSDE has approved this program as meeting the guidelines for funding under the American Recovery and Reinvestment Act of 2009.

**Recommendation:**

Award of contract is recommended to:

- Association for Supervision and Curriculum Development (ASCD) Alexandria, VA

**Responsible school or office:** Department of Special Programs Pre-K-12

**Contact person:** Sonja Karwacki

**Funding source:** Title I stimulus funds (ARRA)
7. **Contract:** Safety Shoes  
**Contract #:** JMI-605-10 (Fairfax County, VA IFB08-939692-21)

<table>
<thead>
<tr>
<th>Term: 3 years, 5 months</th>
<th>Extension: 0</th>
<th>Contract Ending Date: 1/31/13</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$50,000</td>
<td>Estimated total award value: $170,833</td>
</tr>
</tbody>
</table>

**Board meeting date:** September 8, 2009  
**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 the purchase of safety shoes.

Board policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded or negotiated by other government agencies.

**Recommendation:**

Award of contract is recommended to:

- Saf-Gard Safety Shoe Co.  
- Lehigh Safety Shoe Company  
- Red Wing Shoe Industrial Sales  

**Lancaster, PA**  
**Nelsonville, OH**  
**Glen Burnie, MD**

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

**Contact person:** Michael G. Sines

**Funding source:** Operating budget
8. Contract: Teaching American History  
   Contract #: JNI-774-10

   Term: 3 years    Extension: 1 year    Contract Ending Date: 6/30/13
   Estimated annual award value: $249,544
   Estimated total award value: $998,176

   Board meeting date: September 8, 2009
   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 providing 60 teachers at various grade levels with the training and resources necessary to integrate active learning into their teaching to raise student achievement levels in American history.

   Recommendation:

   Award of contract is recommended to:

   University of Maryland, Baltimore County
   Catonsville, MD

   Responsible school or office: Department of Liberal Arts

   Contact person: Dr. Judith Smith

   Funding source: Grant funds
9. **Contract Modification:** Systemic Renovations – Sudbrook Magnet Middle School  
   **Contract #:** PCR-261-07

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

   **Estimated contract value:** $14,147,935  
   **Estimated modification amount:** $124,049

   **Board meeting date:** September 8, 2009

**Description:**

On May 8, 2007, the board approved a contract with Kinsley Construction Co., Inc., for the renovation of Sudbrook Magnet Middle School in the amount of $13,190,871, along with a 5.0% contingency amount of $659,544.

On March 10, 2009, the board approved an increase in the contingency to 7.3% ($957,064) due to unanticipated mechanical, structural, and electrical requirements. In addition, BGE required revisions to the power supply, electrical panels, breakers, and the electrical system.

Due to miscellaneous requirements that have risen during the final phases, it is necessary to increase the contingency amount to 8.2% ($1,081,113). The final total contract award value, including this modification, is, therefore, $14,271,984.

The construction administrator has reviewed the proposal and found it to be reasonable.

**Recommendation:**

Award of contract modification is recommended to:

   **Kinsley Construction Co.,**  
   York, PA

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget
10. **Contract Modification:** Consultant Services – Architectural/Engineering (A/E) Services – West Towson Elementary School  
   **Contract #:** JMI-630-08  
   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** N/A  
   **Estimated annual award value:** $1,825,545  
   **Estimated modification amount:** $50,000  
   **Board meeting date:** September 8, 2009  

**Description:**  
On April 8, 2008, the board approved this initial contract for $25,000 for professional architectural/engineering services for a new elementary school project.

On June 10, 2008, the board approved a contract modification for a not-to-exceed cost of $1,600,000 for: preparing the schematic design; completing the design development and the construction document phase; assisting with bidding; performing construction administration phase services; preparing estimates; and making state submissions for the construction of a new elementary school in the Towson area. The actual negotiated fee was for $1,599,423, or a total contract award value of $1,624,423.

On November 5, 2008, the board approved a contract modification to increase design fees for services to achieve LEED certification and additional surveying in the amount of $113,400.

On May 5, 2009, the board approved a contract modification for an additional $14,772 to perform a second traffic study as requested by the State Highway Association (SHA) per their review letter dated February 4, 2009. The board exhibit neglected to include the November 6, 2008, contract modification resulting in an error for the total contract value.

On August 11, 2009, an additional $22,950 for the commissioning agent for the LEED certification was added for the project. This contract modification also corrected the mistake from May 5, 2009.

This contract modification adds $50,000 in contingency design fees. Included within this contingency funding increase is $13,753 for the traffic light design that is required by the SHA, and other possible unforeseen fees associated with the design. The final total contract award value is, therefore, $1,825,545.

**Recommendation:**  
Award of contract modification is recommended to:  
   Design Collective, Inc.  
   Baltimore, MD
<table>
<thead>
<tr>
<th><strong>Responsible school or office:</strong></th>
<th>Department of Physical Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contact person:</strong></td>
<td>Michael G. Sines</td>
</tr>
<tr>
<td><strong>Funding source:</strong></td>
<td>Capital budget</td>
</tr>
</tbody>
</table>
11. Contract Modification: Systemic Renovations – Woodlawn Middle School  
   Contract #: MWE-829-06  
   Term: N/A   Extension: N/A   Contract Ending Date: N/A  
   Estimated contract value: $16,758,797  
   Estimated modification amount: $165,000  
   Board meeting date: September 8, 2009  

Description:  
On June 13, 2006, the board approved a contract with Phillips Way, Inc., for the renovation of Woodlawn Middle School in the amount of $15,324,000, along with a 9.3% contingency amount of $1,434,797.  

In order to abate, demolish, remove, and dispose of five state relocatable classrooms, it is necessary to increase the contingency amount to 10.4% ($1,599,797). The final total contract award value including this modification is, therefore, $16,923,797.  

The construction administrator has reviewed the proposal and found it to be reasonable.  

Recommendation:  
Award of contract modification is recommended to:  

Phillips Way, Inc.  
Finksburg, MD  

Responsible school or office: Department of Physical Facilities  

Contact person: Michael G. Sines  

Funding source: Capital budget
12. **Contract:** Roof Replacement – Bear Creek Elementary School  
   **Contract #:** MWE-803-10

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

   **Initial estimated contract value:** $1,695,929  
   **Estimated contingency amount:** $169,593  
   **Estimated total award value:** $1,865,522

   **Board meeting date:** September 8, 2009  
   **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 project consists of the removal of the existing roof system and the installation of approximately 72,189 square feet of a four-ply, built-up, cold-coat surface, and gravel roof system with a 20-year warranty.

