MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

MONTHLY WORK SESSION

Tuesday, May 24, 2011
5:00 P.M.-Closed Session, 6:30 P.M. – Work (Open) Session
Educational Support Services Building

I. PLEDGE OF ALLEGIANCE

II. SILENT MEDITATION IN REMEMBRANCE

III. AGENDA

Consideration of the agenda for May 24, 2011

IV. SPECIAL ORDER OF BUSINESS – Recognition of Student Board member, Rohan Goswami (Mr. Hines)

V. NEW BUSINESS

A. Consideration of consent to the following personnel matters: (Dr. Peccia)
   1. Transfers Exhibit A
   2. Retirements Exhibit B
   3. Administrative Appointments Exhibit C

B. Consideration of Hearing Officer’s Opinion in Case No. 10-28 (Andrew Nussbaum, Esq.)

C. Consideration of Hearing Officer’s Opinion in Case No. 11-32 (Andrew Nussbaum, Esq.)

VI. WORK SESSION REPORTS

A. Report on the following Board of Education Policies (first reading): (Mr. Coleman)
   • Proposed Changes to Policy 1300 – COMMUNITY RELATIONS: Use of School Facilities Exhibit D
   • Proposed Changes to Policy 5550 – STUDENTS: Conduct-Disruptive Behavior Exhibit E
   • Proposed New Policy 5551 – STUDENTS: Gang Activity and Similar Destructive or Illegal Behavior Exhibit F
VI. WORK SESSION REPORTS (cont)

B. Report on AVID *(Ms. Karwacki/Dr. Douglas)*
   Exhibit G

C. Update on Baltimore County Public School’s (BCPS) Restructuring *(Assistant Superintendents)*
   Exhibit H

VII. INFORMATION

A. New Superintendent’s Rule 4009 – PERSONNEL: General-Employee Insurance Exhibit I

B. Implementation of New Race Codes Exhibit J

C. MyLivePD Tutor.com Exhibit K

D. Financial Report for months ending March 31, 2010 and 2011 Exhibit L

E. Northeast Area Education Advisory Council Meeting Minutes of May 3, 2011 Exhibit M

F. Southeast Area Education Advisory Council Meeting Minutes of April 11, 2011 Exhibit N

VIII. ANNOUNCEMENTS

Next Board Meeting Tuesday, June 14, 2011
7:00 PM Greenwood
### BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204

May 24, 2011

#### RECOMMENDED TRANSFERS

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
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<tbody>
<tr>
<td>JOHN T. FOLEY</td>
<td>Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2011)</td>
<td>Dundalk Middle School</td>
<td>Meadowood Education Center</td>
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(Replacing C. Anthony Thompson, retired)

as of 5/24/11
Baltimore County Public Schools
Towson, Maryland 21204

May 24, 2011

**Retirements**

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<tr>
<th>Name</th>
<th>Position</th>
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<th>Yrs. of Service</th>
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<tr>
<td>Darla Evans</td>
<td>Principal</td>
<td>Deep Creek Elementary</td>
<td>29.8</td>
<td>07/01/11</td>
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<tr>
<td>Manuel Rodriguez</td>
<td>Assistant Superintendent</td>
<td>Assistant Superintendent, Middle Schools</td>
<td>6.0</td>
<td>07/01/11</td>
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<tr>
<td>NAME</td>
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<td>SHARON J. MASON</td>
<td>Assistant Principal</td>
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<td>(Effective July 1, 2011)</td>
<td>Deep Creek Elementary School</td>
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<td>(Replacing Darla Evans, retiring)</td>
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<tr>
<td>EDWARD NEWSOME, JR.</td>
<td>Director of School Performance</td>
<td>Assistant</td>
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<td>(Effective July 1, 2011)</td>
<td>Montgomery County Public Schools</td>
<td>Superintendent</td>
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<td>Middle Schools</td>
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Baltimore County Public Schools

Date: May 24, 2011

To: Board of Education

From: Dr. Joe A. Hairston, Superintendent

Subject: Report on the Proposed Changes to Policy 1300, Community Relations – Use of School Facilities

Originator: Joe A. Hairston, Superintendent

Resource Person(s): Michael Sines, Executive Director, Department of Physical Facilities

Recommendation

That the Board of Education reviews the proposed changes to Policy 1300. This is the first reading.

* * * * *

Attachment I – Policy Analysis
Attachment II – Policy 1300
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 1300
USE OF SCHOOL FACILITIES

Statement of Issues or Questions Addressed
At the request of the Board of Education, staff has revisited Policy 1300 and its accompanying Superintendent’s Rule and recommends the following amendments:

1. Include in the Policy a direct link to the Use of School Facilities application form;
2. Include a list of groups authorized to use school facilities;
3. Outline conditions of use, including making the applicant responsible for complying with state and county requirements and insuring that all third party vendors have appropriate permits and licenses;
4. Waive fees and insurance requirements for meetings of fewer than 50 individuals;
5. Insert appeal language to the Board of Education.

Cost Analysis and Fiscal Impact on School System
Costs will be dependent upon the number of appeals filed pursuant to the revision of this policy, including court reporters, transcripts, and staff time.

Relationship to Other Board of Education Policies
1. Board of Education Policy 1210, Relationship with Parent-Teacher (Student) Associations
2. Board of Education Policy 2352, Health and Safety
3. Board of Education Policy 2361, Distribution of Non-School Materials
4. Board of Education Policy 2370, Conduct
5. Board of Education Policy 2372, Tobacco
6. Board of Education Policy 3125, School Activity Funds
7. Board of Education Policy 3130, Relationships with Private Business for Purpose of Providing Products or Services to Students
8. Board of Education Policy 3160, School-Sponsored Activities
9. Board of Education Policy 3530, Safety and Security
10. Board of Education Policy 6301, School Calendar
11. Board of Education Policy 8363, Conflict of Interest
12. Board of Education Policy 8340, Appeals to the Board of Education

Legal Requirements
1. 29 U.S.C. §794, Section 504 of the Rehabilitation Act of 1973
4. 28 CFR Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services
5. Annotated Code of Maryland, Education Article, §7-108, Use of School Property for Other than School Purposes – In General
6. Annotated Code of Maryland, Education Article, §7-109, Use of School Property for Other than School Purposes – Priority for Day Care Program
7. Annotated Code of Maryland, Education Article, §7-110, Charges for Use and Liability for Damages
8. COMAR 13A.02.04, Tobacco-free School Environment Authority
9. COMAR 29.06.01, Fire Prevention Code Authority: Public Safety Article

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy KC, Use of School Facilities
2. Howard County Board of Education, Policy 10020, Use of School Facilities by Non-School Groups
3. Montgomery County Board of Education, Policy KEA-EA, Use of School Property for Other than School Purposes
4. Prince George’s County Board of Education, Policy 1330, Community Use of School Facilities
5. Prince George’s County Board of Education, Policy 1331, Shared Space of School Facilities by Non-Commercial Users

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives considered.

Timeline
First reading – May 24, 2011
Public comment – June 14, 2011
Third reading/vote – July 12, 2011
COMMUNITY RELATIONS: USE OF FACILITIES

Use of School Facilities

I. PHILOSOPHY [General]

   A. The Board of Education of Baltimore County (Board) encourages the use of school facilities for community purposes when such use does not interfere with the scheduled school program. The use of BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS) buildings and grounds for cultural, civic, educational, recreational, and charitable purposes is a long-standing practice. The Board is committed to the concept of joint utilization of facilities. This has been demonstrated by sharing facilities with the Baltimore County Department of Recreation and Parks and other agencies.

II. GUIDELINES

   A. [B.] It is the primary responsibility of the Board to operate schools in such a manner as to provide the optimum learning environment. Any commitment to joint utilization shall not impinge on the commitment to provide educational opportunities as economically and efficiently as possible. Under no circumstances should the use of school facilities for community purposes be viewed as a mechanism for keeping a school open.

   B. [C.] Organizations desiring to use school facilities shall COMPLETE THE Application for Use of School Facilities form AND FORWARD THE COMPLETED FORM TO the principal of the school involved. [Administrative rules and a statement of costs related to the use of buildings or grounds shall be attached to the application form.] THE APPLICATION FOR USE OF SCHOOL FACILITIES IS ATTACHED TO THIS POLICY AS POLICY 1300, FORM A AND MAY ALSO BE OBTAINED FROM THE SCHOOL PRINCIPAL.

   C. The Board reserves the right AND GRANTS TO THE SUPERINTENDENT THE AUTHORITY to revoke any APPROVED APPLICATION ISSUED IN ACCORDANCE WITH THIS POLICY [permit which has been issued, to a group or agency; this includes programs] where the use of the facility interferes with the Department of Physical Facilities’ projects.

   D. Permission for the use of a facility and/or grounds may be immediately revoked if an urgent need for use of a facility and/or grounds for school activities or educational purposes arise, or for a violation of operating rules and procedures.
III. USE OF SCHOOL FACILITIES BY GROUPS AND ORGANIZATIONS

A. SPACE IN BCPS FACILITIES AND/OR GROUNDS MAY BE USED BY THE BALTIMORE COUNTY DEPARTMENT OF RECREATION AND PARKS; THE COMMUNITY COLLEGE OF BALTIMORE COUNTY (CCBC); PARENT-TEACHER (STUDENT) ASSOCIATIONS (PTSA); OTHER COUNTY, STATE, AND FEDERAL AGENCIES; AND OTHER GROUPS AND ORGANIZATIONS.

B. ALL GROUPS AND ORGANIZATIONS MUST COMPLETE AN APPLICATION FOR USE OF SCHOOL FACILITIES FOR EACH PLANNED ACTIVITY OR EVENT.

C. AN APPLICATION FOR USE OF SCHOOL FACILITIES WILL BE EVALUATED BASED ON THE FOLLOWING CRITERIA IN PRIORITY ORDER:
   1. BCPS CURRICULAR OR EXTRACURRICULAR PROGRAMS OR FACILITY OPERATIONS RELATED ACTIVITIES;
   2. ACTIVITIES SPONSORED BY THE BALTIMORE COUNTY DEPARTMENT OF RECREATION AND PARKS AND ITS AFFILIATED COMMUNITY RECREATION COUNCILS CONSISTENT WITH THE TERMS INCORPORATED IN THE JOINT USE AGREEMENT;
   3. PT(S)A BUSINESS MEETINGS, EDUCATIONAL PROGRAMS, AND OTHER EVENTS;
   4. CONTINUING EDUCATION PROGRAMS SPONSORED BY CCBC AT THE SITES IDENTIFIED IN THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN CCBC AND BCPS;
   5. CHILD CARE PROGRAMS;
   6. OTHER COUNTY, STATE, AND FEDERAL AGENCIES;
   7. OTHER APPROVED USERS.

IV. CONDITIONS OF USE

A. GROUPS AND ORGANIZATIONS MUST COMPLY WITH ALL BCPS POLICIES, RULES, AND REGULATIONS WHEN USING SCHOOL BUILDINGS AND/OR GROUNDS. FAILURE TO ENSURE COMPLIANCE BY ALL PARTICIPANTS AND ATTENDEES IN THE ACTIVITY MAY RESULT IN IMMEDIATE DENIAL OF AN APPLICATION OR REVOCATION OF AN APPROVED PERMIT.

B. THE FOLLOWING ACTIVITIES ARE NOT PERMITTED:
   1. THE USE, SALE, OR POSSESSION OF ALCOHOLIC BEVERAGES.
2. THE USE, SALE, OR POSSESSION OF ILLEGAL DRUGS.
3. THE USE OR SALE OF ANY FORM OF TOBACCO.
4. THE USE OF OBSCENE AND/OR ABUSIVE LANGUAGE.
5. RAFFLES, QUARTER AUCTIONS, AND ALL OTHER GAMES OF CHANCE (FOR BINGO, SEE SECTION D OF THIS POLICY.)
6. ANY ACTIVITY LIKELY TO PROVOKE OR ADD TO A PUBLIC DISTURBANCE.
7. ANY ACTIVITY DETERMINED TO EXPOSE BCPS, ITS PROPERTY, STAFF, STUDENTS, AND ALL INDIVIDUALS/BUSINESSES WITH WHOM THE SCHOOL SYSTEM HAS A RELATIONSHIP TO RISK OF DAMAGE, LOSS, AND/OR BODILY HARM.
8. ANIMALS IN BCPS FACILITIES AND/OR ON SCHOOL GROUNDS ARE PROHIBITED. THIS PROHIBITION INCLUDES, BUT IS NOT LIMITED TO, ANIMAL SHOWS, CIRCUS TRAINING, OBEDIENCE CLASSES, AND EXHIBITIONS.
   a. THIS PROHIBITION DOES NOT APPLY TO A SERVICE ANIMAL THAT MUST ACCOMPANY AN INDIVIDUAL WITH A DISABILITY PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, AS PROVIDED IN THE GUIDELINES DELINEATED IN THE DEPARTMENT OF PHYSICAL FACILITIES’ USE OF FACILITIES MANUAL.
9. ACTIVITIES THAT ARE PERSONAL IN NATURE SUCH AS BIRTHDAY PARTIES, ANNIVERSARY CELEBRATIONS, WEDDING RECEPTIONS, AND OTHER SIMILAR ACTIVITIES.
10. TEMPORARY OR PERMANENT ALTERATIONS OR CHANGES TO PHYSICAL STRUCTURE OF BCPS BUILDINGS AND GROUNDS.
11. POSTING OF POLITICAL CIRCULARS OR PETITIONS AND THE USE OF SCHOOL OR OFFICE RESOURCES TO CONDUCT POLITICAL ACTIVITY.
12. OTHER ACTIVITIES PROHIBITED BY BCPS’ POLICY, RULE, OR PROCEDURES.
13. THE BOARD GRANTS TO THE SUPERINTENDENT THE RIGHT TO REJECT ANY APPLICATION FOR USE OF SCHOOL FACILITIES IF IT IS DEEMED THAT THE BUILDING OR GROUNDS IS OVERUSED OR UNDER CONSTRUCTION.
C. CHILD CARE PROVIDERS MUST EXECUTE A LEASE AGREEMENT ISSUED BY THE OFFICE OF PURCHASING AND MAY ONLY ACCEPT SCHOOL-AGED CHILDREN ENROLLED IN THE SCHOOL HOUSING THE CHILD CARE PROGRAM.

