I. PLEDGE OF ALLEGIANCE

II. SILENT MEDITATION IN REMEMBRANCE

III. AGENDA

Consideration of the agenda for May 22, 2012

IV. MINUTES

Consideration of the Open Minutes of April 10, 2012; and the Open and Closed Minutes of April 17, 2012

V. SELECTION OF SPEAKERS

VI. ADVISORY AND STAKEHOLDER GROUPS

VII. GENERAL PUBLIC COMMENT

VIII. SPECIAL ORDER OF BUSINESS – Recognition of Student Board member, Logan McNaney

(Mr. Schmidt)

IX. NEW BUSINESS

A. Consideration of consent to the following personnel matters:

   1. Transfers

   2. Administrative Appointments

   (Dr. Peccia)

   Exhibit B

   Exhibit C

B. Consideration of consent to the following contract awards:

   1. Financing Various Vehicles

   (Dr. Peccia)

   Exhibit C-1
X. WORK SESSION REPORTS

A. Report on the Proposed Board of Education Policies (first reading):  (Mr. Coleman)
   - Proposed Changes to Policy 3160 – NON-INSTRUCTIONAL SERVICES: Risk Management-School-Sponsored Activities  Exhibit D
   - Proposed Deletion of Policy 4302 – PERSONNEL: Professional Staff-Tenure and Non-Tenure  Exhibit E
   - Proposed Changes to Policy 5550 – STUDENTS: Services to Students-Behavior  Exhibit F
   - Proposed Changes to Policy 6800 – INSTRUCTION: Field Trips and Foreign Travel  Exhibit G
   - Proposed Changes to Policy 8210 – INTERNAL BOARD POLICIES: Organization-Board Officers-Election and Term of Office  Exhibit H
   - Proposed Changes to Policy 8222 – INTERNAL BOARD POLICIES: Organization-Secretary-Treasurer  Exhibit I
   - Proposed Changes to Policy 8230 – INTERNAL BOARD POLICIES: Organization-Orientation of New Board Members  Exhibit J
   - Proposed Changes to Policy 8250 – INTERNAL BOARD POLICIES: Organization-Board Member Attendance  Exhibit K
   - Proposed Changes to Policy 8260 – INTERNAL BOARD POLICIES: Organization-Authority of Individual Board Members  Exhibit L
   - Proposed Changes to Policy 8270 – INTERNAL BOARD POLICIES: Organization-Board Committees  Exhibit M
   - Proposed Changes to Policy 8280 – INTERNAL BOARD POLICIES: Organization-Memberships  Exhibit N

B. Update on Staffing/Budget for Fiscal Year 2012 and 2013  (Ms. Burnopp/Dr. Peccia)

C. Update on Progress of the Northwest Area Economic and Residential Forecast Study  (Ms. Calder)  Exhibit O

D. Report on the NorthBay Environmental and Character Development Education Program  (Dr. Plunkett/Dr. Williams)  Exhibit P
X. WORK SESSION REPORTS (cont)
   E. Site Concept of the New Elementary School at Mays Chapel (Mr. Sines) Exhibit Q

XI. INFORMATION
   A. New Superintendent’s Rule 5550 – STUDENTS: Services to Students-Behavior Exhibit R

XII. ANNOUNCEMENTS

Next Board Meeting Tuesday, June 12, 2012
7:00 PM Greenwood – ESS Building
TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, April 10, 2012

The Board of Education of Baltimore County met in open session at 6:04 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Mr. Logan McNaney. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

SPECIAL ORDER OF BUSINESS

Board President Schmidt read the following resolution:

WHEREAS, The Superintendent of Schools for Baltimore County, Dr. Joe A. Hairston, is retiring effective June 30, 2012, after twelve distinguished and successful years; and

WHEREAS, The Board of Education of Baltimore County has engaged in a national search to find a candidate for the position of Superintendent of Schools; and