**Recommendation:**

Award of contract is recommended to:

Pennsylvania Education Joint Purchasing Council (Weatherproofing Technologies, Inc.)  
Ashburn, VA

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget
13. **Contract:** Roof Replacement – Prettyboy Elementary School  
**Contract #:** PCR-250-10

<table>
<thead>
<tr>
<th>Term:</th>
<th>N/A</th>
<th>Extension:</th>
<th>N/A</th>
<th>Contract Ending Date:</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initial estimated contract value:</td>
<td>$623,381</td>
<td>Estimated contingency amount:</td>
<td>$62,338</td>
<td>Estimated total award value:</td>
<td>$685,719</td>
</tr>
</tbody>
</table>

**Board meeting date:** September 8, 2009  
**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 project consists of the removal of the existing roof system and the installation of approximately 34,405 square feet of a combination shingle and four-ply, built-up, cold-coat surface, and gravel roof system with a 20-year warranty.

**Recommendation:**

Award of contract is recommended to:

Pennsylvania Education Joint Purchasing Council (Weatherproofing Technologies, Inc.)  
Ashburn, VA

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget
14. **Contract:** Replacing Windows, Blinds, and Doors – Timber Grove Elementary School  
**Contract #:** MBU-502-10

<table>
<thead>
<tr>
<th>Term:</th>
<th>N/A</th>
<th>Extension:</th>
<th>N/A</th>
<th><strong>Contract Ending Date:</strong></th>
<th>N/A</th>
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</thead>
<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$ 300,800</td>
<td>Estimated contingency amount:</td>
<td>$ 30,080</td>
<td>Estimated total award value:</td>
<td>$ 330,880</td>
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</table>

| **Board meeting date:** | September 8, 2009 |
| **Bid issued:** | June 25, 2009 |
| **Pre-bid meeting date:** | July 7, 2009 |
| **Due date:** | August 4, 2009 |
| **No. of vendors issued to:** | 4 |
| **No. of bids received:** | 4 |
| **No. of no-bids received:** | 0 |

**Description:**

This project consists of the removal and replacement of the exterior windows, exterior doors and frames, window blinds, and other associated work.

**Recommendation:**

Award of contract is recommended to:

- **Phillips Way, Inc.**  
  Finksburg, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget
**Baltimore County Public Schools**

**Posting**

**Bid Number:** MBU-502-10  
**Bid Name:** Replacing Windows, Blinds, and Doors – Timber Grove Elementary School

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>Base Bid:</strong> (Include an allowance in Base Bid price of $10,000 for Industrial Hygienist.)</td>
<td>$296,000</td>
<td>$319,360</td>
<td>$413,000</td>
<td>$398,000</td>
</tr>
<tr>
<td><strong>Alternate #1</strong> (Contractor shall provide labor and material cost to remove and replace the entire hollow metal frame at Door 000 as shown in SK-5 per Addendum #3.)</td>
<td>$4,800</td>
<td>$5,310</td>
<td>$4,750</td>
<td>$21,600</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$300,800</td>
<td>$324,670</td>
<td>$417,750</td>
<td>$419,600</td>
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</tbody>
</table>
15. **Contract:** Baltimore Gas and Electric (BGE) – West Towson Elementary School  
**Contract #:** MBU-539-09

<table>
<thead>
<tr>
<th>Term:</th>
<th>N/A</th>
<th>Extension:</th>
<th>N/A</th>
<th><strong>Contract Ending Date:</strong></th>
<th>N/A</th>
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</thead>
<tbody>
<tr>
<td>Estimated annual award value:</td>
<td>$</td>
<td>52,101</td>
<td>Estimated contingency amount:</td>
<td>$</td>
<td>0</td>
</tr>
<tr>
<td>Estimated total award value:</td>
<td>$</td>
<td>52,101</td>
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</table>

**Board meeting date:** September 8, 2009

**Description:**
This contract consists of the design and installation of heating and hot water systems (to be fueled by natural gas) as required by BGE for the new school.

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

- **Baltimore Gas and Electric (BGE)**
  - Baltimore, MD

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

**Contact person:** Michael G. Sines

**Funding source:** Capital budget
16. **Contract:** Baltimore County Permits and Development Fees – West Towson Elementary School  
   **Contract #:** MBU-539-09

   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** N/A  
   Estimated annual award value: $72,465  
   Estimated contingency amount: $0  
   Estimated total award value: $72,465

   **Board meeting date:** September 8, 2009

   **Description:**

   This contract consists of utility work for water and sewer service to the new school and associated fees as required by Baltimore County Government.

   **Recommendation:**

   Award of contract is recommended to:

   Baltimore County Permits and Development  
   Baltimore, MD

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

   **Contact person:** Michael G. Sines

   **Funding source:** Capital budget
17. **Request to Negotiate:** Design Consultant Services for the Hampton Elementary School Renovation and Addition Project  
   **Contract #:** JNI-767-10  
   **Term:** N/A  
   **Extension:** N/A  
   **Contract Ending Date:** N/A  
   **Estimated contract value:** $1,052,712  
   **Estimated contingency amount:** $21,050  
   **Estimated total award value:** $1,073,762  
   **Board meeting date:** September 8, 2009  
   **Description:**  
   Professional Architectural/Engineering (A/E) services will be required to assist Baltimore County Public Schools (BCPS) with the Hampton Elementary School Renovation and Addition project. The services will include preparing Schematic Design, Design Development Phase, Construction Document Phase; assisting with Bidding, Construction Administration Phase services; preparing estimates; and making State submissions.  
   On August 14, 2009 the Selection Committee met, reviewed and discussed the proposals submitted by nineteen (19) pre-qualified Architectural consultants. This information was reviewed and the Selection Committee, based on the results of the evaluation and in accordance with the Board of Education’s Policy and Rule 3250, began contract negotiations with Hord Coplan Macht, Inc., as the highest ranked firm for the project.  
   A fee of $1,052,712 has been negotiated for services stated in the first paragraph. Approval of a 2% ($21,050) contingency is also requested at this time.  
   **Recommendation:**  
   Award of contract is recommended to:  
   Hord, Coplan, Macht, Inc.  
   Baltimore, MD  
   **Responsible school or office:** Department of Physical Facilities  
   **Contact person:** Michael G. Sines  
   **Funding source:** Capital budget
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE BOARD NORMS

ORIGINATOR: JoAnn C. Murphy, Board President

RESOURCE PERSON (S):

**RECOMMENDATION**

That the Board of Education approves the proposed revisions to the Board Norms.

*****

Attachment I – Board Norms
OUR FOCUS: MEETING THE NEEDS OF ALL OF OUR CHILDREN IN ALL OF OUR SCHOOLS

- We will treat each other with respect by:
  - Listening attentively,
  - Coming prepared to participate, and
  - Considering all points of view.

- We will interact respectfully with:
  - Members of the community,
  - Public officials,
  - The Superintendent, school system staff, and students, and
  - Each other

- We will communicate openly and honestly using established protocols.

- We will adhere to standards of ethical conduct and maintain confidentiality, particularly in the areas of closed sessions and administrative function sessions.

- We will recognize and support our collective decision-making responsibility.