D. FAMILY BINGO EVENT
1. AN APPLICANT, FOR A FAMILY BINGO EVENT, WILL OBTAIN A BINGO LICENSE, AS REQUIRED, FROM THE BALTIMORE COUNTY DEPARTMENT OF PERMITS AND DEVELOPMENT MANAGEMENT (PDM), OR ITS SUCCESSOR OR OTHER DESIGNATED COUNTY OFFICE, AND COMPLY WITH ALL REQUIRED PERMITS, AS WELL AS PDM RULES AND REGULATIONS, EXCEPT WITH REGARD TO THE AWARD OF ANY CASH PRIZES.
2. AN APPLICANT ENTITY AND ITS MEMBERS MUST PERSONALLY MANAGE, OPERATE, AND CONDUCT ALL ASPECTS OF THE FAMILY BINGO EVENT.
3. NO CASH PRIZES WILL BE AWARDED FOR BINGO; THE ESTIMATED CASH VALUE OF NON-CASH PRIZES AWARDED SHALL NOT BE GREATER THAN $500.00.

E. A REASONABLE ADMISSION OR OTHER FEE MAY BE CHARGED BY THE SPONSORING ENTITY.

F. AN APPROVED USER MAY NOT ALLOW ANOTHER ENTITY TO ASSUME ITS PERMIT TO USE THE FACILITY AND/OR GROUNDS.

G. IN THE EVENT THE APPLICANT ALLOWS A THIRD PARTY VENDOR TO SELL ANY ITEMS IN BCPS FACILITIES AND/OR GROUNDS, IT IS THE RESPONSIBILITY OF THE APPLICANT TO ENSURE THAT ALL SUCH VENDORS HAVE APPROPRIATE PERMITS AND LICENSES FROM THE STATE OF MARYLAND AND FROM BALTIMORE COUNTY GOVERNMENT. IT IS THE SOLE RESPONSIBILITY OF THE APPLICANT AND THE VENDOR TO ENSURE THAT, IF APPLICABLE, APPROPRIATE STATE AND LOCAL TAXES ARE PAID FOR ALL SALES OCCURRING IN BCPS FACILITIES AND/OR GROUNDS.

H. APPROVAL OF REQUESTS AND THE ASSESSMENT OF FEES FOR THE USE OF FACILITIES AND/OR GROUNDS WILL BE DEPENDENT UPON THE FOLLOWING CRITERIA:
1. AVAILABILITY OF SPACE ON THE DATES AND DURING THE TIMES REQUESTED.
a. APPROVED REQUESTS WILL BE ASSESSED FEES BASED ON THE BCPS CHARGES SCHEDULE.
   i. FEES FOR USE OF FACILITIES WILL BE WAIVED FOR MEETINGS OF LESS THAN 50 INDIVIDUALS WITH THE EXCEPTION OF THE CUSTODIAL RATES.

2. PRIORITY OF USERS ACCORDING TO THE LIST IN SECTION III (C.) ABOVE.

3. THE PROPOSED ACTIVITY MAY NOT CONFLICT WITH ANY MAINTENANCE, OPERATIONS, OR CONSTRUCTION ACTIVITIES SCHEDULED BY THE DEPARTMENT OF PHYSICAL FACILITIES.

4. THE ACTIVITY’S COMPATIBILITY WITH THE EDUCATION SPACE AND THE DESIGNED USE AND PURPOSE OF BUILDINGS AND GROUNDS.

5. THE PROPOSED ACTIVITY MAY HAVE NO POTENTIAL FOR PHYSICAL DEGRADATION OF BUILDINGS AND GROUNDS AND NO ADVERSE IMPACT ON TRAFFIC PATTERNS, PEDESTRIAN SAFETY, AND AVAILABILITY OF PARKING.

6. THE PROPOSED ACTIVITY WILL COMPLY WITH ALL OCCUPANCY, FIRE, HEALTH, SAFETY, AND CAPACITY CODES, INCLUDING LOCAL, STATE, AND FEDERAL LAWS, RULES, AND REGULATIONS THAT GOVERN THE PROPOSED ACTIVITY AND BCPS FACILITIES.

7. PROVISION OF ADEQUATE INSURANCE CERTIFICATE AND COMPLIANCE WITH ALL INSURANCE REQUIREMENTS.

8. ASSESSMENT OF PROPOSED ACTIVITY FOR POTENTIAL PROPERTY DAMAGE, LOSS, AND/OR BODILY HARM.

9. FOR INDOOR ACTIVITIES INVOLVING 50 OR MORE PEOPLE, THE APPLICANT WILL PROVIDE DOCUMENTATION OF CROWD MANAGEMENT TRAINING IN ACCORDANCE WITH THE STATE OF MARYLAND FIRE CODE.

10. EVALUATION AND APPROVAL BY THE DEPARTMENT OF PHYSICAL FACILITIES OF THE APPLICANT’S PROVISION OF AN APPROPRIATE AND ADEQUATE PLAN FOR FACILITY AND/OR GROUNDS CLEAN UP AND RESTORATION PLANS FOR THE PROPOSED ACTIVITY.
11. EVALUATION AND APPROVAL BY THE OFFICE OF FOOD AND NUTRITION SERVICES OF ACTIVITIES INVOLVING ANY PREPARATION OF FOOD, SERVING OF FOOD, OR CONCESSIONS ON-SITE.

12. PROPOSED ACTIVITIES MUST BE OPEN TO ALL INDIVIDUALS AND NOT DISCRIMINATE IN ANYWAY ON THE BASIS OF AGE, COLOR, DISABILITY, GENDER, NATIONAL OR ETHNIC ORIGIN, RACE, RELIGION, OR SEXUAL ORIENTATION.

V. APPEAL PROCESS

A. IF AN APPLICATION FOR USE OF SCHOOL FACILITIES IS DENIED, THE APPLICANT MAY FILE AN APPEAL WITH THE EXECUTIVE DIRECTOR, DEPARTMENT OF PHYSICAL FACILITIES.

   1. THE APPEAL MUST BE MADE IN WRITING AND FILED WITHIN TEN (10) CALENDAR DAYS OF THE DATE OF DENIAL.

   2. AN APPEAL WILL BE DEEMED TIMELY FILED IF IT IS DEPOSITED IN THE UNITED STATES MAIL AND POSTMARKED BEFORE THE EXPIRATION OF THE TIME; OR HAND DELIVERED TO THE EXECUTIVE DIRECTOR, DEPARTMENT OF PHYSICAL FACILITIES.

B. THE EXECUTIVE DIRECTOR, DEPARTMENT OF PHYSICAL FACILITIES WILL REVIEW ALL DOCUMENTATION AND WILL ISSUE, ON BEHALF OF THE SUPERINTENDENT, A FINAL DECISION. THE DECISION WILL BE MADE IN WRITING AND WILL BE MAILED TO THE APPLICANT.

C. ANY APPLICANT WHO IS DISSATISFIED WITH THE DECISION RENDERED BY THE EXECUTIVE DIRECTOR, DEPARTMENT OF PHYSICAL FACILITIES, MAY APPEAL THAT DECISION TO THE BOARD OF EDUCATION OF BALTIMORE COUNTY. APPEALS TO THE BOARD WILL BE SUBJECT TO THE PROVISIONS OF BOARD OF EDUCATION POLICY 8340, APPEAL BEFORE THE BOARD OF EDUCATION.

   1. ALL APPEALS TO THE BOARD OF EDUCATION MUST BE NOTED, IN WRITING, WITHIN 30 CALENDAR DAYS OF THE DATE OF THE DENIAL BY THE EXECUTIVE DIRECTOR, DEPARTMENT OF PHYSICAL FACILITIES.
VI. IMPLEMENTATION

THE BOARD DIRECTS THE SUPERINTENDENT TO IMPLEMENT THIS POLICY.

[II. Gambling

A. Gambling, raffles, and all other games of chance on Board property or in connection with school projects are prohibited with the exception of Bingo.

III. Alcoholic Beverages and Drugs

A. The use, sale, or possession of alcoholic beverages and illegal drugs on Board property or in connection with school projects is prohibited.

IV. Tobacco

A. The Board prohibits the sale and use of any form of tobacco in and/or on school system owned or leased property and grounds at all times.

V. Obscene and Abusive Language

A. The use of obscene and/or abusive language on Board property or in connection with school projects is prohibited.

VI. Exceptions to Use of Facilities

A. The Board may refuse the use of any facility and/or grounds if the Office of Operations determines that this use is likely to provoke or add to a public disturbance.]

28 CFR PART 35, NONDISCRIMINATION ON THE BASIS OF DISABILITY IN STATE AND LOCAL GOVERNMENT SERVICES
Annotated Code of Maryland, Education Article, §7-108, Use of School Property for Other than School Purposes – In General
Annotated Code of Maryland, Education Article, §7-109, Use of School Property for Other than School Purposes – Priority for Day Care Program
Annotated Code of Maryland, Education Article, §7-110, Charges for Use and Liability for Damages
COMAR 13A.02.04, Tobacco-free School Environment Authority
COMAR 29.06.01, Fire Prevention Code Authority: Public Safety Article

Related Policies: Board of Education Policy 1210, Relationship with Parent-Teacher (Student) Associations
Board of Education Policy 2352, Health and Safety
BOARD OF EDUCATION POLICY 2361, DISTRIBUTION OF NON-SCHOOL MATERIALS
Board of Education Policy 2370, Conduct
Board of Education Policy 2372, Tobacco
Board of Education Policy 3125, School Activity Funds
Board of Education Policy 3130, Relationships with Private Business for Purpose of Providing Products or Services to Students
Board of Education Policy 3160, School-Sponsored Activities
Board of Education Policy 3530, Safety and Security
Board of Education Policy 6301, School Calendar
Board of Education Policy 8363, Conflict of Interest

Policy
Board of Education of Baltimore County
Adopted: 09/18/68
Revised: 10/26/78
Edited: 02/26/81
Revised: 01/23/86
Revised: 05/20/08
Revised: 07/13/10
REVISED: __________
I. Philosophy:
   A. The Board of Education of Baltimore County (Board) encourages the use of school facilities for community purposes when such use does not interfere with the scheduled school program. The use of Baltimore County Public Schools (BCPS) buildings and grounds for cultural, civic, educational, recreational, and charitable purposes is a long-standing practice. The Board is committed to the concept of joint utilization of facilities. This has been demonstrated by sharing facilities with the Baltimore County Department of Recreation and Parks and other agencies.

II. Guidelines
   A. It is the primary responsibility of the Board to operate schools in such a manner as to provide the optimum learning environment. Any commitment to joint utilization shall not impinge on the commitment to provide educational opportunities as economically and efficiently as possible. Under no circumstances should the use of school facilities for community purposes be viewed as a mechanism for keeping a school open.

   B. Organizations desiring to use school facilities shall complete the Application for Use of School Facilities form and forward the completed form to the principal of the school involved.

   C. The Board reserves the right and grants to the Superintendent the authority to revoke any approved application issued in accordance with this policy where the use of the facility interferes with the Department of Physical Facilities' projects.

   D. Permission for the use of a facility and/or grounds may be immediately revoked if an urgent need for use of a facility and/or grounds for school activities or educational purposes arise, or for a violation of operating rules and procedures.

III. Use of School Facilities by Groups and Organizations:
   A. Space in BCPS facilities and/or grounds may be used by the Baltimore County Department of Recreation and Parks; the Community College of Baltimore County (CCBC); Parent-Teacher (Student) Associations (PTSA); other county, state, and federal agencies; and other groups and organizations.

   B. All groups and organizations must complete an Application for Use of School Facilities for each planned activity or event.