WHEREAS, As part of that search process, the Board of Education solicited comments and input from parents, the community, elected officials, stakeholder groups, and employees of the Baltimore County Public School System, regarding “desired characteristics” in a new Superintendent; and

WHEREAS, The Board of Education conducted three hundred fifty-five (355) interviews or focus groups and received over sixteen hundred (1,600) surveys; and

WHEREAS, The Board of Education reviewed numerous applications for the position of Superintendent, and conducted personal interviews with a number of potential candidates; and

WHEREAS, The Board of Education has made a decision as to the individual who it believes will best serve the Baltimore County Public Schools as its Superintendent; therefore, be it

RESOLVED, That the Board of Education hereby appoints S. Dallas Dance, Ph.D., as the Superintendent of Schools, for a four-year term of office, effective July 1, 2012, subject to the Board of Education and Dr. Dance entering into a mutually agreeable Contract, and further subject to the statutorily mandated approval of the State Superintendent of Schools.
Mr. Schmidt thanked the following individuals: Board members for their hard work, time, efforts, and professionalism during the search process; Dr. Hairston for his assistance, support, counsel, and wisdom; Hazard, Young, Attea, and Associates, Mr. Alan Leis and Mr. Michael Hickey, and its team; Andrew Nussbaum, Esquire, for his counsel and insight, and Ms. Brenda Stiffler.

On motion of Mr. Uhlfelder, seconded by Mr. Parker, the Board unanimously approved Dr. S. Dallas Dance as the Superintendent of Schools, for a four-year term of office, effective July 1, 2012.

Dr. Dance stated that he works passionately for his family and for every single child. He thanked Dr. Hairston for his leadership and noted that student achievement has been exceptional under his direction. Dr. Dance remarked that these are challenging times for the field of education. The school system needs to engage students in the classroom every day through innovation and technology. He stated that his goal through the transition is listening and learning; stressing internal and external communication. Everyone needs to work collaboratively to raise the bar in Baltimore County Public Schools to eliminate the achievement gap.

ADJOURNMENT

At 6:21 p.m., the Board meeting was adjourned.

Respectfully submitted,

______________________________
Joe A. Hairston
Secretary-Treasurer

JAH/bls
The Board of Education of Baltimore County met in closed session at 5:15 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Mr. Logan McNaney. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Mr. Schmidt reminded Board members of community functions and Board of Education events scheduled in April and May.

Board member, Mr. James E. Coleman, entered the room at 5:20 p.m.

Pursuant to the Annotated Code of Maryland, State Government Articles, §§10-508(a)(1), (a)(7), and (a)(9) and upon motion of Mr. Janssen, seconded by Mr. McNaney, the Board commenced its closed session at 5:23 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 5:23 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Mr. Logan McNaney. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: Ms. Michele O. Prumo, Chief of Staff; Dr. Roger L. Plunkett, Assistant Superintendent, Curriculum and Instruction; Ms. Karen Blannard, Assistant Superintendent, Elementary Schools; Ms. Patricia Lawton, Assistant Superintendent, Elementary Schools; Ms. Verletta White, Assistant Superintendent, Elementary Schools; Dr. Alpheus Arrington, Director, Human Resources; Mr. George M. Duque, Staff Relations Manager; Anjanette L. Dixon, Esquire, Associate General Counsel; Andrew W. Nussbaum, Esquire, Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Mr. McNaney exited the room at 5:23 p.m.

Mr. Duque provided Board members with an update on negotiations with a collective bargaining unit.

Board member, Ms. Ramona N. Johnson, entered the room at 5:26 p.m.

Mr. McNaney re-entered the room at 5:27 p.m.
CLOSED SESSION MINUTES (cont)

Staff exited the room at 5:28 p.m., with the exception of Dr. Arrington and Ms. Dixon.

Dr. Arrington reviewed with Board members personnel matters to be considered on the evening’s agenda.

Ms. Bright Gordon and Mr. Moniodis exited the room at 6:00 p.m.

Mr. Moniodis re-entered the room at 6:02 p.m.

Ms. Bright Gordon re-entered the room at 6:03 p.m.