- We will continually strive to expand our knowledge of public education and skills in governance through:
  - Conferences
  - Workshops
  - Seminars
  - Books and publications
  - Retreats

Board Norms
Adopted: 09/15/03
Revised: 08/28/05
Revised: 09/09/08
Readopted: _________
DATE: September 8, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE BOARD OF EDUCATION’S FOCUS AREAS FOR 2009-2010

ORIGINATOR: JoAnn C. Murphy, Board President

RESOURCE PERSON (S):

RECOMMENDATION

That the Board of Education approves its Focus Areas for 2009-2010.

*****

Attachment I – Focus Areas 2009-2010
**Board of Education Mission**

The Board of Education of Baltimore County is committed to providing a quality education for all students in safe and orderly schools by developing and implementing policies reflective of global conditions and community values while also ensuring the efficient and effective use of fiscal and human resources.

**Focus Areas 2009-2010**

Every year, the Baltimore County Public Schools Board of Education identifies specific focus areas. This document highlights the Board's focus areas for 2009-10 and shows how they are aligned with the school system’s foundational *Blueprint for Progress* and the Phi Delta Kappa curriculum audit.

<table>
<thead>
<tr>
<th>Performance Goals from the Baltimore County Public Schools <em>Blueprint for Progress</em></th>
<th>Board of Education Focus Areas for 2009-10</th>
</tr>
</thead>
</table>
| **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. | **Student Achievement**  
Through increased rigor and data-driven decision-making, promote continued advancement of student achievement in Baltimore County Public Schools (BCPS). |
| **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. | 1. Monitoring the success of programs through performance data. |
| **Performance Goal 5**  
All students will graduate from high school. | 2. Addressing the decline in student performance between elementary and middle school. |
| **Performance Goal 3**  
All students will be taught by highly qualified teachers. | 3. Providing teachers with ongoing assessments of students’ learning needs. |
|  | 4. Ensuring that all students are enrolled in rigorous courses preparing them to be college ready and career ready upon graduation. |
|  | 5. Expanding participation in Advanced Placement and SAT programs. |
|  | 6. Ensuring that all students have instruction in technology, art, music, and physical education. |
|  | 7. Monitoring 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 leadership and staff into underperforming schools. |
|  | 2. Providing effective professional development and resources to teachers to facilitate differentiated instruction. |
|  | 3. Advocating for competitive employee salaries and benefits. |

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Performance Goals from the Baltimore County Public Schools Blueprint for Progress

Performance Goal 4
All students will be educated in school environments that are safe and conducive to learning.

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. Exploring alternatives for additional school sites.
3. Developing a long range plan for providing air conditioning in all schools.
4. Supporting the Superintendent’s budget request related to safe school initiatives.
5. Incorporating the latest trends in “green” design into future construction/renovation projects.

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 strategies to spread the good news about BCPS at the local, state, and national levels.
3. Developing a legislative agenda, and sharing it with Board advisory and stakeholder 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.
7. Encouraging citizens to participate in the work of the Area Education Advisory Councils, which provide input to the Board.

Fiscal Management
Maintain BCPS status as a model of public sector fiscal management.

1. Continuing initiatives to enrich Board knowledge in fiscal areas.
2. Setting Board priorities and fiscal decisions based on hard data.
COMMUNITY RELATIONS: Community Involvement

Parent/Guardian and Family Involvement

I. GUIDELINES

A. Comprehensive programs of parent/guardian, family, and community involvement require schools to promote and support communicating, parenting, student learning, volunteering, school decision making and advocacy, collaborating with the community, and building partnerships at all grade levels in a variety of roles. The Superintendent will designate appropriate staff to ensure the following criteria:

1. [I.] Communicating
   a. [A.] Publicize the school’s commitment to parent/guardian, family and community involvement.
   b. [B.] Promote clear, two-way communication between school and home concerning school programs and students’ progress.
   c. [C.] Provide processes for addressing the concerns of parents/guardians, families, and community members.

2. [II.] Parenting
   a. [A.] Help parents/guardians and families enhance parenting skills and foster conditions that support students’ learning.

3. [III.] Student Learning
   a. [A.] Provide opportunities for parents/guardians, families, and community members to develop and refine the knowledge and skills needed to support students’ academic achievement, including activities and resources that connect to what students are learning in the classroom.

4. [IV.] Volunteering
   a. [A.] Promote effective use of volunteers in instructional and non-instructional roles.
5. [V.] School Decision Making and Advocacy
   a. [A.] Make parent/guardian and family involvement an integral component of the school improvement process.
   b. [B.] Support parents/guardians and families as decision makers and promote their leadership in advisory and advocacy roles.

6. [VI.] Collaborating with the Community
   a. [A.] Work cooperatively with community agencies that provide assistance to students as well as to parents/guardians and families.
   b. [B.] Seek partnerships with interested businesses and community organizations to promote student success.

7. [VII.] Building Partnerships
   a. [A.] Provide an inviting and welcoming environment where parent/guardian, family, and community involvement is valued and respected.
   b. [B.] Encourage the use of professional development opportunities and resources to support effective parent/guardian, family, and community involvement.

II. COMPLIANCE

A. All school-based and central office staff shall comply with the Parent/Guardian and Family Involvement Policy 1270 by implementing the strategies, activities, and measures cited in the Baltimore County Public Schools (BCPS) Master Plan, Goals 6 and 7, regarding parent/guardian and family involvement in the educational process.

B. SCHOOLS SHALL SEEK INVOLVEMENT FROM ALL PARENTS/GUARDIANS REGARDLESS OF THEIR EDUCATIONAL ATTAINMENT, RACE/ETHNICITY, GENDER, SOCIO-ECONOMIC STATUS, PRIMARY LANGUAGE, MARITAL STATUS, SEXUAL ORIENTATION, OR DISABILITY.

C. THE DEPARTMENT OF PROFESSIONAL DEVELOPMENT AND THE OFFICE OF TITLE I WILL ANNUALLY CONVENE A GROUP OF
RULE 1270

PARENTS AND COMMUNITY STAKEHOLDERS TO REVIEW THE BCPS PARENT/GUARDIAN AND FAMILY INVOLVEMENT POLICY, RULE, AND ADMINISTRATIVE PROCEDURES.

Legal References: 20 U.S.C. §6318 (No Child Left Behind Act OF 2001)
ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE § 4-112

Related Policies: Board of Education Policy 1100, Communication with the Public
Board of Education Policy 1200, Community Involvement
Board of Education Policy 1220, Citizens Advisory Committee
Board of Education Policy 1240, Visits to Schools
Board of Education Policy 1250, Participation in the Local School by Community Members
Board of Education Policy 1260, School Volunteers

Rule
Adopted: 5/23/91
Revised: 7/13/04
Revised: 5/20/08
REVISED: ______

Superintendent of Schools
ADMINISTRATION: Administrative Operations

[Accidents/Medical Emergencies] HEALTH AND SAFETY

I. [A.] Definition

A. Medical emergency is any health-related episode that involves students, school employees, student teachers, student interns, volunteers, and visitors that occurs during the school or workday where the individual is transported to a hospital or is referred for immediate medical care.