   C. An Application for Use of School Facilities will be evaluated based on the following criteria in priority order:
      1. BCPS curricular or extracurricular programs or facility operations related activities;
      2. Activities sponsored by the Baltimore County Department of Recreation and Parks and its affiliated community recreation councils consistent with the terms incorporated in the Joint Use Agreement;
      3. PT(S)A business meetings, educational programs, and other events;
      4. Continuing education programs sponsored by CCBC at the sites identified in the Memorandum of Understanding (MOU) between CCBC and BCPS;
      5. Child care programs;
      6. Other county, state, and federal agencies;
      7. Other approved users.

IV. Conditions of Use
   A. Groups and organizations must comply with all BCPS Policies, Rules, and regulations when using school buildings and/or grounds. Failure to ensure compliance by all participants and attendees in the activity may result in immediate denial of an application or revocation of an approved permit.

   B. The following activities are not permitted:
      1. The use, sale, or possession of alcoholic beverages.
      2. The use, sale, or possession of illegal drugs.
      3. The use or sale of any form of tobacco.
      4. The use of obscene and/or abusive language.
      5. Raffles, quarter auctions, and all other games of chance. (For bingo, see section D.)
      6. Any activity likely to provoke or add to a public disturbance.
      7. Any activity determined to expose BCPS, its property, staff, students, and all individuals/businesses with whom the school system has a relationship to risk of damage, loss, and/or bodily harm.
      8. Animals in BCPS facilities and/or on school grounds are prohibited. This prohibition includes, but is not limited to, animal shows, circus training, obedience classes, and exhibitions.
         a. This prohibition does not apply to a service animal that must accompany an individual with a disability pursuant to the Americans with Disabilities Act. (See Department of Physical Facilities’ Use of Facilities Manual for guidelines.)
      9. Activities that are personal in nature such as birthday parties, anniversary celebrations, wedding receptions, and other similar activities.
      10. Temporary or permanent alterations or changes to the physical structure of BCPS buildings and grounds.
      11. Posting of political circulars or petitions and the use of school or office resources to conduct political activity.
      12. Other activities prohibited by BCPS’ Policy, Rule, or procedures.
      13. The Board grants to the Superintendent the right to reject any Application for Use of School Facilities if it is deemed that the building or grounds is overused or under construction.

   C. Child care providers must execute a lease agreement.

   D. Family Bingo Event
      1. An applicant, for a family bingo event, will obtain a bingo license, as required, from the Baltimore County Department of Permits and Development Management (PDM), or its successor or other designated county office, and comply with all required...
permits, as well as PDM rules and regulations, except with regard to the award of any cash prizes.
2. An applicant entity and its members must personally manage, operate, and conduct all aspects of the family bingo event.
3. No cash prizes will be awarded for bingo; the estimated cash value of non-cash prizes awarded shall not be greater than $500.00.
E. A reasonable admission or other fee may be charged by the sponsoring entity.
F. An approved user may not allow another entity to assume its permit to use the facility and/or grounds.
G. In the event the applicant allows a third party vendor to sell any items in BCPS facilities and/or grounds, it is the responsibility of the applicant to ensure that all such vendors have appropriate permits and licenses from the State of Maryland and from Baltimore County Government. It is the sole responsibility of the applicant and the vendor to ensure that, if applicable, appropriate state and local taxes are paid for all sales occurring in BCPS facilities and/or grounds.
H. Approval of requests and the assessment of fees for the use of facilities and/or grounds will be dependent upon the following criteria:
1. Availability of space on the dates and during the times requested.
   a. Approved requests will be assessed fees based on the BCPS Charges Schedule.
   i. Fees for use of facilities will be waived for meetings of less than 50 individuals with the exception of the custodial rates.
2. Priority of users according to the list in section III (C.) above.
3. The proposed activity may not conflict with any maintenance, operations, or construction activities scheduled by the Department of Physical Facilities.
4. The activity’s compatibility with the education space and the designed use and purpose of buildings and grounds.
5. The proposed activity may have no potential for physical degradation of buildings and grounds and no adverse impact on traffic patterns, pedestrian safety, and availability of parking.
6. The proposed activity will comply with all occupancy, fire, health, safety, and capacity codes including local, state and federal laws, rules, and regulations that govern the proposed activity and BCPS facilities.
7. Provision of adequate insurance certificate and compliance with all insurance requirements.
8. Assessment of proposed activity for potential property damage, loss, and/or bodily harm.
9. For indoor activities involving 50 or more people, the applicant will provide documentation of crowd management training in accordance with the State of Maryland Fire Code.
10. Evaluation and approval by the Department of Physical Facilities of the applicant’s provision of an appropriate and adequate plan for facility and/or grounds cleanup and restoration plans for the proposed activity.
11. Evaluation and approval by the Office of Food and Nutrition Services of activities involving any preparation of food, serving of food, or concessions on-site.
12. Proposed activities must be open to all individuals and not discriminate in any way on the basis of age, color, disability, gender, national or ethnic origin, race, religion, or sexual orientation.

V. APPEAL PROCESS
A. If an Application for Use of School Facilities is denied, the applicant may file an appeal with the Executive Director, Department of Physical Facilities.
   1. The appeal must be made in writing and filed within ten (10) calendar days of the date of denial.
   2. An appeal will be deemed timely if it is deposited in the United States mail and postmarked before the expiration of the time; or hand delivered to the Executive Director, Department of Physical Facilities.
B. The Executive Director, Department of Physical Facilities will review all documentation and will issue, on behalf of the Superintendent, a final decision. The decision will be made in writing and will be mailed to the applicant.
C. Any applicant who is dissatisfied with the decision rendered by the Executive Director, Department of Physical Facilities, may appeal that decision to the Board of Education of Baltimore County. Appeals to the Board will be subject to the provisions of Board of Education Policy 8340, Appeal Before the Board of Education.
   1. All appeals to the Board of Education must be noted, in writing, within 30 calendar days of the date of the denial by the Executive Director, Department of Physical Facilities.

VI. IMPLEMENTATION
Additional guidelines governing the use of BCPS school facilities are found in Superintendent’s Rule 1300, Use of School Facilities and in the Department of Physical Facilities’ Use of Facilities Manual.
NAME OF GROUP/ORGANIZATION – COMPLETE LEGAL NAME (NO ABBREVIATIONS)

<table>
<thead>
<tr>
<th>TYPE OF GROUP/ORGANIZATION – CHECK ONE AND ATTACH PROOF OF INCORPORATION, ASSOCIATION, AND/OR NON-PROFIT STATUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ BCPS</td>
</tr>
<tr>
<td>☐ Baltimore County Department of Recreation &amp; Parks</td>
</tr>
<tr>
<td>☐ PT(S)A</td>
</tr>
<tr>
<td>☐ CCBC: continuing education programs</td>
</tr>
</tbody>
</table>

PERSON RESPONSIBLE FOR ACTIVITY/EVENT

<table>
<thead>
<tr>
<th>ADDRESS &amp; EMAIL</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>PHONE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DESCRIPTION OF PROPOSED ACTIVITY – CAREFULLY REVIEW LIST OF ACTIVITIES NOT PERMITTED ON PREVIOUS PAGE</th>
</tr>
</thead>
</table>

Provide brief written description:

☐ BCPS sponsored activity/event

<table>
<thead>
<tr>
<th>PURPOSE AND HISTORY</th>
</tr>
</thead>
</table>

The primary purpose of this activity is to:

☐ Hold a meeting
☐ Provide educational enrichment
☐ Provide childcare services
☐ Support community recreation & well-being
☐ Provide school/community entertainment
☐ Other: _________________________

Our organization has held this activity at a BCPS facility in the past:

☐ No
☐ Yes
If yes, please list most recent occurrence (month(s)/year(s)) and location (name of BCPS school(s)):

☐ Calendar
☐ Location

☐ Our organization has held this activity at another location (non-BCPS) in the past. Please list most recent occurrence and location:

☐ Calendar
☐ Location

<table>
<thead>
<tr>
<th>FOOD AND VENDORS</th>
</tr>
</thead>
</table>

Food and/or beverages will be offered as follows (check all that apply - all food items must be Commercially prepared at a facility approved for food service):

☐ Commercially prepared packaged food/beverages
☐ Commercially prepared off site, not pre-packaged (i.e. catered)
☐ Prepared on-site by caterer or other food service vendor

We anticipate using the services of a third party:

☐ Food vendor(s)
☐ Furniture/equipment rental service
☐ Paid entertainment
☐ Promoter, event organizer/host
☐ Other: _________________________

<table>
<thead>
<tr>
<th>ATTENDANCE, INSURANCE, AND PERMITS</th>
</tr>
</thead>
</table>

Anticipated attendance (if over 50, applicant must provide documentation of crowd management training. Contact the Baltimore Co. Fire Dept. for information):

Estimated Attendance _________________________

Our organization is currently insured for this activity (see accompanying Insurance Requirements for the Use of Facilities by Organizations form):

☐ Certificate of insurance is waived for meetings of less than 50 individuals
☐ Yes, already on file with BCPS (BC Rec & Parks, PTA)
☐ Yes, a certificate of insurance is attached
☐ No, but we will acquire a certificate of insurance within ten (10) days prior to use and as a condition of final approval, if required.

Applicant’s proposed activity may require permits not related to or provided by BCPS. Proof of receipt of such permits may be required.

Activities may include but are not limited to (contact Baltimore County Office of Permits for information):

☐ Gathering permit
☐ Bingo
☐ Child care license
☐ Parade
☐ Other: _________________________
**SCHOOL FACILITY AND/OR GROUNDS REQUESTED – COMPLETE NAME (NO ABBREVIATIONS)**

<table>
<thead>
<tr>
<th>ROOM(S) / AREA(S) REQUESTED</th>
<th>SERVICES &amp; FIXTURES/EQUIPMENT REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Auditorium</td>
<td>☐ Additional fees for use may be assessed.</td>
</tr>
<tr>
<td>☐ Cafeteria (not including kitchen facilities)</td>
<td>☐ Kitchen space (note: must be approved in advance by Office of Food and Nutrition Services) specify use:</td>
</tr>
<tr>
<td>☐ Classrooms: list number of rooms needed</td>
<td>☐ Air conditioning (may not be available in all areas of all buildings)</td>
</tr>
<tr>
<td>☐ Gymnasium</td>
<td>☐ Audio</td>
</tr>
<tr>
<td>☐ Multi-purpose or special-use room (specify):</td>
<td>☐ Lighting</td>
</tr>
<tr>
<td>☐ Library</td>
<td>☐ Other:</td>
</tr>
<tr>
<td>☐ Grounds (specify):</td>
<td></td>
</tr>
<tr>
<td>☐ Parking lot(s)</td>
<td></td>
</tr>
<tr>
<td>☐ Other:</td>
<td></td>
</tr>
</tbody>
</table>

**ONE-TIME EVENT / ACTIVITY**

<table>
<thead>
<tr>
<th>Date(s) - including consecutive days of one-time event (Mo./Day/Yr.)</th>
<th>Times (include set-up and break-down time)</th>
<th>Total hours for event/activity*</th>
</tr>
</thead>
</table>

**RECURRING EVENT / ACTIVITY**

<table>
<thead>
<tr>
<th>This activity recurs:</th>
<th>Start date / End date:</th>
<th>Times (include set up &amp; break-down):</th>
<th>Total # weeks / months</th>
<th>Total hours for event/activity*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily: weekdays, Monday - Friday</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Weekly: circle day(s) of the week: M T W Th F S Su</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Monthly: specify</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**APPLICANT AFFIRMATION**

I, the undersigned, being a duly authorized representative of the above organization, have read and agreed to Board Policy 1300 and meet the insurance requirements governing use of school facilities and will abide by and enforce same.

Circle if applicable:
- BCPS Employee
- Rec & Park Employee

<table>
<thead>
<tr>
<th>PRINT: NAME</th>
<th>TITLE/POSITION</th>
<th>ADDRESS</th>
<th>TELEPHONE NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SIGNATURE DATE

**FOR BCPS USE ONLY -- SCHOOL PRINCIPAL / AP REVIEW**

☐ Application is complete
☐ Dates requested are not in conflict
☐ BOS confirms custodial staff is available
☐ Proposed activity/event does not conflict with school program
☐ Comments:  

REVIEWED BY (PLEASE PRINT):

<table>
<thead>
<tr>
<th>PRINCIPAL or AP NAME</th>
<th>TITLE</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SIGNATURE DATE

☐ Recommended ☐ Not Recommended

**FOR BCPS USE ONLY -- DEPT. OF PHYSICAL FACILITIES**

☐ Approved ☐ Disapproved

TOTAL FEES CHARGED $

Make payable to BCPS and submit to school

COMMENTS:

________________________________________________________

________________________________________________________
DATE: May 24, 2011

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON THE PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 5550, DISRUPTIVE BEHAVIOR

ORIGINATOR: Michele Prumo, Chief of Staff

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

RECOMMENDATION

That the Board of Education reviews the proposed changes to Policy 5550. This is the first reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 5550
Statement of Issues or Questions Addressed

Board of Education Policy 5550 is reviewed each year in order to comply with State law and regulation. In July of 2010, a new gang prevention law was enacted. This law, *Safe Schools Act of 2010*, requires all local school systems to establish a policy that: prohibits gang activity; develops programs to address gangs and gang activity; establishes reporting requirements for incidents of gang activity. Staff is recommending that Policy 5550 be revised to include involvement in gang activity as a prohibited act under the student behavior code of conduct and include the consequence for this type behavior. The policy has been further revised to: (1) include a philosophy statement; (2) clarify the Board’s scope of authority as it relates to the discipline of students for all off-campus acts that prevent the orderly delivery of the instructional program at school; and (3) conform with the Policy Review Committee’s editing conventions.