Mr. Nussbaum advised Board members on the Mays Chapel appeal and agency fees. Mr. Nussbaum updated Board members on the ethics statute governing boards of education.

On motion of Mr. Coleman, seconded by Mr. Parker, the Board adjourned its closed session at 6:29 p.m. All staff exited the room.

ADMINISTRATIVE FUNCTION SESSION

At 6:29 p.m. the Board discussed the incoming superintendent.

At 6:55 p.m., the Board relocated to room 123 to continue its discussion.

On motion of Mr. Parker, seconded by Mr. McNaney, the Board adjourned its administrative function session at 7:35 p.m.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:38 p.m. at Greenwood. President Lawrence E. Schmidt, Esquire, and the following Board members were present: Mr. Michael H. Bowler, Cornelia Bright Gordon, Esquire, Mr. James E. Coleman, Mr. Michael J. Collins, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. George J. Moniodis, Mr. H. Edward Parker, Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Mr. Logan McNaney. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.
PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Mr. Matt Evans, a student at Towson University, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Under item VI, Public Comment, Dr. Hairston removed from the agenda Public Comment on the proposed changes to Policy 7240 – NEW CONSTRUCTION: Planning-School Sites.

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

SELECTION OF SPEAKERS

After collecting completed sign-up cards, Mr. Schmidt announced the names of persons who would be speaking during the public comment portion of the meeting as well as the order in which the persons would be called.

Mr. Schmidt stated that public comment is one of the opportunities provided to hear the views and receive the advice of community members. The members of the Board appreciate hearing from interested citizens and will take their comments into consideration, even though it is not the Board’s practice to take action at this time on issues which are raised. When appropriate, the Board will refer concerns to the superintendent for follow-up by his staff.

While the Board encourages public input on policy, programs, and practices within the purview of this Board and this school system, this is not the proper avenue to address specific student or employee matters, or to comment on matters that do not relate to public education in Baltimore County. The Board encourages everyone to utilize existing avenues of redress for complaints. Inappropriate personal remarks or other behavior that disrupts or interferes with the conduct of this meeting are out of order.

Mr. Schmidt also asked speakers to observe the timer, which lets the speaker know when time is up. He asked speakers to conclude their remarks when they see his/her time is up.

ADVISORY AND STAKEHOLDER COMMENTS

Miss Olivia Keithley, Baltimore County Student Council (BCSC) President and member of the Superintendent’s Student Council Advisory Group, reported on its March 27 general assembly where Dr. Hairston was the keynote speaker. On March 8, the Superintendent’s Advisory group met and discussed a variety of topics including technology in the classroom and readiness for college. She announced that the annual BCSC Bull Roast, will be held on May 18, 2012, at Oregon Ridge.
ADVISORY AND STAKEHOLDER COMMENTS (cont)

Ms. Abby Beytin, President of the Teachers Association of Baltimore County, stated that classroom teachers were omitted from the committee who prepared the special education staffing plan. She stated that, without the perspective of the classroom teacher, a major voice had not been heard and an outcome may have contained additional ideas.

Mr. P. J. Shafer, Esquire, Chair of the Special Education Citizens Advisory Committee (SECAC), reported on its meeting of April 16 where Ms. Sara Egorin-Hopper presented good teaching strategies for helping teach reading comprehension for students on the autism spectrum. Mr. Shafer introduced Ms. Elisa Hartman, vice-chair of SECAC.

Ms. Nancy Ostrow, President of the PTA Council of Baltimore County, stated that she provided Dr. Dance, incoming superintendent, with PTA resources, such as PTA Goes to Work and policy and rule 1210. She announced that the Council will hold its final general membership meeting on April 26, 2012, at Perry Hall Middle School beginning at 7:30 p.m. Ms. Ostrow encouraged Board members to celebrate national PTA Teacher Appreciation week, May 7-11, 2012.