II. RESPONSIBILITIES

A. [B.] School nurses OR THEIR FIRST AID BACKUPS are responsible for rendering emergency care to all students, school employees, and visitors who need first aid and/or emergency care for health problems that occur on a school-site during the school day.

B. THERE WILL BE TWO PERSONNEL IN EACH SCHOOL DURING SCHOOL HOURS WHO ARE TRAINED AND CERTIFIED IN CARDIOPULMONARY RESUSCITATION (CPR), FIRST AID, AND THE AUTOMATIC EXTERNAL DEFIBRILLATOR.

C. THERE WILL BE AT LEAST ONE PERSON AT ALL ATHLETIC EVENTS WHO IS TRAINED AND CERTIFIED IN CPR, FIRST AID, AND THE AUTOMATIC EXTERNAL DEFIBRILLATOR.

D. THERE WILL BE TWO QUALIFIED PERSONNEL IN EACH OFFICE BUILDING WHO ARE CERTIFIED IN CPR AND THE AUTOMATIC EXTERNAL DEFIBRILLATOR.

E. ALL STUDENTS WILL BE PROVIDED WITH IMMEDIATE FIRST AID AND 911 EMERGENCY RESCUE SERVICES IF NEEDED WHEN A MEDICAL EMERGENCY EXISTS.

F. IF THE ATTENDING PHYSICIAN OF A TERMINALLY ILL CHILD HAS ENTERED A “DO NOT RESUSCITATE ORDER’ ON THE AUTHORIZATION OF THE CHILD’S PARENTS/GUARDIANS, ALL SCHOOL SYSTEM PERSONNEL MUST COMPLY WITH THE ORDER AND REFRAIN FROM MEDICAL INTERVENTIONS THAT ARE NOT
CONSISTENT WITH IT.

G. THE OFFICES OF STUDENT SUPPORT SERVICES AND RISK MANAGEMENT WILL BE RESPONSIBLE FOR PARTICIPATING IN THE INTERAGENCY SAFETY STEERING COMMITTEE AND REVIEWING AND UPDATING THE CRITICAL RESPONSE AND SCHOOL EMERGENCY SAFETY MANAGEMENT GUIDE.

H. ALL EMPLOYEES SHALL FOLLOW THE PROCEDURES SET FORTH IN THE CRITICAL RESPONSE AND SCHOOL EMERGENCY SAFETY MANAGEMENT GUIDE.

III. [C. Students] STUDENT ACCIDENTS/MEDICAL EMERGENCIES

A. [1.] Baltimore County Public Schools Standard Accident Report Form, BEBCO 49-5369-98, is to be completed after any accident if the student is sent home from school following emergency care or seeks medical evaluation or treatment as a result of the accident, or misses more than a half-day of school as a result of the accident. If a student experiences a medical emergency requiring transportation to the hospital by emergency medical services/911, A Student Accident Report Form, BEBCO 49-5369-98, is to be completed. The accident or medical emergency may occur in the school, on school property or school buses, during a field trip, or other school-sponsored activities.

B. [2.] Completion of the Student Accident Form is the responsibility of the principal or his/her designee. The report shall be completed in accordance with procedures outlined in the Critical Response and School Emergency Safety Management Guide and the Manual of School Health Nursing Practice.

1. A copy of the student’s accident report shall be filed in the student’s health record and maintained according to student records maintenance procedures.

2. The white copy of the form is to be used for the initial handwritten report. The canary copy is to be typed, signed, and retained in the student’s health record. The pink copy is to be forwarded to the Office of Risk Management within 72 hours of the accident or medical emergency.
3. The appropriate area assistant superintendent, the Office of Risk Management, and the Office of Health Services shall be notified immediately or within 24 hours if the student or school employee is sent directly to the hospital by ambulance from school.

4. All students who are involved in an accident in a Baltimore County Public Schools’ (BCPS) owned or leased vehicle and do not meet the criteria for immediate medical attention should be referred to the school nurse by the principal or his/her designee to be assessed immediately or on the day the accident occurred or the next school day. The school shall complete the reporting form for vehicle accidents involving students and send it to the Office of Risk Management within 72 hours.

IV. [D] Employees, Volunteers, Student Teachers, and Student Interns

A. [1] Workers’ Compensation procedures outlined in the Critical Response and School Emergency Safety Management Guide shall be followed for all employees, volunteers, student teachers, and student interns who have received first aid and/or medical intervention for a work-related accident or medical emergency.

B. [2] During school/work hours

1. All accidents/medical emergencies in which the school nurse renders care or is consulted regarding care shall be reported to the principal or his/her designee or appropriate office/supervisory personnel by the school nurse. A First Report Form for Workers’ Compensation shall be completed by the designated site-based liaison and faxed to the Workers’ Compensation Claims Unit within 24 hours.

2. All accidents/medical emergencies, which do not involve the school nurse, shall be reported to the principal or his/her designee or appropriate office/supervisory personnel by the employee, volunteer, or student teachers/intern. A First Report Form for Workers’ Compensation shall be completed by the designated site-based liaison and faxed to the Workers’ Compensation Claims unit within 24 hours.
C. [3] After-school/work hours

1. Accidents/medical emergencies shall be reported by the employee, volunteer, or student teacher/intern to the principal or his/her designee or appropriate office/supervisory personnel within 24 hours. A First Report Form for Workers’ Compensation shall be completed by the designated site-based liaison and faxed to the Workers’ Compensation Claims Unit within 24 hours.

2. The appropriate area assistant superintendent, the Office of Health Services, and the Office of Risk Management shall be notified immediately or within 24 hours by the school nurse if the employee, volunteer, or student teacher/intern is sent directly to the hospital from school by ambulance.

V. [E] Visitors

A. During school/work hours

1. All accidents/medical emergencies in which the school nurse renders care or is consulted regarding care shall be reported to the principal or his/her designee or appropriate office/supervisory personnel by the school nurse. All information shall be recorded on the Bodily Injury Report Form for Visitors/General Public. The completed form shall be mailed or faxed as soon as possible or no later than 24 hours to the Office of Risk Management. Visitors shall be given the telephone number of the Office of Risk Management by the principal or his/her designee or appropriate office/supervisory personnel for any follow-up concerns.

2. All accidents/medical emergencies, which do not involve the school nurse, shall be reported to the principal or his/her designee or appropriate office/supervisory personnel by the visitor or board of education employee present at the emergency. Information shall be recorded on the bodily injury report form for visitors/general public. The completed form shall be mailed or faxed as soon as possible but no later than 24 hours to the Office of Risk Management.