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

1. Board of Education Policy 5000, *Students*
2. Board of Education Policy 5500, *Conduct*
3. Board of Education Policy 5520, *Dress*
4. Board of Education Policy 5530, *Student Use and Possession of Tobacco*
5. Board of Education Policy 5540, *Alcoholic Beverages and Drugs*
6. Board of Education Policy 5551, *Gang Activity, and Similar Destructive or Illegal Behavior*
7. Board of Education Policy 5560, *Suspensions, Assignment to Alternative Programs, or Expulsion*
8. Board of Education Policy 5561, *School Use of Reportable Offenses*
9. Board of Education Policy 5580, *Bullying, Harassment, or Intimidation*
10. Board of Education Policy 5590, *Students’ Expressions*
11. Board of Education Policy 5600, *Students’ Responsibilities and Rights*
12. Board of Education Policy 6202, *Telecommunication Access to Electronic Information, Services, and Networks*
13. Board of Education Policy 6800, *Field Trips and Foreign Travel*

Legal Requirements

1. 20 U.S.C. §7151, *Gun-Free Schools Act*
5. COMAR 13A.01.04.03, *School Safety*
6. COMAR 13A.02.04, *Tobacco-Free Environment*
7. COMAR 13A.08.01.04, Unlawful Absence
8. COMAR 13A.08.01.11, Disciplinary Action
9. COMAR 13A.08.01.17, School Use of Reportable Offenses

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy JCC, Student Conduct
2. Carroll County Board of Education, Policy JDG, Suspension and Expulsion of Students
3. Harford County Board of Education, Policy 02-0012-000, Discipline for Certain Acts of Student Misconduct
4. Howard County Board of Education, Policy 9200, Discipline
5. Montgomery County Board of Education, Policy JGA-EB, Suspension and Expulsion

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered by staff.

Timeline
First reading – May 24, 2011
Public comment – June 14, 2011
Third reading/vote – July 12, 2011
STUDENTS: Conduct

Disruptive Behavior

I. PHILOSOPHY

THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) BELIEVES THAT ALL STUDENTS SHOULD LEARN IN A SAFE AND ORDERLY SCHOOL ENVIRONMENT.

II. POLICY STATEMENT

A. Students must follow the code of conduct on school property, on school buses, and at off-site school-sponsored activities. A student’s behavior is disruptive when it interferes with the normal function of a school. A student’s behavior is disruptive when that behavior interferes with the academic process or violates the rights of others to utilize the services and facilities of the school.

B. Students who take part in disruptive behavior are subject to discipline that may include suspension, assignment to an alternative program, or expulsion, according to the procedures outlined in BOARD OF EDUCATION Policy and SUPERINTENDENT’S Rule 5560, ["Suspensions, Assignment to Alternative Programs or Expulsions."]

C. THE behavior offenses for which student discipline will be imposed FOLLOW. The list IS NOT ALL INCLUSIVE AND IS NOT INTENDED TO cover all behaviors or actions. There may be additional offenses for which a student MAY [can] be suspended, assigned to an alternative program, or expelled.

III. DEFINITIONS

A. REGULAR INSTRUCTIONAL HOURS ARE DEFINED AS BEGINNING AT THE OPENING BELL FOR THE SCHOOL DAY AND CONCLUDING AT THE DISMISSAL BELL FOR THE SCHOOL DAY

B. SCHOOL-SPONSORED ACTIVITY – MEANS ANY ACTIVITY PLANNED AND SUPERVISED BY SCHOOL PERSONNEL.
IV. OFFENSES

A. **Category I** – Examples of offenses that may result in suspension:

**ARSON/FIRE/EXPLOSIVES**

a. Possession and/or igniting of matches or lighters (when not a part of the instructional program)

**ATTACKS/THREATS/FIGHTING**

b. Fighting

**ATTENDANCE** (IN-SCHOOL SUSPENSION ONLY)

c. Leaving school grounds without permission;

d. Unexcused lateness (class/classes)

e. Unexcused lateness (school day)

**DANGEROUS SUBSTANCES**

h. Non-prescription violation (possession of non-prescription medications)

i. Use and/or possession of tobacco or cigarette rolling paper

**DISRESPECT/INSUBORDINATION**

j. Failure to follow a direction such as, but not limited to, failure to report to office when directed by school staff to do so

k. Harassment (nuisance phone calls to students or staff members; continued comments or passing of unofficial notes to another individual that he/she does not wish to hear or receive)

l. Refusing to cooperate with school rules and regulations

m. Refusing to cooperate with school transportation regulations

n. Refusing to do assigned work

o. Refusing to serve detention

p. Using obscene or abusive language

**PERSONAL HEALTH**

q. Personal health, when a student knowingly uses his or her state of health to threaten the health of others

**OTHER**

r. Academic dishonesty (cheating on tests, copying term papers, forging signature of teacher and/or parent/guardian)

s. Gambling

t. Unauthorized sale or distribution in school of items, goods, or services not related in any way to the school operation (e.g., sale of football pools)
u. Use of electronic communication devices, such as a pager (beeper), portable telephone, or any wireless communication device (which are not part of the educational program) during regular instructional school hours.

(1) [Regular instructional hours are defined as beginning at the opening bell for the school day and concluding at the dismissal bell for the school day.] Students involved in before-school, after-school, and weekend instructional activities shall not use electronic communication devices within the assigned area of the activity from the beginning of the scheduled activity until its conclusion. The device must be turned off and stored in the locker, book bag, automobile, or purse during school hours and while being transported on the bus. The ban on the use of electronic devices applies to buses used for all school-related activities.

B. **Category II** – Examples of offenses for which the student may be suspended, assigned to an alternative program, and which may result in expulsion:

**ARSON/FIRE EXPLOSIVES**

a. Fire alarm/false fire report

b. Possession and/or detonation of an incendiary or explosive material or device, including live ammunition (firecracker or greater)

**ATTACKS/THREATS/FIGHTING**

c. Extortion or taking money or possessions from another student(s) by threat or causing fear and intimidation

d. Physical attack(s) on a student

e. Threat(s) on individual(s)

**DANGEROUS SUBSTANCES**

f. Distribution, attempt to distribute, or possession with the intent to distribute a non-controlled substance that is represented as a controlled dangerous substance

g. Non-prescription violation (misuse of non-prescription medications) including failure to have medications administered by school nurse or delegated personnel

h. Possession, use, or distribution of controlled and/or drug paraphernalia

i. Prescription violation (possession of prescribed medication)

j. Purchase of a non-controlled substance that has been represented to be a controlled dangerous substance
k. Use and/or possession of tobacco or cigarette rolling paper, repeated offense

DISRESPECT/INSUBORDINATION
l. Conspiracy or planning between two or more persons to commit a Category III offense
m. Disruptive behavior that results in the interference with the normal school program, including repeated Category I or II offenses
n. Bullying, harassment, or intimidation for any reason
o. Interfering with another student’s right to attend school or classes
p. Participating in and/or inciting a school disruption

SEX OFFENSES
q. Inappropriate behavior of a sexual nature
r. Indecent exposure

WEAPONS
s. Possession of a look-alike weapon of any kind

t. Possession of a pocket knife

OTHER
u. Destruction and/or vandalism of school property, personal property of students and/or faculty. This includes receipt, sale, possession, or distribution of property stolen from Baltimore County Public Schools. Restitution is required, either monetary or schoolwork project.
v. Exchange of money for an illegal purpose
w. Reckless endangerment resulting in injury to a person
x. Theft and/or knowingly possessing stolen property
y. Trespassing
z. Violation of the Telecommunications Acceptable Use Policy

AA. VIOLATION OF THE GANG POLICY BY CONFIRMED INVOLVEMENT IN GANG ACTIVITIES.

C. **Category III** – Examples of offenses that shall result in assignment to an alternative program, or expulsion:

ARSON/FIRE/EXPLOSIVES
a. Arson (Expulsion Only)
b. Bomb Threat

ATTACKS/THREATS/FIGHTING
c. Striking a staff member who is intervening in a fight or other disruptive activity (intentional or unintentional)
d. Physical attack(s) on a staff member (Expulsion Only)
e. Violent behavior which creates a substantial danger to persons or property

**DANGEROUS SUBSTANCES**

f. Distribution and/or sale of alcohol
g. Distribution and/or sale of controlled dangerous substances (illegal drugs) *(Expulsion Only)*
h. Possession of alcohol
i. Possession of controlled dangerous substances (illegal drugs)
j. Prescription violation (misuse of prescribed medications) including failure to have medications administered by school nurse or delegated personnel

k. Use of a controlled dangerous substance (illegal drugs), under the influence of a controlled substance, or showing evidence of having used a controlled substance

l. Use of alcohol, under the influence of alcohol, or showing evidence of having consumed alcohol

m. Use of any intoxicants which causes a loss of self-control or inebriation and which shall include glue and solvents

**SEX OFFENSES**

n. Sexual assault *(Expulsion Only)*

**WEAPONS**

o. Possession and/or use of a firearm on school property *(one-year expulsion)*
p. Possession or use of any other gun or rifle (loaded or unloaded, operable or inoperable) which shall include, but not be limited to, pellet gun, paintball gun, stun gun, BB gun, flare gun, nail gun *(Expulsion for use)*

q. Possession or use of a real weapon of any kind which shall include, but not limited to, switchblade knife, hunting knife, star knife, razors (including straight or retractable razor), nunchaku, spiked glove, spiked wristband, any mace derivative, tear gas device, or pepper spray product *(Expulsion for use)*

r. Use of a look-alike gun or rifle (loaded or unloaded, operable or inoperable) *

s. Use of a look-alike weapon of any kind which shall include, but not be limited to, switchblade knife, hunting knife, star knife, pocket knife, razors including straight or retractable razor, nunchaku, spiked glove, or spiked wristband

t. Use of a pocketknife or any object as a weapon
IV. SCOPE OF AUTHORITY

A. THIS BEHAVIOR CODE APPLIES TO ALL STUDENTS ENROLLED IN BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS). The provisions of this policy apply in all situations in which students are involved, including:

1. [(1)] ALL school-SPONSORED activities on property owned OR LEASED by the Board [of Education] OR HELD OFF OF SCHOOL GROUNDS, INCLUDING BUT NOT LIMITED TO: FIELD TRIPS, EXTRACURRICULAR ACTIVITIES, SOCIAL EVENTS;
2. [(2)] travel on school buses OR OTHER OFFICIAL MEANS OF TRANSPORTATION; AND
3. [(3)] off-site school-sponsored activities; 
   [(4)] on-site or off-site school-related problems which are the result or cause of disruptive behavior on school grounds. [; and
   (5) violent acts of behavior which occur off school property and pose a threat to the safety of students and faculty or disrupt the learning environment. ]

B. A STUDENT MAY BE SUBJECT TO DISCIPLINARY SANCTIONS WHEN HE OR SHE COMMTS AN ACT OR ACTS AWAY AND APART FROM SCHOOL AND SCHOOL PROPERTY THAT CAN BE SHOWN TO POSE A THREAT OR DANGER TO THE SAFETY OF OTHER STUDENTS, STAFF, OR SCHOOL PROPERTY AND/OR THAT THE ACT OR ACTS PREVENTS THE ORDERLY DELIVERY OF THE INSTRUCTIONAL PROGRAM AT SCHOOL.