Ms. Jean Suda, a representative of the Citizens Advisory Committee for Gifted and Talented Education, stated that the Committee has been working with the Office of Gifted and Talented (G/T) to produce a parent booklet about G/T education in Baltimore County. On March 7, 2012, the Committee hosted a program about “Life as a G/T Student;” a diverse group of G/T students from all levels participated on the panel. Ms. Suda thanked Dr. Hairston for his support over the past 12 years.

Ms. Laura Mullen, Chair of the Central Area Education Advisory Council, reported on the Council’s 2014 capital pre-budget hearing held on April 12, 2012, at Cockeysville Middle School. Four speakers requested air conditioning at Lutherville Laboratory, which is not on the list of schools to receive air conditioning in FY14. She announced that the Council would hold its next meeting on May 24, 2012, at Pinewood Elementary School.

Ms. Beverly Coleman, Chair of the Southwest Area Education Advisory Council, reported on the Council’s March 21, 2012, meeting. Dr. Hairston spoke about the improvements in the southwest area over the past twelve years. BCPS staff also discussed air conditioning, staffing process, and bullying. She announced that the Council would hold its next meeting on April 18, 2012, at Western School of Technology.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 2343

No one from the public signed up to speak on this policy.
PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 3532

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

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 3640

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

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 5410

Ms. Nancy Ostrow, on behalf of the PTA Council of Baltimore County, expressed that such revisions were taken to strongly present the philosophy and scope of school counseling services. She strongly suggested that more money be allocated to school counseling. As the school system designs future budgets, it needs to look beyond the national ratio.

PUBLIC COMMENT ON THE PROPOSED DELETION OF POLICY 8110

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

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 8120

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

PUBLIC COMMENT ON THE PROPOSED CHANGES TO POLICY 8131

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

GENERAL PUBLIC COMMENT

Ms. Helen Clark asked the Board to include funds in the FY14 capital budget for air conditioning at Lutherville Laboratory.

Dr. Bash Pharoan asked the Board to consider closing schools on the Muslim holidays.

Mr. Ed Veit expressed concern that the Board has selected for superintendent an individual with little teaching experience and not qualified to manage a large school system.

Ms. Jamie Papas ask the Board to fund air conditioning for Lutherville Laboratory in the FY2014 capital budget request.
SUPERINTENDENT’S REPORT

Dr. Hairston stated that the 2011-2012 school calendar has been adjusted and the last day of school will be Friday, June 8.

PRESIDENT’S REPORT

Mr. Schmidt reported on the following topics:

Letter to the Editor – Mr. Schmidt sent a letter to the editor responding to the editorial of April 15, 2012, regarding incoming superintendent S. Dallas Dance, which stated, in relevant part: “The Board makes no apology for the selection or the process utilized. The Board employed a process that ensured an appropriate level of public input and retained the professionalism required of such an endeavor. We concur that a star is coming to the county.”

Report on the County Executive’s budget report of April 12, 2012 – Mr. Schmidt pointed out a few things from the county executive’s budget message: acknowledgement of Dr. Hairston; and air conditioning funding. A total of 12 additional schools will be receiving air conditioning:

* Catonsville Elementary
* Fort Garrison Elementary
* Sudbrook Magnet Middle
* Timonium Elementary
* Franklin Elementary
* Hebbville Elementary
* Woodmoor Elementary
* Middleborough Elementary
* Middlesex Elementary
* Sussex Elementary
* Hereford High School (systemic renovation)
* Stoneleigh Elementary School (systemic renovation)

Incoming Superintendent – Mr. Schmidt thanked Dr. Hairston and his staff for accommodating Dr. Dance during his visit the prior week.

Legislative Session – Mr. Schmidt remarked that the legislative session had ended without the enactment of an elected or hybrid board; however, if a special session is called, it may be restricted to budgetary issues or may include discussion of a hybrid board. During the 2012-2013 school year, Mr. Schmidt stated that the Board would like to establish a procedure to ensure that all Board members receive regular communications regarding the legislative process. He noted that this item will be discussed at a future Board retreat.
OLD BUSINESS

Board of Education Policies

The Board Policy Committee, represented by Mr. Coleman, recommended approval of eleven policies. This is the third reading. The Board separated exhibit F, proposed changes to Policy 5550, for further discussion.