3. The appropriate area assistant superintendent, the Office of Health Services, and the Office of Risk Management shall be notified
Rule 2352

immediately or within 24 hours by the school nurse if the visitor is sent directly to the hospital from school by ambulance and by the principal or his/her designee or appropriate office/supervisory personnel if the visitor is sent directly to the hospital from an office site by ambulance.

B. [2] After-school/work hours

1. Accidents/medical emergencies shall be reported by the visitor or Board of Education OF BALTIMORE COUNTY (BOARD) employee who is present to the Office of Security. The Office of Security will then report all accidents to the building principal or his/her designee or appropriate office/supervisory personnel within 24 hours of the accident. The Office of Security shall record all information on the Bodily Injury Report Form for Visitors/General Public and mail or fax within 24 hours to the Office of Risk Management. Visitors shall be given the telephone number of the Office of Risk Management by the Office of Security for any follow-up concerns.

2. The appropriate area assistant superintendent, the Office of Health Services, and the Office of Risk Management shall be notified by the building principal or his/her designee within 24 hours if the visitor is sent directly to the hospital from school or an office site by ambulance.

VI. [F] Vehicular Accidents

A. All vehicular accidents, which occur with Board, owned or leased vehicles shall be reported immediately to the Office of Transportation.

B. THE OFFICE OF TRANSPORTATION WILL BE RESPONSIBLE FOR UPDATING AND REVIEWING A GUIDE FOR SCHOOL BUS DRIVERS AND ATTENDANTS, WHICH PROVIDES FURTHER DIRECTION IN THE EVENT OF A SCHOOL-BUS RELATED EMERGENCY.
Rule 2352

Adopted: 08/14/75
Revised: 04/09/81
Revised: 11/09/99
Revised: 03/25/03
Revised: 01/08/08
REVISED: ____________
PERSONNEL: GENERAL

I. PENSION SYSTEM ELIGIBILITY

A. STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND

ALL PERMANENT EMPLOYEES WHO ARE ELIGIBLE FOR MEMBERSHIP IN THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND UNDER MARYLAND LAW AND WHO ARE EXPECTED TO WORK 500 OR MORE REGULAR HOURS IN A FISCAL YEAR ARE REQUIRED TO ENROLL AS A CONDITION OF EMPLOYMENT AND SHALL BECOME A MEMBER AS OF THE DATE ON WHICH EMPLOYMENT BEGINS.

B. BALTIMORE COUNTY EMPLOYEES’ RETIREMENT SYSTEM

ALL PERMANENT EMPLOYEES WHO ARE INELIGIBLE FOR ENROLLMENT IN THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND WILL HAVE THE OPPORTUNITY TO ENROLL, UPON SATISFACTORY COMPLETION OF A PHYSICAL EXAMINATION, IN THE BALTIMORE COUNTY EMPLOYEES’ RETIREMENT SYSTEM. EMPLOYEES WHO DO NOT ELECT TO ENROLL WITHIN TWO (2) YEARS OF THEIR EMPLOYMENT DATE ARE BARRED FROM JOINING THE SYSTEM AT A LATER DATE.

C. EXCEPTIONS

BALTIMORE COUNTY PUBLIC SCHOOL EMPLOYEES WHO ARE MEMBERS OF THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND MAY MAINTAIN THEIR MEMBERSHIP IF THEY ACCEPT A NEW POSITION WHICH IS INELIGIBLE FOR MEMBERSHIP UNDER MARYLAND LAW.

MEMBERS OF THE BALTIMORE COUNTY EMPLOYEES’ RETIREMENT SYSTEM WHO ACCEPT A POSITION ELIGIBLE FOR MEMBERSHIP IN THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND ARE REQUIRED TO LEAVE THE BALTIMORE COUNTY PLAN.

D. INELIGIBILITY FOR ENROLLMENT
SUBSTITUTES, TEMPORARY EMPLOYEES, LUNCHROOM AIDES, AND STUDENT LEARNERS ARE INELIGIBLE FOR ENROLLMENT IN EITHER SYSTEM.

II. CONTINUATION OF EMPLOYEE BENEFITS

A. ELIGIBILITY – DEFINITION OF RETIREE

ANY EMPLOYEE WHO, UPON SEPARATION FROM THE BALTIMORE COUNTY PUBLIC SCHOOLS, WILL RECEIVE MONTHLY RETIREMENT BENEFITS FROM THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND OR THE BALTIMORE COUNTY EMPLOYEES’ RETIREMENT SYSTEM WILL, UPON SEPARATION, BE CONSIDERED A RETIREE.

ANY EMPLOYEE SEPARATED FROM THE BOARD OF EDUCATION WHO DOES NOT MEET THIS CRITERIA IS NOT TO BE DESIGNATED A RETIREE.

B. MEDICAL COVERAGE

UPON RETIREMENT FROM THE BOARD OF EDUCATION, ELIGIBLE RETIREES AND THEIR DEPENDENTS MAY PARTICIPATE IN A MEDICAL PLAN SPONSORED BY THE BOARD PROVIDED THEY ARE RECEIVING A PENSION FROM THE STATE RETIREMENT AND PENSION SYSTEM OF MARYLAND OR THE BALTIMORE COUNTY EMPLOYEES’ RETIREMENT SYSTEM. DETAILS OF THOSE BENEFITS ARE STIPULATED IN THE MASTER AGREEMENTS.

C. LIFE INSURANCE

UPON RETIREMENT FROM THE BOARD, ELIGIBLE RETIREES MAY CONTINUE THEIR LIFE INSURANCE COVERAGE AT THE BASIC LEVEL, AS WELL AS A PORTION OF THEIR OPTIONAL COVERAGE AS PERMITTED BY THE INSURANCE CONTRACT. THE COST OF THE COVERAGE IS PAID ENTIRELY BY THE RETIREE UNLESS THE INSURANCE COMPANY GRANTS A DISABILITY WAIVER.
RULE 4010

ELIGIBLE RETIREES HAVE THE PRIVILEGE OF CONVERTING ALL OR A PORTION OF THEIR INSURANCE FROM TERM TO ORDINARY LIFE INSURANCE AT THE PREVAILING RATE ESTABLISHED BY THE INSURANCE CARRIER AT THE TIME SUCH CONVERSION OCCURS. THE BOARD OF EDUCATION DOES NOT PARTICIPATE IN FUNDING ONCE A CONVERSION HAS BEEN EFFECTED.