Legal References:

20 U.S.C. §7151, Gun-Free Schools Act
Annotated Code of Maryland, Education Article, §7-305, Suspension and expulsion.
Annotated Code of Maryland, Education Article, §7-424.1, Model Policy Prohibiting Bullying, Harassment and Intimidation.
Annotated Code of Maryland, Education Article, §7-424.2, Gang Prevention, Intervention, and Suppression Efforts.
COMAR 13A.01.04.03, School Safety
COMAR 13A.02.04, Tobacco-Free Environment
COMAR 13A.08.01.04, *Unlawful Absence*
COMAR 13A.08.01.11, *Disciplinary Action*
COMAR 13A.08.01.17, *School Use of Reportable Offenses*

**Related Policies:**
- BOARD OF EDUCATION POLICY 5000, *STUDENTS*
- BOARD OF EDUCATION POLICY 5500, *CONDUCT*
- BOARD OF EDUCATION POLICY 5520, *DRESS*
- BOARD OF EDUCATION POLICY 5530, *STUDENT USE AND POSSESSION OF TOBACCO*
- BOARD OF EDUCATION POLICY 5540, *ALCOHOLIC BEVERAGES AND DRUGS*
- BOARD OF EDUCATION POLICY 5551, *GANG ACTIVITY, AND SIMILAR DESTRUCTIVE OR ILLEGAL BEHAVIOR*
- BOARD OF EDUCATION POLICY 5560, *SUSPENSIONS, ASSIGNMENT TO ALTERNATIVE PROGRAMS, OR EXPULSION*
- BOARD OF EDUCATION POLICY 5561, *SCHOOL USE OF REPORTABLE OFFENSES*
- Board of Education Policy 5580, *Bullying, Harassment, or Intimidation*
- BOARD OF EDUCATION POLICY 5590, *STUDENTS’ EXPRESSIONS*
- BOARD OF EDUCATION POLICY 5600, *STUDENTS’ RESPONSIBILITIES AND RIGHTS*
- BOARD OF EDUCATION POLICY 6202, *TELECOMMUNICATION ACCESS TO ELECTRONIC INFORMATION, SERVICES, AND NETWORKS*
- BOARD OF EDUCATION POLICY 6800, *FIELD TRIPS AND FOREIGN TRAVEL*
Policy

Adopted: 07/13/78
Revised: 06/24/82
Revised: 06/14/84
Revised: 06/19/86
Revised: 05/28/87
Revised: 06/16/88
Revised: 05/10/90
Revised: 05/23/91
Revised: 07/01/92
Revised: 09/12/95
Revised: 07/02/96
Revised: 08/06/96
Revised: 06/09/97
Revised: 06/12/01
Revised: 07/09/02
Revised: 06/10/03
Revised: 09/04/03
Revised: 07/13/04
Revised: 02/08/05
Revised: 09/05/07
Revised: 07/14/09
Re-adopted: 06/15/10

REVISED: 

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1 The use of permanently inoperable rifles by JROTC students shall not be a violation of this policy during instructional time and at any other times when under the direct supervision of JROTC instructors.

2 See Note 1 above.
DATE: May 24, 2011

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON THE PROPOSED NEW BOARD OF EDUCATION POLICY 5551, GANG ACTIVITY AND SIMILAR DESTRUCTIVE OR ILLEGAL BEHAVIOR

ORIGINATOR: Michele Prumo, Chief of Staff

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

RECOMMENDATION

That the Board of Education reviews the proposed new Board of Education Policy 5551. This is the first reading.

*****

Attachment I – Policy Analysis
Attachment II – Policy 5551
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 5551
GANG ACTIVITY, AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR

Statement of Issues or Questions Addressed
Staff is recommending the adoption of Board of Education Policy 5551. The Safe Schools Act of 2010 broadens the responsibilities of public school systems, law enforcement, and other public agencies in reporting information with each other pertaining to students. A major component of the law requires the Maryland State Board of Education, in collaboration with other agencies, to develop a model policy to address gangs, gang activity, and similar destructive or illegal behavior in schools; the MSDE model policy was issued on February 22, 2011. The new law also requires each local educational agency to establish a policy or regulation on the prohibition of gang activity and submit its policy to the State Superintendent by September 1, 2011. Therefore, the attached policy represents the Board of Education of Baltimore County’s policy on gangs as required by law.

Cost Analysis and Fiscal Impact on School System
Staff anticipates that it will expend approximately $5,800 for training materials and consultant fees. Costs will be covered by the operating budget.

Relationship to Other Board of Education Policies
1. Board of Education Policy 5000, Students
2. Board of Education Policy 5500, Conduct
3. Board of Education Policy 5510, School Discipline
4. Board of Education Policy 5520, Dress
5. Board of Education Policy 5550, Disruptive Behavior
6. Board of Education Policy 5560, Suspensions, Assignment to Alternative Programs, or Expulsion
7. Board of Education Policy 5561, School Use of Reportable Offenses
8. Board of Education Policy 5580, Bullying, Harassment, or Intimidation
9. Board of Education Policy 5600, Students’ Responsibilities and Rights

Legal Requirements
1. 20 U.S.C. §7151, Gun-Free Schools Act
2. Annotated Code of Maryland, Education Article, §7-305, Suspension and expulsion.
3. Annotated Code of Maryland, Education Article, §7-424.1, Model policy prohibiting bullying, harassment and intimidation.
5. COMAR 13A.01.04.03, School Safety
6. COMAR 13A.08.01.11, Disciplinary Action
7. COMAR 13A.08.01.17, School Use of Reportable Offenses
8. COMAR 13A.08.03, Discipline of Students with Disabilities

Similar Policies Adopted by Other Local School Systems
1. Fredrick County Board of Education, Policy 400-87, Gang Activity
2. Harford County Board of Education, Policy 02-0008-000, *Prohibition of Gang Related Activities*

**Draft of Proposed Policy**
Attached

**Other Alternatives Considered by Staff**
None.

**Timeline**
First reading – May 24, 2011
Public comment – June 14, 2011
Third reading/vote – July 12, 2011
STUDENTS: CONDUCT

GANG ACTIVITY AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR

I. PHILOSOPHY

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) BELIEVES THAT GANGS AND GANG-RELATED ACTIVITIES POSE A SERIOUS THREAT TO THE SAFETY OF STUDENTS AND STAFF MEMBERS AND THAT GANGS AND GANG ACTIVITIES CAN SIGNIFICANTLY DISRUPT THE EDUCATIONAL ENVIRONMENT. THEREFORE, THE BOARD PROHIBITS GANG ACTIVITY AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR ON SCHOOL PROPERTY, ON SCHOOL BUSES OR AT SCHOOL-SPONSORED EVENTS.

B. THE BOARD PROHIBITS REPRISAL OR RETALIATION AGAINST AN INDIVIDUAL WHOM REPORTS GANG ACTIVITY AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR OR WHO IS A VICTIM, OR WITNESS TO, AN ACT OF GANG ACTIVITY.

II. IMPLEMENTATION

A. THE BOARD DIRECTS THE SUPERINTENDENT TO TAKE NECESSARY AND APPROPRIATE ACTIONS TO IMPLEMENT THIS POLICY, INCLUDING PROVISION FOR TAKING APPROPRIATE DISCIPLINARY OR OTHER ACTION WHEN THIS POLICY HAS BEEN VIOLATED, AS FOLLOWS:

1. ESTABLISH, IMPLEMENT, AND MAINTAIN PROCEDURES IN ACCORDANCE WITH THE MARYLAND STATE BOARD OF EDUCATION’S (MSDE) MODEL GANG POLICY.

2. CREATE REPORTING PROCEDURES FOR SUSPECTED GANG ACTIVITY AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR IN SCHOOLS.

3. ESTABLISH A PROPER SYSTEMWIDE MONITORING/TRACKING SYSTEM TO FOLLOW PROGRESS OF EACH INVESTIGATION.

4. DEVELOP PROCEDURES FOR THE PROMPT INVESTIGATION OF SUSPECTED GANG ACTIVITY OR SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR.
5. DEVELOP INFORMATION/RESOURCES ON SUPPORT AND INTERVENTION SERVICES AND EDUCATIONAL PROGRAMS FOR STUDENTS, PARENTS, TEACHERS, STAFF, VOLUNTEERS, AND ADMINISTRATORS IN ORDER TO PREVENT, INTERVENE IN, AND SUPPRESS GANG ACTIVITY, AND SIMILAR DESTRUCTIVE OR ILLEGAL GROUP BEHAVIOR IN SCHOOLS.

7. DESIGNATE AT LEAST ONE SCHOOL SECURITY OFFICER FOR EACH SCHOOL THAT ENROLLS STUDENTS IN GRADES 6-12.

8. ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE OFFICE OF THE BALTIMORE COUNTY STATE’S ATTORNEY TO FOSTER COORDINATION OF GANG PREVENTION, INTERVENTION, AND SUPPRESSION EFFORTS.

LEGAL REFERENCES: 20 U.S.C. §7151, GUN-FREE SCHOOLS ACT
ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE, §7-305, SUSPENSION AND EXPULSION.
ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE, §7-424.1, MODEL POLICY PROHIBITING BULLYING, HARASSMENT AND INTIMIDATION.
ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE, §7-424.2, GANG PREVENTION, INTERVENTION, AND SUPPRESSION EFFORTS.
COMAR 13A.01.04.03, SCHOOL SAFETY
COMAR 13A.08.01.11, DISCIPLINARY ACTION
COMAR 13A.08.01.17, SCHOOL USE OF REPORTABLE OFFENSES
COMAR 13A.08.03, DISCIPLINE OF STUDENTS WITH DISABILITIES

RELATED POLICIES: BOARD OF EDUCATION POLICY 5000, STUDENTS
BOARD OF EDUCATION POLICY 5500, CONDUCT
BOARD OF EDUCATION POLICY 5510, SCHOOL DISCIPLINE
BOARD OF EDUCATION POLICY 5520, DRESS
BOARD OF EDUCATION POLICY 5550, DISRUPTIVE BEHAVIOR
POLICY 5551

BOARD OF EDUCATION POLICY 5560, SUSPENSIONS, ASSIGNMENT TO ALTERNATIVE PROGRAMS, OR EXPULSION
BOARD OF EDUCATION POLICY 5561, SCHOOL USE OF REPORTABLE OFFENSES
BOARD OF EDUCATION POLICY 5580, BULLYING, HARASSMENT, OR INTIMIDATION
BOARD OF EDUCATION POLICY 5600, STUDENTS’ RESPONSIBILITIES AND RIGHTS

POLICY ADOPTED: _______
BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: May 24, 2011

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON AVID

ORIGINATOR: Roger Plunkett, Assistant Superintendent, Curriculum and Instruction

RESOURCE PERSON(S): Sonja Karwacki, Executive Director of Liberal Arts
Dr. Jessie Douglas, Coordinator, AVID /College Board

INFORMATION

That the Board of Education receives an update on the AVID program.

*****
Advancement via Individual Determination (AVID)

AVID is a nationally recognized academic support program designed to prepare students in the academic middle for college eligibility and success. It has a proven track record in bringing out the best in students, and in closing the achievement gap. AVID targets those students in the middle, underachievers, and/or students with limited or no exposure to college preparatory information. These are students who have the desire to go to college and the willingness to work hard. AVID gives students access and opportunities to participate in rigorous courses such as Advanced Placement. AVID helps students with organization, time management, critical-thinking, reading, writing, and speaking skills.

In 2002, under the leadership of Superintendent, Dr. Joe A. Hairston, AVID was launched to improve student achievement for all students as indicated in the Blueprint for Progress, the foundation document for improving student achievement. AVID currently is in twenty-two high schools and eight middle schools. AVID began in the Office of Equity and Assurance under the leadership of Dr. Barbara Dezmon and the assistance of Shirley Page.

The high schools that currently offer AVID are Kenwood, Parkville, Owings Mills, Randallstown, Milford Mill Academy, Woodlawn, Dundalk, Pikesville, Overlea, Lansdowne, New Town, Chesapeake, Catonsville, Dulaney, Perry Hall, Franklin, Hereford, Loch Raven, Patapsco, Sparrows Point, Towson and Western High Schools. The middle schools that currently offer AVID are Dundalk, Lansdowne, Southwest Academy, Woodlawn, Deep Creek, Golden Ring, Holabird, and Old Court Middle Schools.

In 2005-2006, AVID was transitioned to the Division of Curriculum and Instruction. AVID performance standards are aligned with the Blueprint for Progress and National Core Standards. The AVID curriculum is based on rigorous standards. The base for daily instruction is the WICR method, which stands for writing, inquiry, collaboration, and reading. AVID curriculum is used in AVID elective classes, in content-area classes in AVID schools, and also in schools where the AVID elective class is not offered. A well-developed AVID program can become a catalyst to comprehensive reform of a school’s entire instructional program because it involves a schoolwide transformation that focuses on core academic rigorous instruction.

The systemic use of AVID instructional strategies in Baltimore County Public Schools ensures that the education of our students will be founded on research-based best practices that support the need for effective instruction and improved achievement for all students as mandated in the Blueprint for Progress. These strategies are grounded in the WICR methodology (writing, inquiry, collaboration, and reading) and serve to transform students from passive learners into active classroom contributors, problem solving collaborators, and critical thinkers.

Dr. Jessie L. Douglas, AVID/College Board Coordinator
Revised: April 2011
AVID

Advancement Via Individual Determination

Presented to the Board of Education
Baltimore County Public Schools
May 24, 2011
Dr. Joe A. Hairston, Superintendent
What Is AVID?

AVID’s mission is to close the achievement gap by preparing all students for college readiness and success in a global society.
Who Are the AVID Students?

- Average to high test scores
- BCPS, 2.0 – 2.8 GPA
- College potential with support
- Desire and determination
What Is the AVID Class?