On motion of Mr. McNaney, seconded by Ms. Roddy, the Board approved the following proposed policies:

- Proposed Changes to Policy 1270 – COMMUNITY RELATIONS: Community Involvement-Parent and Family Involvement
- Proposed Changes to Policy 3200 – NON-INSTRUCTIONAL SERVICES: Purchasing-Purchases from Minority and Small Business Enterprises
- Proposed Changes to Policy 3209 – NON-INSTRUCTIONAL SERVICES: Purchasing Principles
- Proposed Changes to Policy 3520 – NON-INSTRUCTIONAL SERVICES: Physical Plant Services-Maintenance
- Proposed Changes to Policy 5470 – STUDENTS: Services to Students-Wellness
- Proposed Changes to Policy 6400 – INSTRUCTION-Magnet Schools and Programs
- Proposed Changes to Policy 7250 – NEW CONSTRUCTION: Designing-School Building Design
- Proposed Deletion to Policy 7460 – NEW CONSTRUCTION: Constructing-Purchases from Minority Businesses
- Proposed Changes to Policy 8340 – INTERNAL BOARD OPERATIONS: Appeal Before the Board of Education
- Proposed Changes to Policy 8400 – INTERNAL BOARD OPERATIONS: Office of Internal Audit-General

Policy 5550

Mr. Janssen stated that he would not support the proposed changes. He expressed concern over the whole-sale change to the policy. Mr. Janssen remarked that the Board did not have enough time to discuss the policy in detail and that he is uncomfortable approving this policy.
OLD BUSINESS (cont)

Mr. McNaney stated that he disagrees with the proposed changes; he was not provided justification of why the policy could not be revised to allow students to use cell phones in the classroom. Ms. Johnson concurred with Mr. McNaney. She stated that the school system needs to look at ways to allow students to incorporate technology into the curriculum and into the classroom.

Ms. Roddy moved that the Board approve the proposed changes to Policy 5550, Behavior. Mr. Parker seconded the motion. The motion failed and the proposed changes to Policy 5550 were not approved (favor-5; opposed-7).

PERSONNEL MATTERS

On motion of Mr. Parker, seconded by Mr. Coleman, the Board approved exhibit L, Transfers (favor-9; opposed-2; abstained-1). Mr. Janssen and Uhlfelder opposed this item. Mr. Bowler abstained from voting on this item.

On motion of Mr. McNaney, seconded by Mr. Parker, the Board unanimously approved exhibit M, Retirements (favor-12).

On motion of Ms. Roddy, seconded by Mr. Parker, the Board unanimously approved exhibit N, Resignations (favor-12).

On motion of Mr. Uhlfelder, seconded by Mr. McNaney, the Board unanimously approved exhibit O, Leave of Absence (favor-12).

On motion of Mr. Parker, seconded by Mr. McNaney, the Board unanimously approved exhibit P, Non-Renewals (favor-12).

On motion of Mr. Janssen, seconded by Mr. Parker, the Board unanimously approved exhibit Q, Certificated Appointments (favor-12).

On motion of Mr. Parker, seconded by Mr. Coleman, the Board approved exhibit R, Administrative Appointments (favor-8; abstained-4). Mr. Bowler, Mr. Janssen, Mr. Schmidt, and Mr. Uhlfelder abstained from voting on this item. (Copies of the exhibits are attached to the formal minutes).
NEGOTIATED AGREEMENTS

On motion of Ms. Roddy, seconded by Mr. Parker, the Board approved the supplement to the Master Agreement for the American Federation of State, County, and Municipal Employees, AFL-CIO (AFSCME) as presented in exhibit S (favor-10; opposed-1). Mr. Janssen opposed this item. Student representative, Mr. McNaney, did not vote on this item.