LEGAL REFERENCE:  
ANNOTATED CODE OF MARYLAND, TITLE 22
BALTIMORE COUNTY CODE ARTICLE 5, TITLE 1
ANNOTATED CODE OF MARYLAND, TITLE 22,
SUBTITLE 04 MEMBERSHIP
COMAR 13A.07.02.01B
COMAR 22.01.12.01

RULE
ADOPTED: ______

Superintendents of Schools
PERSONNEL: Professional

Professional Growth

[1. Early Dismissal for Professional Growth

Principals may assume the responsibility of granting permission for teachers to leave school prior to the normal time, but not prior to pupil dismissal, in order to attend college courses, provided:

   a. Early departure is necessary in order for the teacher to reach his/her destination on time

   b. Early departure will not interfere with the teacher’s regular assignment or duties

   c. The course being taken is part of a program of professional advancement and/or improvement in the field of education

2. Meetings - Attendance and Reimbursement

   a. Central staff administrators may request permission to attend one conference per calendar year, with no loss in pay and with reimbursement in accordance with current budget provisions.

   b. Principals may request permission to attend one conference per calendar year with no loss in pay. Each principal’s organization may send one representative to a conference with no loss in pay and with reimbursement in accordance with current budget provisions.

   c. A supervisor may recommend that a member of the teaching staff attend a conference, if it is believed that this experience will be of benefit to the teacher and to the members of the staff who might share a report of the proceedings.

   d. The Superintendent of Schools and/or members of the immediate staff may designate members to represent them at conferences, or may authorize other members of the staff to attend meetings that might not have been covered in the procedure outlined above.
e. Before making arrangements to attend a convention, individuals must have the approval of the Superintendent of Schools or his/her designee.

Also see the rule on this subject, Article 3, Business, “Expense Reimbursements.”

I. PROFESSIONAL DEVELOPMENT

A. PROFESSIONAL DEVELOPMENT IS DEFINED AS A COMPREHENSIVE, SUSTAINED, AND INTENSIVE APPROACH TO IMPROVING EMPLOYEES’ EFFECTIVENESS IN RAISING STUDENT ACHIEVEMENT.

B. PROFESSIONAL DEVELOPMENT PROVIDES LEARNING OPPORTUNITIES THAT IMPROVE AN EMPLOYEE’S PERFORMANCE AND/OR MEETS COMPLIANCE STANDARDS.

II. PROFESSIONAL DEVELOPMENT PLAN

THE DEPARTMENT OF PROFESSIONAL DEVELOPMENT IS RESPONSIBLE FOR ESTABLISHING AND MAINTAINING A PROFESSIONAL DEVELOPMENT PLAN THAT IS ALIGNED WITH SYSTEMWIDE GOALS FOR STUDENT LEARNING AND CONTINUOUS IMPROVEMENT. THE PROFESSIONAL DEVELOPMENT PLAN WILL ESTABLISH PROCESSES AND PROCEDURES THAT PROVIDE:

A. CENTRAL CONTROL AND COORDINATION OF ALL PROFESSIONAL DEVELOPMENT.

B. PROFESSIONAL DEVELOPMENT OPPORTUNITIES TO MEET ORGANIZATIONAL, GROUP, AND INDIVIDUAL LEARNING NEEDS IN A SYSTEMIC MANNER.

C. SYSTEMIC AND COORDINATED DELIVERY OF NEEDED KNOWLEDGE AND SKILLS FOCUSED ON IMPROVEMENT OF STUDENT ACHIEVEMENT.

D. SYSTEMS OF EVALUATION TO DETERMINE THE EFFECTIVENESS OF PROFESSIONAL DEVELOPMENT IN TERMS OF LEARNER ACHIEVEMENT.
III. PROFESSIONAL DEVELOPMENT OPPORTUNITIES

A. PROFESSIONAL DEVELOPMENT OPPORTUNITIES WILL BE PROVIDED WITHIN BCPS OR IN COOPERATION WITH OUTSIDE ORGANIZATIONS. SUCH OPPORTUNITIES MAY INCLUDE WORKSHOPS, SEMINARS, CONFERENCE ATTENDANCE, CLASSROOM VISITATIONS, AND COURSE WORK.

B. ALL PROFESSIONAL DEVELOPMENT WILL BE PLANNED AND IMPLEMENTED IN ACCORDANCE WITH APPLICABLE MASTER AGREEMENTS.

C. SYSTEMWIDE PROFESSIONAL DEVELOPMENT

1. THE DIVISION OF CURRICULUM AND INSTRUCTION IS RESPONSIBLE FOR PROVIDING PROFESSIONAL DEVELOPMENT TO SUPPORT THE EFFECTIVE IMPLEMENTATION OF CURRICULA.

2. ALL CENTRAL OFFICES ARE RESPONSIBLE FOR PROVIDING PROFESSIONAL DEVELOPMENT TO SUPPORT ALL PERSONNEL IN THE PERFORMANCE OF ASSIGNED DUTIES.

3. ALL CENTRAL OFFICES ARE RESPONSIBLE FOR PROVIDING THE PROFESSIONAL DEVELOPMENT TO ADDRESS LOCAL, STATE, OR FEDERAL REQUIREMENTS.

D. SCHOOL-BASED PROFESSIONAL DEVELOPMENT

1. PRINCIPALS ARE RESPONSIBLE FOR PROVIDING FOR PROFESSIONAL DEVELOPMENT WITHIN THE SCHOOL IN ACCORDANCE WITH THE NEEDS OF THE SCHOOL AND FACULTY.

E. PROFESSIONAL GROWTH OPPORTUNITIES PROVIDED BY OUTSIDE ORGANIZATIONS

1. EMPLOYEES MAY PARTICIPATE IN PROFESSIONAL GROWTH OPPORTUNITIES PROVIDED BY ACCREDITED INSTITUTIONS OF HIGHER LEARNING OR OTHER PROFESSIONAL
ORGANIZATIONS. EMPLOYEES ARE RESPONSIBLE FOR COMPLIANCE WITH REQUIRED POLICIES, PROCEDURES, AND APPROVAL PROCESSES.
Permanent: Retirement

Employees who wish to continue working after age seventy (70) will adhere to the following procedures:

1. Employees in the Maryland State Retirement Systems (See, Policy 4119-Separation)

2. Employees in the Employees Retirement System of Baltimore County

   The Baltimore County Code, Sec. 20-18, provides “any member in the service who has attained the age of seventy... shall be retired forthwith, or on the first day of the next calendar month: except, that any member who is an elected or appointed official of the county may remain in service until the end of the term of his or her office for which he or she was elected or appointed. Notwithstanding the foregoing, on written request of the employer to the Board of Trustees starting that such an employee is mentally or physically capable of carrying out his or her duties, and request being approved by the Board of Trustees, the employee may be continued in service for a period of one year, and for successive periods of one year each as the result of each such request and approval.”

   The request is to be accompanied by a copy of the County Health Clinic of passed physical, stating the employee is mentally and physically capable of continuing his employment.

   The department head or his official delegate must appear in person before the Board, stating the reasons the employee is to be retained. If for some reason the department head cannot appear, the delegation of his replacement must be in writing.

   The following employee(s) in your department will be 70 years old on ________________.