The Road to College:
Rigor, Readiness, and Relationships
Why Was AVID Implemented in BCPS?

- Superintendent’s initiative
- Achievement and college readiness for all
- Access and equity
Where Is the AVID Program?

2002 – 6 High Schools

2011 – 22 High Schools and 8 Middle Schools
How Is AVID Evaluated for Success?

- Attendance
- Rigorous Courses
- SAT
- HSA
- College Acceptance
- Scholarships
### AVID SAT Mean Scores

<table>
<thead>
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<tr>
<td>Critical Reading</td>
<td>400</td>
<td>433</td>
<td>419</td>
<td>418</td>
<td>421</td>
<td>439</td>
</tr>
<tr>
<td>Math</td>
<td>370</td>
<td>427</td>
<td>403</td>
<td>418</td>
<td>410</td>
<td>422</td>
</tr>
<tr>
<td>Writing</td>
<td>440</td>
<td>416</td>
<td>421</td>
<td>428</td>
<td>436</td>
<td></td>
</tr>
</tbody>
</table>

#### AVID SAT Mean Scores

- **Critical Reading Score**: 400, 433, 419, 418, 421, 439
- **Math Score**: 370, 427, 403, 418, 410, 422
- **Writing Score**: 440, 416, 421, 428, 436

The graph above depicts the mean scores for Critical Reading, Math, and Writing from 2004-2005 to 2009-2010.
<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
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<tbody>
<tr>
<td>2006</td>
<td>$206,200</td>
</tr>
<tr>
<td>2007</td>
<td>$1.2 million</td>
</tr>
<tr>
<td>2008</td>
<td>$2.6 million</td>
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<tr>
<td>2009</td>
<td>$3.3 million</td>
</tr>
<tr>
<td>2010</td>
<td>$9.1 million</td>
</tr>
<tr>
<td>2011</td>
<td>$12.2 million</td>
</tr>
</tbody>
</table>
Next Steps

- Expand AVID schoolwide
- Improve student commitment
- Collaborate with C&I staff
Next Steps

- Increase AVID tutors
- Initiate business internships
- Expand Junior Achievement partnership
Success for All

- Students
- Teachers
- Parents
- Community
AVID and the Governor’s College and Workforce Readiness Commission

- AVID’s mission – college readiness
- Closing the Achievement Gap
- Drop-out Prevention
- Quality 21st Century Workforce
Baltimore County Public Schools

Date: May 24, 2011

To: Board of Education

From: Dr. Joe A. Hairston

Subject: Update on the Baltimore County Public Schools' (BCPS) Restructuring

Originator: Ms. Barbara Walker, Assistant Superintendent, High Schools
Dr. Manuel Rodriguez, Assistant Superintendent, Middle Schools
Ms. Karen Blannard, Assistant Superintendent, Elementary Zone 1
Ms. Patricia Lawton, Assistant Superintendent, Elementary, Zone 2
Ms. Verletta White, Assistant Superintendent, Zone 3

Resource Person(s):

Recommendation

That the Board of Education receives an update on the Baltimore County Public Schools’ restructuring.

****

Attachment I – Executive Summary
Attachment II – PowerPoint
For school year 2010-2011, the Superintendent, Dr. Joe A. Hairston, restructured the supervision of schools from a geographic to a programmatic structure. The purpose of this restructuring was to accomplish the following:

- Produce greater student proficiency.
- Allow for more collaboration at the elementary, middle and high school levels to effectively implement the goals of the *Blueprint for Progress*.
- Provide opportunities for principals to work with an assistant superintendent who has in-depth knowledge and expertise, a movement from generalist to specialist.
- Support alignment of curriculum and related professional development at each level.
- Support system-wide rather than area-wide dialogue about instructional programs and best practices at each academic level.

Based on preliminary information, the programmatic and system-wide approach to working with schools reflects an accomplishment of its purpose. Principals have expressed that the support received is focused on the needs of students based on level. Collaboration among the principals at each level has certainly increased and professional development is targeted.

The restructuring reflects a school system rather than a system of schools.
Update on BCPS Restructuring

FOCUSED ON QUALITY: COMMITTED TO EXCELLENCE

Assistant Superintendents’ Presentation to the Board of Education
May 24, 2011
The And Now...
The Organization

Then.....
- Generalist
- Global PD
- Geographic best practices
- C & I as consultant

Now.....
- Specialist
- Targeted PD
- Systemic best practices
- C & I as participant
Phase Planning

Baltimore County Public Schools

Organizational Planning
- Data Collection and Analysis
- Goals Conferences
- Identification of Targets for AYP/AMO
- School Visits

January

February - March - April

Developing Staff/Programs
- School Visits
- Formal/Informal Observations
- Leadership Teams
- Data Dialogue
- Instructional Programming and Implementation
- Allocation and Use of Resources
- Professional Development
- Appraisal Process

PHASE 1

PHASE 2

REPLANNING

Assessing School Productivity
- Assessing Achievement
- Data Collection and Analysis
- Appraisal Process
- Progress Monitoring
- Principal Performance
- Leadership Team Performance

May

October - November

December
Elementary School Performance

- Targeted Professional Development - Focused Instruction and Leadership through Data Analysis

- 85% - Percentage of BCPS Kindergarten students entering school ready to learn (source MMSR)

- 70% - average Reading and Math Benchmark scores for BCPS fifth grade students (source AssessTrax)
Middle School Level....

Baltimore County Public Schools
Middle Schools

Phase 1
- Organizational Planning
  - School Visits
  - Goals Conferences
  - Data Collection and Analysis
  - Identification of Targets for AYP/AMO

Phase 2
- Developing Staff/Program
  - School Visits
  - Formal/Informal Observations
  - Appraisal Process
  - Leadership Teams
  - Data Dialogue
  - Instruction Program and Implementation
  - Allocation and Use of Resources
  - Professional Development

Phase 3
- Assessing School Productivity
  - Assessing Achievement
  - Data Collection and Analysis
  - Appraisal Process
  - Progress Monitoring
  - Principal Performance
  - Leadership Team Performance

- January
- February - March - April
- May

Replanning
Middle School Level....
Middle School Performance

Language Arts Benchmark Data

- 6th
- 7th
- 8th

2009-2010 vs 2010-2011
Middle School Performance

8th Grade Mathematics Benchmark Data

- ALG 1- 8th
- ALG II- 8th
- AT II- 8th
High School Level….

Baltimore County Public Schools
High Schools

**PHASE 1**
- School Visits
- Formal/Informal Observations
- Appraisal Process
- Leadership Teams
- Data Dialogue
- Professional Development

**Organizational Planning**
- Data Collection
- Assessing Achievement
- Goals Conferences
- Identification of focused areas for improvement
  - HSA performance
  - SAT performance
  - AP performance

**August-September**

**January**

**PHASE 2**
- School Visits
- Formal/Informal Observations
- Appraisal Process
- Leadership Teams
- Data Dialogue
- Professional Development

**February - March - April**

**PHASE 3**

**Assessing School Productivity**
- Data Collection and Analysis
- Assessing Achievement
- Mid-Year conferences
- Appraisal Process
- Progress Monitoring
- Principal Performance
- Leadership Team Performance

**May**

**December**

**PHASE 3 REPLANNING**
High School Performance

Students on Track to Graduate as of Second Week of May

2009-2010 2010-2011

% on Track
Survey of All Principals

1. What is the academic grade level of your school?
   - Elementary School
   - Middle School
   - High School
   - Central Office Staff

2. The current organization by elementary, middle, and high schools is beneficial to student achievement.
   - Yes, the current organization is beneficial.
   - No, the current organization is not beneficial.
Survey of All Principals

3. The information provided during monthly principals' meetings:
   - is applicable to my school level and beneficial.
   - is not relevant and not beneficial.

4. Please comment on the current organization and the impact it has had on student achievement.

5. Additional Comments:
Survey Results Reveal….

Current Organization is...

- 12.4
- 87.6

Information provided during monthly principal meetings is...

- 91.8
- 9.2

Beneficial
Not Beneficial
Principal Feedback

Commendations

- “I have had the opportunity to meet with my colleagues who lead schools at the high school level. In addition to receiving rich information from our assistant superintendent, we are able to share ideas and approaches to challenges we all face. Additionally, when I deal with the high school office, questions are answered quickly and issues are handled efficiently and effectively.”
Principal Feedback

Commendations

- “The new organization is excellent. The support received from the assistant superintendents is focused on the needs of the elementary school, students, and staff. The fact that we have an assistant superintendent who is well versed in the elementary curriculum is a huge improvement.”
Principal Feedback

Commendations

- “As a new principal, I have been supported throughout the year. The feedback I received during my visits was constructive and really helped me to make relevant changes to help move my school forward. The professional development offered during the monthly principals’ meeting was great…”
Principal Feedback

Recommendations

- “I believe that the current organization provides more opportunities for collaboration amongst middle schools. I do think that we should have more time during principals’ meetings to collaborate on different issues and concerns.”
Principal Feedback

Recommendations

- “While it is very beneficial to also have the vertical teaming, it has been beneficial to have the opportunity to discuss concerns, topics, and issues together.”
Next Steps…

- Develop a systemic vertical articulation plan
- Analyze achievement data to measure the impact of the current organizational structure
“We are a school system, not a system of schools.”

Dr. Joe A. Hairston, Superintendent
PERSONNEL: General

EMPLOYEE INSURANCE

I. PURPOSE

A. BENEFITS ARE AN IMPORTANT PART OF RECRUITMENT AND RETENTION OF HIGHLY QUALIFIED STAFF. THE DEPARTMENT OF HUMAN RESOURCES SHALL BE RESPONSIBLE FOR ESTABLISHING ELIGIBILITY REQUIREMENTS FOR HEALTH INSURANCE, LIFE INSURANCE AND INCOME PROTECTION FOR EMPLOYEES OF THE BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS).

II. ELIGIBILITY

A. ALL REGULAR 1.0 FULL TIME EQUIVALENT (FTE) BCPS EMPLOYEES ARE ELIGIBLE TO PARTICIPATE IN A GROUP HEALTH PLAN, GROUP LIFE INSURANCE PLAN, AND AN INCOME PROTECTION PLAN AS ESTABLISHED BY THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) AND IN ACCORDANCE WITH CRITERIA ESTABLISHED BY THE INSURANCE CARRIER CONTRACTS, AS WELL AS BCPS STANDARDS AND PRACTICES.

B. EMPLOYEES WILL BE REQUIRED TO CONTRIBUTE TO THE COST OF THE EMPLOYEE INSURANCE PLANS AS OUTLINED IN THE EMPLOYEE’S RESPECTIVE BARGAINING UNIT MASTER AGREEMENT.

C. EMPLOYEES WHO ARE NOT COVERED BY A BARGAINING UNIT MASTER AGREEMENT AND DO NOT MEET THE REGULAR 1.0 FTE REQUIREMENT MAY BE ELIGIBLE TO PARTICIPATE IN EMPLOYEE INSURANCE PLANS IF THEY MEET CRITERIA ESTABLISHED BY INSURANCE CARRIER CONTRACTS AND BCPS STANDARDS AND PRACTICES.

D. TEMPORARY EMPLOYEES SHALL NOT BE ELIGIBLE TO PARTICIPATE IN ANY BCPS GROUP INSURANCE PLANS.

E. REHIRED RETIREES WILL BE ELIGIBLE TO PARTICIPATE IN THOSE HEALTH BENEFITS TO WHICH THEY ARE ENTITLED UNDER THE TERMS OF THEIR RETIREMENT.
RELATED POLICIES: BOARD OF EDUCATION POLICY 3150, BOARD INSURANCE

RULE 4009

RULE

SUPERINTENDENT OF SCHOOLS

APPROVED: __________
Baltimore County Public Schools

Date: May 24, 2011

To: Board of Education

From: Dr. Joe A. Hairston

Subject: Implementation of New Race Codes

Originator: Renee Foose, Deputy Superintendent

Resource Person(s):

Recommendation

That the Board of Education receives information on the implementation of the new race codes.

*****

Attachment I – Fact Sheet
This is an update explaining changes mandated by the federal government in the way that public school systems collect and report data on ethnicity and race for students and staff.

**Background**
In 2007, following a comprehensive review, the U.S. Department of Education issued guidelines requiring state education departments to implement the new racial and ethnic categories for public school students and staff.