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Mr. Parker, recommended approval of items 1-25, 28-35, and 37 (exhibit T). Mr. Parker noted that items 26, 27, and 36 are being pulled from the agenda.

The Board approved items 1-25, 28-35, and 37.

1. JMI-626-08 Contract Modification: Information Technology contracted Staffing Services
2. RGA-176-06 Contract Modification: Professional Auditing Services
3. RGA-177-06 Contract Modification and Extension: Elementary Mathematics Curriculum Textbooks
4. JMI-601-08 Contract Modification and Extension: Instructional Materials
5. JMI-640-09 Contract Modification and Extension: Networking Services and Equipment
6. RGA-118-11 Contract Modification and Extension: Software – Applicant Tracking and Management
7. RGA-955-12 Contract Extension: Cohort – Kinesiology for Physical Education Teachers-Master of Science
8. PCR-251-12 Agent – Natural Gas Acquisition
9. MBU-516-12 Automotive Trainers and Courseware
10. MWE-803-12 Cengage Textbooks – eCatalog
11. RGA-965-12 Cohort – Administration/Educational Leadership
12. RGA-966-12 Cohort – Education with a Concentration in Secondary Science, Technology, Engineering, and Mathematics (STEM)-Master of Arts
13. RGA-967-12 Cohort – Education with a Concentration in Science, Technology, Engineering, and Mathematics (STEM) K-8 – Masters of Arts
14. RGA-968-12 Cohort – Reading Specialist, Cohort III – Master of Education
BUILDING AND CONTRACT AWARDS (cont)

15. RGA-969-12 Cohort – School Improvement Leadership, Administrator I – Master of Education
16. RGA-970-12 Cohort – Transdisciplinary Literacy Strategies for Content Learning-Certificate
17. RGA-971-12 Cohort – Urban Educational Leadership – Certification Program
18. RGA-972-12 Cohort – Urban Educational Leadership – Master of Science Program
19. RGA-126-12 Curriculum and Textbooks – Engineering is Elementary
20. JMI-614-12 Custodial Cleaning Products
21. MBU-515-12 Floor Care Products
22. RGA-132-12 Professional Development Online Modules – Teacher and Administrator Training
23. JNI-797-12 Robotics Kits and Individual Items
24. MWE-818-12 Trash Can Liners
25. MWE-820-12 Trucks
28. JMI-621-12 Replacement of Windows, Blinds, and Doors – Deer Park Middle Magnet School
29. JNI-713-12 TV Studio – George Washington Carver Center for Arts & Technology
30. PCR-245-12 Replacement of Windows, Doors, and Blinds – Glyndon Elementary School
31. PCR-240-12 Renovation of Health Suite – Kingsville Elementary School
32. MWE-824-12 Replacement of Water Service – Lansdowne High School
33. JNI-708-12 Resurfacing of the Multi-use Courts – Padonia International Elementary and Pot Spring Elementary Schools
34. PCR-239-12 Locker Room Renovation – Pikesville Middle School
35. MWE-816-12 Replacement of Flooring – Seventh district Elementary School
37. MWE-819-12 Consultant Qualification: Construction Management Services
PROPOSED BOARD MEETING SCHEDULE

Mr. Schmidt reviewed the proposed Board meeting dates for the upcoming year with Board members.

Mr. Uhlfelder moved that the Board approve the proposed Board Meeting Schedule for 2012-2013 (exhibit U). The motion was seconded by Ms. Roddy and approved by the Board (favor-12).

BASEBALL SCOREBOARD AND INSTALLATION AT LOCH RAVEN HIGH SCHOOL

Dr. Edward Newsome, Jr., Assistant Superintendent of High Schools, reported that the scoreboard at Loch Raven High School is being erected with monies from the Loch Raven High School Activity Fund (Athletics) and privately the Loch Raven High School Booster Club. The evaluation of the scoreboard will be based on it meeting all applicable electrical and structural codes associated with the installation process.