   Kindly advise the retirement system secretary, prior to ________________, your reasons if your recommendation is to retain this employee.
3. Employees not eligible for either retirement system

An employee may request of the Board of Education on opportunity to continue in service for a period of one year each as the result of each such request and approval.

The request is to be accompanied by a statement from a proper medical authority that the employee is mentally and physically capable of continuing his employment. Such a request must be accompanied by a recommendation from the appropriate division head indicating the reasons for the employee to be retained.
INSTRUCTION

Grouping

The placement of each individual within a group where he will work best, where he will have a sense of belonging and status, and where his mental health will be safeguarded and improved shall be the objective of grouping. Progress and growth of students shall be stressed. An organization based to some degree upon levels of achievement and ability in the several subjects may also be used. Social and emotional growth considerations, however, require the inclusion of definite provisions for flexibility in such an organization. It may be desirable to permit students to work in groups which are more heterogeneous for part of the day and more homogeneous for the other part of the day, on the basis of certain skills or abilities. The pattern which gives the greatest amount of aid to teachers in individualizing instruction shall be the accepted practice.

Flexible grouping also suggests grouping within the class, so that students may be assisted in specific areas of need and interest. These groups shall usually be formed for short periods and changed frequently.

Many opportunities shall be provided in the school program to allow for experiences in which students from different grades come together. Assemblies, student government, activities interest clubs, and other such groupings provide opportunities for students of different ages to associate together. At other times, students shall be encouraged and permitted to study and work independently with self-direction and with a minimum of supervision.

Whatever practices of grouping may be adopted, they shall be accompanied by a variety of appropriate materials and methods to facilitate optimum learning for each student.

Elementary Schools

Grouping of pupils in elementary schools is a matter for local decision. Principals will be responsible for determining the basis for grouping by working with area director, general supervisors, the vice-principal, guidance counselor, and teachers. The kind of organizational pattern being utilized in the school will also help determine the grouping of pupils.
Junior High Schools

Certain junior high schools might be selected to conduct a pilot study of the result of individual scheduling in all grades, which would provide for a greater degree of homogeneity in all subjects.

Specific provisions shall be made for a series of articulation meetings between each junior high school and its feeder elementary schools to develop common understandings relative to grouping and marking standards and practices.

Senior High Schools

It is recommended that there be some uniformity in grouping in the Baltimore County high schools, while at the same time leaving room for experimentation by individual schools.

In order to provide the flexibility required for any effective scheme of grouping, attention must be given to maintaining class size at such a level that a student may move, or be moved, up or down in the groups.

Rule

Superintendent of Schools

Approved: 11/21/68]
INSTRUCTION

Prayer and Bible Reading

No attempt shall be made to prevent voluntary prayer or Bible reading on the part of any student as long as it does not interfere with normal activities required of the student.

The reading or reciting of appropriate inspiration passages which are not considered to be a part of a prayer or Holy Scripture and the requiring of a moment of silent meditation are quite appropriate for opening exercise.

The policy of the Board of Education stating that principals, teachers, and other agents of the Board of Education may not authorize the reading of the Bible or the saying of prayer as a devotional exercise, prohibits a principal or teacher from allowing anyone from outside the school to conduct such activities with school students during school hours.

School hours shall be interpreted to be from the time students arrive at the school in the morning until they leave in the afternoon.

Rule 6306

Superintendent of Schools

Approved: 10/31/69]
INSTRUCTION: Special Programs

Gifted and Talented Education Program

I. THE OFFICE OF GIFTED AND TALENTED EDUCATION (GTE) SHALL ESTABLISH PROCEDURES FOR IMPLEMENTING THE GIFTED AND TALENTED PROGRAM IN ELEMENTARY, MIDDLE, AND HIGH SCHOOLS. THESE PROCEDURES WILL ENCOMPASS THE CONTENT OF THE HANDBOOK OF PROCEDURES FOR IMPLEMENTING THE GIFTED AND TALENTED EDUCATION PROGRAM. PROCEDURES SHALL INCLUDE INFORMATION ON THE FOLLOWING:

A. STUDENT IDENTIFICATION AND PLACEMENT

1) PRIMARY TALENT DEVELOPMENT, K-2
2) REFERRAL AND REVIEW PROCESS
3) APPEALS PROCESS
4) PARENT COMMUNICATIONS

B. PROGRAM IMPLEMENTATION

1) TEACHER QUALIFICATIONS
2) INSTRUCTIONAL AND DIFFERENTIATION STRATEGIES
3) GRADE OR COURSE ACCELERATION
4) DATA COLLECTION AND ANALYSIS

C. PROGRAM REVIEW AND REPORTING

II. UNDER THE DIRECTION OF THE AREA ASSISTANT SUPERINTENDENTS, PRINCIPALS ARE RESPONSIBLE FOR MONITORING THE ADMINISTRATION AND INSTRUCTIONAL DELIVERY OF THE GIFTED AND TALENTED EDUCATION PROGRAM AND SHALL ESTABLISH A GTE REFERRAL AND REVIEW TEAM IN EACH SCHOOL. THE RESPONSIBILITIES OF THE TEAM INCLUDE: COLLECTING AND ANALYZING STUDENT DATA, AND; COMMUNICATING STUDENT PLACEMENT RECOMMENDATIONS TO PARENTS.
[1. DEFINITIONS

A. The term gifted and talented refers to those students who give evidence of high achievement capability in areas such as intellectual, creative, artistic, or leadership capacity, or specific academic fields, who need specific services or activities in order to fully develop those capabilities. A gifted and talented elementary or secondary student is identified by professionally qualified individuals as having outstanding talent and performing or showing the potential for performing at remarkably high levels of accomplishment when compared with other students of a similar age, experience, or environment.

B. Differentiation refers to multiple instructional approaches used to address gifted and talented students’ unique abilities and interests by varying the instructional content, processes, and products. Differentiated instruction for gifted and talented students accelerates and enriches grade-level instructional content using overarching concepts and themes and advanced instructional materials. Instructional processes are varied to incorporate flexible pacing and opportunities to engage in advanced research and problem solving characteristic of professionals in the field. Differentiated products and performance assessments apply learning meaningfully to complex, authentic tasks.

C. Acceleration of instruction means that students are provided with more complex and challenging material which they are expected to master at a faster pace. As used in this rule, acceleration occurs in various forms and may include, but is not limited to, the following:

1) Curriculum compacting. The student is pre-assessed to determine skill mastery. The mastered material is then replaced with enriched or accelerated content;

2) Subject acceleration. For one or more specific subjects, a student is advanced to another grade level without being promoted to a higher grade level;

3) Grade level acceleration. A student is promoted to the next grade level;

4) Concurrent enrollment. A student is enrolled in college courses while in high school;
5) **Advanced placement courses.** Students are enrolled in college level courses as preparation to take advanced placement exams for college credit.