Beginning with the 2010–2011 school year, Baltimore County Public Schools (BCPS) will begin reporting data using the new race codes to comply with the federal and corresponding state requirements. When the race code cannot be spelled out in its entirety due to space restrictions, abbreviations will be used. The state of Maryland has formulated two letter abbreviations for each race code—BCPS will use the same abbreviations to ensure consistency in reporting data for 2010–2011 and subsequent years. The abbreviations are indicated in the table below:

<table>
<thead>
<tr>
<th>New Race Codes</th>
<th>Abbreviation</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian or Alaskan Native</td>
<td>AM</td>
</tr>
<tr>
<td>Asian</td>
<td>AS</td>
</tr>
<tr>
<td>Black or African American</td>
<td>BL</td>
</tr>
<tr>
<td>Hispanic/Latino</td>
<td>HI</td>
</tr>
<tr>
<td>Native Hawaiian or Other Pacific Islander</td>
<td>PI</td>
</tr>
<tr>
<td>White</td>
<td>WH</td>
</tr>
<tr>
<td>Two or More Races</td>
<td>MU*</td>
</tr>
</tbody>
</table>

*MSDE uses the abbreviation “MU” to denote multiple races

**Can a student be reported in more than one category?**
No, each student is reported only once regardless of how many races or ethnicities he/she chooses. Students selecting Hispanic for ethnicity will be reported as Hispanic regardless of any race selections chosen. Non-Hispanic student who select two or more racial categories will only be included in the Two or More (Multiple) Race category.

**What is the impact on Adequate Yearly Progress (AYP)?**
The Maryland State Department of Education (MSDE) recalculated 2010 AYP using the new race codes to set a baseline for 2011 safe harbor. These calculations did not result in a change of 2010 AYP determinations or school improvement status. There were very few actual changes to the data when the new race codes were used.

**Can a student or staff member’s ethnic/racial designation be changed?**
Yes, a parent may change a child’s ethnic/racial designation by contacting the child’s school. BCPS staff may change their ethnic/racial designation by contacting the Department of Human Resources at 410-887-4191.

**Where can I find more information?**
Office of Communications at 410-887-5908.
DATE: May 24, 2011
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston
SUBJECT: INFORMATION ON MYLIVE PD TUTOR.COM
ORIGINATOR: Michele Prumo, Chief of Staff
RESOURCE PERSON(S): Dale Rauenzahn, Executive Director, Department of Student Support Services

RECOMMENDATION

That the Board of Education is informed about the participation of Baltimore County Public Schools in the MyLive PD Tutor.com pilot funded through the Gates Foundation

*****

Attachment I – Executive Summary
MyLive PD Tutor.com Pilot Funded Through the Gates Foundation

Baltimore County Public Schools (BCPS) has submitted an application to participate in an online pilot program and has been selected to pilot Tutor.com’s MyLive PD service. MyLive PD is a professional development service that is a 21st Century initiative covered by a 1.8 million dollar grant from the Bill and Melinda Gates Foundation to Tutor.com. Since this is an online service, teachers will have immediate assistance as they plan lessons, seek information on specific Algebra I topics, or need guidance on structuring lessons to meet the individual needs of students as a result of assessments.

The MyLive PD will be available to 50 BCPS' Algebra I teachers who volunteer to participate. The teachers will have access to master teachers online who will assist with content, pedagogy, and lesson development for their Algebra I teaching assignment.

Fifty Algebra I teachers will participate in the pilot program for 18 months, and fifty teachers who do not use the service will be used as a control in this research-based pilot program. The services of the online professional development will be free to teachers. Teachers may access the online service as often as needed, but minimally once a month, so that data may be tracked.

When teachers need help with content, teaching strategies, lesson plans, or classroom management, they simply go online to the MyLive PD Tutor.com site, from school or home, enter their question, and are connected to a coach in minutes. Every session is one-to-one with a live highly-trained coach, so teachers get the focused attention and personalized coaching they need.

The coach and teacher work together in an online classroom that features text chat, a real-time interactive whiteboard where a teacher or coach can draw charts, graphs, and equations, and other tools that make for a robust educational experience. Coaches and teachers can also share files (like worksheets, problems, or student work) or browse the internet together. The goal is to help the teacher embed new practices immediately in the classroom, improving both teacher and student performance.

Tutor.com coaches have deep content knowledge and years of algebra teaching experience, so even where there are existing coaches they can supplement support and provide personalized, content-focused coaching. This opportunity to participate in this pilot will assist BCPS’ Algebra I teachers in gaining additional support when they feel they need it.

*****
DATE: May 24, 2011

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent


ORIGINATOR: Joe A. Hairston, Superintendent

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

INFORMATION

Attached is the general fund Comparison of FY2010 and FY2011 Revenues, Expenditures, and Encumbrances – Budget and Actual for the periods ended March 31, 2010, and 2011.

General Fund Comparison of FY2010 and FY2011 Revenues, Expenditures, and Encumbrances-Budget and Actual

These data are presented using Maryland State Department of Education (MSDE) categories. Amounts included reflect actual revenues, expenditures, and encumbrances to date and do not reflect forecasts of revenues and expenditures. Figure 1 presents an overview of the FY2010 and FY2011 general fund revenue budget. Figure 2 provides an overview of the FY2011 general fund expenditure budget. Figure 3 compares the percent of the budget obligated as of March 31, 2010, and 2011. Figure 4 is a comparative statement of budget-to-actual revenues, expenditures, and encumbrances.
Figure 1

**Year-to-Date Comparison**

- **Baltimore County** – The FY2011 county appropriation decreased $7.4 million, a 1.1% reduction from the FY2010 budget. This decrease is because the FY2011 county appropriation is the minimum funding required under the state maintenance of effort (MOE) requirements. In FY2010, county appropriation exceeded MOE by 4.9%. County funds are drawn based on cash flow requirements. The year-to-date county revenue recognized is $461.8 million, 69.6% of the budget, as compared to $490.7 million, 73.2% of the budget for FY2010.

- **State of Maryland** – The FY2011 state appropriation increased $10.8 million, 2.2% over the FY2010 budget. The increase in the budgeted revenue is a result of an overall increase over the prior year in aid to education. The majority of state funds are received bi-monthly in equal installments. As of March 2011, five of the state payments had been received.

- **Federal** – The FY2011 federal budgeted revenue resulted primarily from funding received under the American Recovery and Reinvestment Act. The State Fiscal Stabilization Funds are from a federal stimulus program to provide funding stabilization for stressed state budgets. These funds are to be received on a reimbursement basis. These funds are not expected to continue in FY2012.

- **Other Revenues** – The other revenue budget is comprised of re-appropriations of funds from the prior year’s fund balance, out-of-county living arrangement payments from other local education agencies, which are estimated to be $3.3 million and are generally collected at year end, tuitions, and sundry revenues. The budgeted revenue increased significantly over the prior year because of a $5 million increase in re-appropriated fund balance to $16 million from the $11 million utilized in the prior year. The year-to-date revenue consists of the re-appropriated funds, tuition, and other revenues.
Total Expenditures and Encumbrances – Year-to-date expenditures and encumbrances through March 2011 are $880 million, 72.7% obligated compared to $871 million, 72.8% obligated, for the same period in FY2010. Salary expenditures within categories that are primarily comprised of 12-month positions (e.g., administration, midlevel administration, operation of plant, maintenance of plant, and capital outlay) average 70.8% of the budget amount and are in line considering the percent of the fiscal year that has elapsed. Salary expenditures in categories with large concentrations of 10-month school-based personnel (e.g., instructional salaries, special education, student personnel, health services, and transportation) average 67.3% of budget, which is in line with the percentage of the school year that has elapsed.
The salary budget had a net increase of approximately $26.3 million, which included $27.6 million to provide step increases and to fund a full year of salary adjustments implemented midyear in FY2010. Other increases include additional salaries and benefits for West Towson Elementary, Imagine Discovery Public Charter School, the Infants and Toddlers program, and special education bus routes. The budget increase was offset by a reduction of $3 million for anticipated salary turnover.

The nonsalary expenditures are budgeted for an overall decrease of $13.3 million, or 3% less than the prior year. The decreases in these expenditures are in a number of categories throughout the budget. The budget for administration was decreased by $2.3 million, primarily because of a reduction for contracted services relating to changes in computer systems for fiscal services and human resources. The budget for midlevel administration increased by $1.2 million, a 17% increase; this increase relates primarily to additional funding for the charter school and for BCPS office budget realignments. The instructional textbook category budget was decreased by $3.2 million, which included a reduction in budgeted textbook expenditures of approximately $7.6 million, and an increase in the budget for other classroom supplies of approximately $5.6 million, which had been included in the other instructional costs category as equipment in prior years. The reduced budget for other instructional costs reflected the reclassification of the equipment to the instructional textbook category. The significant changes in other categories includes an increase of $1.2 million for expected cost increases in diesel fuel in the transportation budget; a decrease in operation of plant of $1 million for the expected overall decrease in fuel oil; and a decrease of $1.9 million in workers’ compensation expenditures in fixed charges, which is a result of plan experience.

A budget appropriation transfer request, which will realign funds by category with planned and projected year end expenses, was approved by the board in April and submitted to the county executive and county council for consideration.
Administration and Midlevel Administration – The budget for nonsalary administration expenditures decreased $2.2 million, or 18.2%, from the amount budgeted last year primarily because of a decrease in consulting expenditures and equipment purchases related to the computer system upgrades in human resources and fiscal services expected to be completed this year. Midlevel administration nonsalary expenditures are budgeted for an increase of 9.2% over the prior year. This increase is primarily related to a $500,000 increase in the budget for the charter school for costs related to the addition of a Grade 6. The increase of $1.7 million in expenditures in midlevel administration over the expenditures of the prior year is primarily the result of the timing of an encumbrance for software products, which was recorded in August 2010. The same software cost for the previous year was not encumbered until June 2010.

Instructional Salaries – The budget for instructional salaries was increased by $19.4 million in FY2011 primarily to provide funding for salary increases and for the salary cost of the new West Towson Elementary School, which opened in August.

Instructional Textbooks and Supplies – A significant portion of the instructional textbooks and supplies category is spent early in the fiscal year as orders are placed with vendors for textbooks and classroom supplies needed for the opening of school. The FY2011 budget for this category was decreased by 11.7%, or approximately $3.2 million. This budgetary decrease is the result of a decrease in the central budget for textbooks. Significant textbook purchases were made in the prior year, and no additional funds were provided for this year.
The textbook decrease was offset by the reassignment of equipment purchases to this category by MSDE; these purchases were included in the other instructional costs category in past years. To date, $18.1 million, 75.1% of the FY2011 budgeted instructional textbook and supplies funds, has been committed; the remaining budget will be spent during the school year to purchase additional consumable classroom supplies, textbooks, and other media.

- **Other Instructional Costs** – This category is comprised of commitments for contracted services, staff development, and other costs used to support the instructional programs. The budget for this category decreased $6.3 million, or 44.1%, from that of the prior year. This is due to the change by MSDE in the definition of equipment, which resulted in costs moving from this category to the instructional textbooks and supplies category. To date, $7.1 million, 88.2% of the FY2011 budgeted funds, have been committed. In the prior year, $6.7 million, 46.5%, had been committed. It is expected that the remaining funds will be utilized by year end.

- **Special Education** – The special education category includes costs associated with the educational needs of students receiving special education services. The FY2011 salary budget includes funding for salary increases of approximately $1.2 million. Of the FY2011 special education nonsalary budget of $41.4 million, $34.7 million (84%) is now estimated for placement of children in nonpublic schools. To date, $30.7 million of the funds for nonpublic placement have been committed, compared with $31.4 million committed at March 2010.

- **Student Personnel and Health Services** – Year-to-date FY2011 expenditures for student personnel and health services are currently in line with the budget.

- **Transportation** – This category includes all costs associated with providing school transportation services for students between home, school, and school activities. Much of the transportation nonsalary budget is committed early in the fiscal year to reflect the anticipated annual expenditures for contracts with private bus operators, fuel for vehicles, cost of bus maintenance, and other expenditures. The nonsalary budget increased by approximately $1.6 million, which is primarily attributable to an expected increase in diesel fuel costs. As of March 2011, 94% of the nonsalary budget had been committed compared to 93.1% committed in the prior fiscal year.

- **Operation of Plant** – This category contains personnel salary costs for care and upkeep of grounds and buildings. Additionally, costs of utilities (including telecommunications costs, gas and electric, fuel oil, sewer, and water) are also included. The nonsalary expenditure budget for this category has decreased $1.9 million, a 3.9% decrease over the prior year. This decrease is primarily attributable to an anticipated decrease in the cost of fuel oil. Encumbrances for utilities have been established for approximately the full amount of the budgeted annual costs of $29 million. Other expenditures in this category include the cost of building rent, $5.2 million; custodial supplies, $1.7 million; trash removal, $1.3 million; and other related expenditures. As of March 2011, 93.4% of the nonsalary budget has been committed, which is comparable to March 2010.
• **Maintenance of Plant and Capital Outlay** – The maintenance category consists of activities related to the service and upkeep of building systems and grounds. The Aging Schools Program budget was reduced by $400,000 in the current fiscal year, which accounts for most of the decrease in the nonsalary budget when compared with the prior year. Year-to-date nonsalary expenditures and encumbrances are $14.6 million, 89.9% of the budgeted amount, as compared with $14.9 million, or 88.1%, in the prior fiscal year. Capital outlay nonsalary expenditures are over the budgeted amount as of March 2011, as compared to 70.5% expended in March 2010. The amount in excess of the budget resulted from encumbrances relating to repairing greenhouses at two schools that were damaged by the storms last winter. The budget overage will be resolved by a supplemental appropriation for insurance proceeds which will occur subsequent to the final repair costs being determined.