On motion of Mr. Parker, seconded by Mr. Coleman, the Board unanimously approved the Scoreboard and Installation at Loch Raven High School as presented in exhibit V (favor-12).

BUDGET APPROPRIATION TRANSFER

Ms. Barbara Burnopp, Chief Financial Officer, reported to Board members that the budget appropriation transfer is a request to the county to re-appropriate funds between categories. As part of that process, decisions are made to transfer funds between categories to balance general fund appropriations for the fiscal year. She noted that the changes are to align the funds as the schools would like to spend. This allows flexibility for each school to spend in three categories. Ms. Burnopp stated that salary savings in category 10, Operation of Plant, are being transferred to category 11, Maintenance of Plant.

On motion of Mr. Parker, seconded by Ms. Bright Gordon, the Board approved the operating budget appropriation transfer of $4,665,000 as presented in exhibit W (favor-11). Student representative, Mr. McNaney, did not vote on this item.
REPORTS

The Board received the following reports:

A. **Report on the Proposed School Calendar for 2013-2014** – Mr. George Duque, Manager of Staff Relations, stated that the calendar committee took into consideration the requisite 180-student days in developing the calendar, which include seven inclement weather days and three days of profession development for staff. He noted that the school calendar’s objective is to advance student achievement and align activities to support teaching and learning. This is the first reading of the proposed calendar.

B. **Report on Proposed Special Education Staffing Plan for 2012-2013** – Ms. Kalisha Miller, Director of Special Education, provided an overview of the proposed plan. The staffing plan is due to the Maryland State Department of Education on or before July 1, 2012. The review process included two community input sessions and a public comment session.

The plan continues to reflect a shift in continuing compliance, instruction, and narrowing the achievement gap by ensuring equal access to the curriculum and differentiated instruction in the least restrictive environment (LRE). *The Code of Maryland Regulations* (COMAR) requires an annual development of a special education staffing plan, which must include the following components:

- Description of how the plan assures available resources.
- Provision of a free, appropriate public education.
- Evidence of maintenance of effort.
- Staffing patterns of service providers.
- The number and type of service providers.

Ms. Constance Dean, Coordinator of Placement and Birth-to-Five, highlighted previous successes, which included:

- Proactively supporting early childhood inclusion.
- Developing a public-private partnership with the Trellis School to support the needs of students identified with Autism Spectrum Disorder.
- Focusing attention on maintaining students in LRE.
- Increasing resource room supports.
- Relocating cluster classes.

This is the first reading of the special education staffing plan.
Mr. Janssen asked why teachers were not part of the planning committee. Ms. Miller responded that three to four resource teachers were part of the planning committee. Ms. Miller stated that she would speak with Ms. Beytin to consider placing school-based teachers on the committee. Mr. Schmidt and Mr. Bowler encouraged the committee to solicit advice from teachers.

Mr. Bowler asked for Baltimore County statistics on Autism Spectrum and whether the statistics include Asberger’s syndrome. Ms. Miller responded that, 10% of Baltimore County’s overall special education population is autistic, which represents an increase of 1.5% or approximately 200 students.

Ms. Roddy asked which services are provided by the Trellis School. Ms. Miller responded that the public/private partnership is encouraged by the Maryland State Department of Education (MSDE). The private school operates a classroom inside a Baltimore County school, which keeps Baltimore County students in their home school. Ms. Roddy asked how the Trellis School was selected. Ms. Miller responded that the school system was looking for selected autism services, such as classroom instruction, related services, additional one-to-one support, ADA strategies, and data collection to support interventions. Ms. Roddy asked what is the curriculum used by BCPS to help autism students become independent adults. Ms. Miller responded that the school system focuses on its functional adaptive program, *On Life Skills*. Ms. Roddy asked how the system participates in transitioning of students exiting the system and what information is provided for families to ensure a smooth transition. Ms. Miller responded that, students who are nondiploma-bound, starting in Grade 11 the school system places students in a work environment. The goal is that to have the student hired by the company they are working for when the student turns 21 years old.