**D.** Enrichment of instruction means that students are provided with curriculum and instructional techniques that challenge their advanced academic needs. The instructional program is differentiated to meet the unique learning styles, learning rates, interests, abilities and needs of the gifted and talented students. As used in this rule, enrichment includes but is not limited to differentiation in:

1) Content (what is taught, e.g. more in-depth examination of topics, greater emphasis on creative and critical thinking skills, etc.);
2) Sequence and pacing;
3) Instructional strategies (how content is taught, e.g., greater emphasis on students as active participants, etc.);
4) Products (opportunities for the students to demonstrate and apply learning through creation of original products); and
5) Learning environment (the context in which learning occurs, e.g. on-line course offerings, student groupings, independent study, collaboration with outside resources such as colleges and businesses, etc.).

**2. Student Identification and Placement**

Student identification and placement for Gifted and Talented Education is ongoing. As used in this rule, student identification and placement consists of early talent development K-2, a school-based process for ongoing student referral and review, program recommendations, and a process for appeals.

**A. Early Talent Development, K – 2**

1) All elementary schools shall be required to implement the primary talent development (PTD) program K-2 in order to recognize, nurture, and challenge the potential of all children.3

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2 *Annotated Code of Maryland, Education Article §8-201.*
2) Schools shall document evidence of each child’s PTD learning behaviors in a cumulative K-2 portfolio used to make referrals to the Gifted and Talented Education program at the end of grade 2.

B. The Student Referral and Review Process

1) The Office of Gifted and Talented Education shall annually provide to schools the timelines and procedures for student referral and review. Elementary and secondary schools shall inform parents about the nature, content, and expectations of the school’s Gifted and Talented Education program, including providing parents with, among other items, a copy of the “Mission and Goals” and “Characteristics of Gifted Learners” sections of the Handbook of Procedures for Implementing the Gifted and Talented Education Program.

2) Elementary and secondary schools shall encourage ongoing student referrals from a variety of sources, including but not limited to teachers, parents, test data, and self-nominations.

3) Elementary and secondary schools shall be responsible for establishing diverse, interdisciplinary Gifted and Talented Education referral and review teams that implement a comprehensive student profile assessment process and operate according to the timelines and procedures outlined in the elementary, middle, or high school Handbook of Procedures for Implementing the Gifted and Talented Education Program.

4) Elementary and secondary school Gifted and Talented Education referral and review teams shall, on an annual basis, review their referral and review procedures. The team’s review should address equity of access by analyzing disaggregated school and Gifted and Talented Education program student enrollment data.

3 Baltimore County Public Schools Primary Talent Development; Primary Talent Development Supplemental Lessons (1996, 2000).
C. Program Recommendations

1) Elementary and secondary school Gifted and Talented Education referral and review teams shall inform parents when recommending that a student enter or exit the Gifted and Talented Education program. The referral and review teams shall also at this time provide parents with the list of resources (e.g. reading materials and websites) regarding Gifted and Talented students and Gifted and Talented education as provided by the Office of Gifted and Talented Education. This communication shall take place according to the timelines and procedures outlined in the elementary, middle, or high school Handbook of Procedures for Implementing the Gifted and Talented Education Program.

2) The Gifted and Talented Education curriculum incorporates various forms of acceleration. In accordance with Board of Education Policy and Rule 5200, Students: Promotion and Retention, the Executive Director of Special Programs PreK-12 shall approve all recommendations for subject and grade acceleration.

3) A student in the Gifted and Talented Education program who also has special needs documented on an individualized education plan (IEP) or 504 plan shall receive the appropriate program modifications, accommodations, and/or services required by that plan.

4) When the referral and review team recommends that a student either exit or not enter the Gifted and Talented Education program, the team shall immediately provide the parents with the description of the Appeals procedures including timing.

D. Appeals

1) Parents/guardians of students may appeal the student placement recommendation of the school’s Gifted and Talented Education referral and review team.

2) The first step in the appeal process is a parent/guardian conference with a school administrator and representative from the referral and review team to review the data on the student profile used to make the program recommendation.
3) After this conference, if the parent/guardian and the school do not come to an agreement regarding appropriate placement, the parent may appeal the school’s decision to the coordinator of the office of Gifted and Talented Education and Magnet programs. The school will provide the parent with a “Request for Gifted and Talented Education Appeal” from the elementary, middle, or high school Handbook of Procedures for Implementing the Gifted and Talented Education Program.

4) End-of-year appeals for the following school year must be received in the office of Gifted and Talented Education and Magnet programs by May 30 or the nearest business day thereafter in order to be considered.

5) The Coordinator of Gifted and Talented Education and Magnet programs will review the appeal, collect additional data as deemed necessary, and make a recommendation to the school for student placement. Such decision can be further appealed to the Superintendent’s designee.

3. **Program Implementation**

   A. The school principal, under the direction of the Executive Director of Schools, shall administer the Gifted and Talented Education program in the local school according to the procedures for student identification, program articulation and administration, curriculum and instruction, and parent communication specified in the elementary, middle, or high school Handbook of Procedures for Implementing the Gifted and Talented Education Program.

   B. Elementary and secondary schools shall implement the differentiated Gifted and Talented Education curricula developed by the curriculum offices in the Division of Curriculum and Instruction.

   C. As specified in the elementary, middle, or high school Handbook of Procedures for Implementing the Gifted and Talented Education Program, elementary and secondary schools, with the assistance of the office of Gifted and Talented Education, shall provide teaching staff with information regarding the characteristics of giftedness, differentiation
strategies, and gifted and talented education referral and review procedures and timelines.

D. The office of Gifted and Talented Education shall make available to all teaching staff and administrators professional development in Gifted and Talented Education including training in such items as characteristics and identification of Gifted and Talented students, social and emotional differences, need for and concept of differentiated educational services, administrative alternatives and program options to support acceleration and enrichment, and differentiated teaching strategies.

E. A student in the Gifted and Talented Education program who also has special needs documented on an individualized education plan (IEP) or 504 plan shall receive the appropriate services pursuant to law.

4. **Program Review and Reporting**

A. Each school principal shall conduct an annual review regarding the school’s implementation of the procedures outlined in this Rule and in the Handbook of Procedures for Implementing the Gifted and Talented Education Program, and shall provide a report to the Area Assistant Superintendent outlining the results of that review together with identifying any changes being implemented for improvement.

B. The executive leadership shall submit to the Superintendent two annual reports for the Gifted and Talented Education program as follows: a copy of the annual Report on Results as submitted to the Maryland State Department of Education, and, by October 1 of each year, a status report that includes disaggregated student enrollment, retention and achievement data, curriculum, program implementation, teacher certification and training, allocation of resources for curriculum and professional development, as well as program needs. The Superintendent shall recommend to the Board of Education strategies to address needs and areas for improvement.
RULE 6401

C. The school system shall contract periodic external program reviews to ensure continuous improvement in the Gifted and Talented education program’s goals.

Rule
Adopted: 09/09/03
REVISED: 

Superintendent of Schools