• **Fixed Charges** – This category includes the cost of employee benefits and other fixed costs. Health insurance and employer FICA consume 70% and 22% of the fixed charges budget, respectively. The FY2011 budget includes a decrease of $1.9 million resulting from a change in the workers’ compensation plan experience. The additional costs of FICA expenses related to increased salaries are offset by a decrease in health care costs.
### Baltimore County Public Schools

**Comparison of FY 2010 and FY 2011 Revenues, Expenditures, and Encumbrances**

**For the Periods Ended March, 2010 and 2011**

#### General Fund

<table>
<thead>
<tr>
<th>Revenues</th>
<th>FY 2010</th>
<th>FY 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adjusted Budget</td>
<td>Earned or Obligated</td>
</tr>
<tr>
<td></td>
<td>as of 03/31/10</td>
<td>as of 03/31/10</td>
</tr>
<tr>
<td>Baltimore County</td>
<td>$670,539,211 $</td>
<td>197,795,442</td>
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<tr>
<td>State of Maryland</td>
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<tr>
<td>Federal</td>
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</tr>
<tr>
<td>Other</td>
<td>19,125,468 $</td>
<td>5,367,583</td>
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<tr>
<td><strong>Total revenues</strong></td>
<td>$1,197,905,720 $</td>
<td>282,776,637</td>
</tr>
</tbody>
</table>

| Expenditures and encumbrances                 |                             |                              |
| Administration                                | $23,918,032 $               | 16,442,554 $               | 68.7%          | $24,251,557 $   | 17,614,141 $           | 72.6%          |
| Non-salary                                    | 9,599,225 $                | 2,523,690                  | 79.2%          | 9,915,835 $     | 2,943,377              | 83.7%          |
| **Subtotal**                                  | 36,409,967 $               | 24,966,244                 | 68.5%          | 44,171,392 $   | 20,557,518             | 72.6%          |
| Mid-level administration                      | 75,579,264 $               | 22,856,756                 | 69.8%          | 78,182,571 $   | 23,864,016             | 69.5%          |
| Non-salary                                    | 7,806,708 $                | 2,949,567                  | 62.2%          | 8,509,077 $     | 2,000,593              | 76.5%          |
| **Subtotal**                                  | 83,385,972 $               | 25,806,323                 | 69.1%          | 86,710,548 $   | 25,864,609             | 70.2%          |
| Instruction:                                  |                             |                              |
| Instructional salaries                        | 441,427,940 $              | 306,853,358               | 70.5%          | 460,783,852 $  | 303,635,438            | 65.9%          |
| Non-salary                                    | 27,320,909 $               | 16,719,280                 | 61.7%          | 24,138,239 $   | 18,119,377             | 75.1%          |
| Other instructional costs                     | 14,306,242 $               | 9,433,125                  | 66.2%          | 7,990,663 $     | 7,051,041              | 82.1%          |
| **Subtotal**                                  | 53,735,999 $               | 56,22,584                  | 72.3%          | 91,464,256 $   | 55,225,648             | 71.8%          |
| Student personnel                             | 8,152,546 $                | 5,822,003                  | 68.3%          | 24,138,239 $   | 18,119,377             | 75.1%          |
| Non-salary                                    | 212,582 $                  | 129,006 $                 | 60.7%          | 204,988 $       | 84,198 $               | 41.1%          |
| **Subtotal**                                  | 8,365,128 $                | 2,669,316                  | 68.1%          | 8,424,056 $    | 5,906,201              | 70.1%          |
| Health services                               | 13,143,736 $               | 4,268,544                  | 67.5%          | 13,502,240 $   | 4,343,307              | 67.8%          |
| Non-salary                                    | 494,111 $                  | 95,433 $                 | 80.7%          | 443,265 $       | 26,553 $               | 80.0%          |
| **Subtotal**                                  | 13,637,847 $               | 4,363,977                  | 80.9%          | 13,945,505 $   | 4,316,954              | 79.0%          |
| Student transportation                        | 31,578,328 $               | 2,516,819                  | 93.1%          | 32,740,483 $   | 2,123,664              | 94.0%          |
| Non-salary                                    | 22,157,671 $               | 2,516,819                  | 93.1%          | 23,400,263 $   | 2,123,664              | 94.0%          |
| **Subtotal**                                  | 53,735,999 $               | 5,033,670                  | 77.9%          | 56,146,744 $   | 4,246,483              | 79.9%          |
| Operation of plant                            | 39,274,589 $               | 11,555,795                 | 80.3%          | 40,184,939 $   | 11,750,291              | 78.9%          |
| Non-salary                                    | 50,092,041 $               | 11,486,333                 | 89.4%          | 48,141,494 $   | 11,306,506              | 93.4%          |
| **Subtotal**                                  | 89,366,630 $               | 14,486,026                 | 83.3%          | 88,326,435 $   | 23,056,797              | 81.1%          |
| Maintenance of plant                          | 16,664,906 $               | 2,957,537                  | 88.1%          | 16,215,212 $   | 1,642,842              | 99.9%          |
| Non-salary                                    | 28,502,818 $               | 4,390,024                  | 84.6%          | 23,756,106 $   | 4,390,024              | 84.6%          |
| **Subtotal**                                  | 28,502,818 $               | 4,390,024                  | 84.6%          | 23,756,106 $   | 4,390,024              | 84.6%          |
| Fixed charges                                 | 252,688,706 $              | 61,814,531                 | 75.5%          | 250,673,876 $  | 60,069,157              | 76.0%          |
| Non-salary                                    | 252,688,706 $              | 61,814,531                 | 75.5%          | 250,673,876 $  | 60,069,157              | 76.0%          |

#### Total Salary

| Total Salary                                   | $752,800,284 $ | $ 239,387,240 | 66.2%           | $779,077,957 $ | $ 249,271,587 | 68.0%           |
| Total Non-Salary                               | 445,105,436 $  | 86,849,561 | 80.5%          | 431,819,922 $  | 81,610,591 | 81.1%           |

**Total expenditures and encumbrances**

| Total expenditures and encumbrances            | **$1,210,897,859 $** | **$ 317,064,445** | 73.8%           |

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Figure 4 Prepared by: Office of Accounting and Financial Reporting, April 25, 2011
Northeast Area Educational Advisory Council Meeting  
May 3, 2011  
Eastern Technical High School  
Pre-Capital Budget Planning Meeting  

Called to order at 7:03 p.m.

**Attendance:**  
Lorrie Erdman, Stephanie Marks, Rodger Jansen, Kevin Grabill

**Greeting by Stephanie Marks:**  
No stakeholder groups present at tonight’s meeting. Would like to see the Board fund the Superintendent’s budget as proposed.

**Rodger Jansen**  
Found it disappointing that there was no attendees at this meeting. May 25th is the Capital Budget meeting with the Board at Greenwood. Must arrive by 6 p.m. to sign up. If you can’t attend, you may put it in writing; it is accepted just as well.

**Kevin Grabill**  
Distributed pre-capital budget plan to those in attendance.

Adjourned 7:15 p.m.

Respectfully submitted by Lorrie Erdman
Southeast Area Education Advisory Council
Meeting Minutes April 11, 2011

Meeting called to order: 7:00PM

Advisory Council Members: Bill Bafitis, Robert Berkshire, Jackie Brewster, Bonnie Saul, Sandra Skordalos & Bud Staigerwald

Attendees: Lisa Murphy (BCPS Fiscal Analyst)

Speakers: Amy Taylor (Charlesmont ES PTA Secretary) & Jackie Brewster (Patapsco HS PTSA)

Amy Taylor - Charlesmont ES PTA Secretary:
Hello – I am representing Charlesmont Elementary PTA:

Today is the perfect day to ask that all schools be air conditioned. Once the heat starts building in the classrooms students as well as adults begin to focus on summer activities and can no longer focus on learning. We now begin our school year before Labor Day and end our school year in mid-June. It becomes unbearable in our classrooms especially on days when there is no air flow or when windows are not able to be opened due to things happening in our communities. If you are in a classroom on the west side of our building, you bake in the sun. I understand that the county is in the process of adding air conditioning to several schools a year, but at that rate it will take decades to air condition all of our buildings.

Thank you.

Questions arose regarding why Charlesmont ES teachers were not allowed to have fans in their classrooms. Fans are in use at other area schools. Suggestions were made that they receive the fans currently in use at Dundalk HS when the new building is completed.

Jackie Brewster – Patapsco HS PTSA
- All school buildings should have air conditioning.
- Patapsco HS needs its parking lot resurfaced
- Patapsco HS needs new auditorium seating – many of the chairs are missing because they were broken and can no longer be replaced
- Patapsco HS needs a new parking lot large enough to include parent/ student parking.
- Patapsco HS needs a new/ updated building that will include classrooms built for the magnet program and to alleviate the use of trailers.
- Patapsco HS needs a new sound system.
- Patapsco HS needs a stadium or at the least an enclosed field.

Questions arose regarding the removal of trailers, whether or not the building had been updated for student capacity since rooms had been modified for magnet use (there are already classes being taught in hallways and the auditorium, removing trailers will cause more issues), and the loss of auditorium seats since they no longer have the type seats available to replace the damaged seats they need to remove.
Advisory Council Meeting:

It was brought to the attention of the advisory council that a local Dundalk bus company that many of our southeast schools used is no longer on the county approved list. Apparently, BCPS changed the procedure for approval and now they contract out the approval process for bus companies. The advisory council would like more details on this process, why the procedure was changed, and why BCPS no longer approves bus companies that transport our students on field trips if this indeed is the new procedure. Apparently, the new companies charge more money than the Dundalk company would cost - Just Class Motor Coach $290 and Durham $340. The Dundalk company was trying to complete the process for BCPS but it was costing them too much money to proceed. There was also concern about the significant decrease in the number of bus companies over previous years and the reliability of some of the bus companies still on the approved list.

- A.S. Tours, Inc. DBA Midway Tour & Travel 3834 Lewin Ave/P.O. Box 26463 Baltimore MD 21215 410-367-6900
- Bailey Coach Inc. 123 E. Market Street York PA 17401 717-718-0490 jbailey@baileycoach.com
- Durham School Services, L.P. 9729 Philadelphia Road Baltimore MD 21237 410-686-1076 john.ziegler@nationalexpresscorp.com
- Dillon's Bus Service 8383 Elvaton Road Millersville MD 21108 410-647-2321 reddillon@americancoachlines.com
- Golden Ring Travel & Transportation Inc. 8861 Citation Rd Baltimore MD 21221 410-391-8700 goldenringbus@aol.com
- Greenspring Tours Inc. PO Box 358 Timonium MD 21094 410-561-1119 greenspringtours@comcast.net - Tour planning Co. uses only companies on this list for BCPS
- Harris Bus & Terminal Services, Inc. 10245 Bird River Road Baltimore MD 21220 410-335-4874 harrisbus@comcast.net
- Hunt Valley Motor Coach Inc. 227 Cokesville Road/P.O.Box507 Hunt Valley MD 21030 410-584-7377 hvmc@aol.com
- Julian Tours 1500 N. Beauregard St-Suite 110 Alexandria VA 22311 703-379-2300 randy@juliantours.com - Tour planning Co. uses only companies on this list for BCPS
- Paul D. Rill DBA Rill's Bus Service 218 Dutrow Road Westminster MD 21157 410-876-7530 staff@rillsbusservice.com
- Rill's Bus Service 218 Dutrow Road Westminster MD 21157 410-876-7530 staff@rillsbusservice.com
- Bill Rohrbaugh's Charter Svc., Inc. 3395 Main Street Manchester MD 21102 410-239-8000 judyr@rohrbaughs.com
- S & L Enterprises, Inc. 19723 Leitersburg Pike Hagerstown MD 21742 301-797-8511 smedley@atlanticcoastrailways.com
- Sivels Transportation, Inc. 9773 Groffs Mill Drive #211 Owings Mills MD 21117 443-250-3869 billsivels@yahoo.com
- Superior Tours, Inc. 7100 Milford Industrial Road Baltimore MD 21208 410-602-1704 info@superiortours.net / Fax: 410-486-2464
- Whitcraft Services, Inc. 20756 Old York Road Parkton MD 21120 410-343-2565 whitcraftbus@comcast.net
- Woodlawn Motor Coach Inc. 6523 Baltimore National Pike Catonsville MD 21228 410-744-3300 bbayer@woodlawnmc.com
Another concern was that no representative from Battle Grove ES was present at our meeting. Upon arrival at Battle Grove ES we were let in the building by a custodian who was not aware we had a meeting scheduled at this location. After checking with someone he allowed us to use the library which had been left open for us by the staff.

Meeting Adjourned: 8:00PM
Next meeting: May 9th at Charlesmont ES – 100 Book Challenge and Reading Research Labs