Ms. Bright Gordon asked what type of inclusive transitional planning is in place for foster students. Ms. Miller responded that staff determines the placement of foster students and works with the agency to ensure a smooth transition. Ms. Miller noted that many out of county students receive special education services. In addition, the school system utilizes the southwest and northwest Child Find Group, which allows facilitation of placement for transitional students. Ms. Bright Gordon asked what the school system’s position is regarding a student rights and at what age can the child attend meetings. Ms. Miller responded that the school system encourages the student to attend the meetings, particularly at the middle school level. Ms. Bright Gordon requested data on “fair” hearings.

Ms. Johnson requested data by school of the number of special education students and how those students are performing on the MSA.
C. **Report on the Career and Technology Education (CTE) Program** – Dr. John Quinn, Executive Director of Science, Technology, Engineering, and Mathematics (STEM), introduced Ms. Leila Walker, Coordinator of Career and Technology Education. Ms. Walker played a video clip of the various CTE programs at Sollers Point Technical High School.

Ms. Walker provided a historical overview of the CTE program, identified CTE’s alignment with college and workforce readiness, and outlined challenges and success with CTE.

Mr. Buddy Parker, principal of Western School of Technology (WST), reviewed his school’s nine CTE programs as well as its magnet program: business, management, and finance; cosmetology; culinary arts and restaurant management; environmental science; environmental technology; health science; information technology; automotive service; graphic/print communications; and mechanical construction/plumbing. Mr. Parker also reported on WST’s internship program with various businesses and organizations.

Mr. Janssen asked whether students take a MOSHA/OSHA test prior to the industry certification testing.

Mr. Uhlfelder asked how the school system determines when to eliminate a program. Ms. Walker responded that the program is evaluated and the recommendations made merit time or funding. Mr. Uhlfelder asked whether a system exists to counsel students about growth industries. Mr. Buddy Parker responded that the decision-making point is when students are in Grades 6 and 7. The school system hosts CTE camps, mails information to students in Grades 6 and 7, and send information to principals and counselors about the camp.

Ms. Johnson thanked staff for explaining the information by school and by trade. Ms. Johnson asked how a school decides which CTE program to offer. Ms. Walker responded that the principal contacts the CTE office; then the request is given to the superintendent for review and approval. Ms. Johnson asked what best practices can Sollers Point share with other schools. Ms. Walker responded that every student who enters that school has applied through the magnet process and very few students drop out. The students are committed to the program. Ms. Johnson asked whether the school system tracks academic performance of students enrolled in CTE programs. Ms. Walker responded that the system tracks GPA and technical GPA of students compared to state standards and state averages. Ms. Johnson requested data on the academic achievement of CTE students compared to non-CTE students.
INFORMATION

The Board received the following as information:

A. Legislation Summary

B. Revised School Calendar for 2011-2012 – Schools will close on Friday, June 8, 2012.


D. Southeast Area Education Advisory Council Minutes of February 13, 2012

E. Northeast Area Education Advisory Council Minutes of March 21, 2012

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

G. Revised Superintendent’s Rule 3200 – NON-INSTRUCTIONAL SERVICES: Purchasing-Purchases from Minority and Small Business Enterprises

H. Revised Superintendent’s Rule 3209 – NON-INSTRUCTIONAL SERVICES: Purchasing Principles

I. Revised Superintendent’s Rule 3520 – NON-INSTRUCTIONAL SERVICES: Physical Plant Services-Maintenance

J. Revised Superintendent’s Rule 4207 – PERSONNEL: Compensation, Benefits, and Retirement-Salary Error

K. Deletion of Superintendent’s Rule 4401 – PERSONNEL: Support/Classified Personnel-Definitions

L. Deletion of Superintendent’s Rule 4404 – PERSONNEL: Support/Classified Personnel-Conflict of Interest

M. Revised Superintendent’s Rule 5470 – STUDENTS: Services to Students-Wellness

N. New Superintendent’s Rule 5550 – STUDENTS: Conduct-Behavior (Rule will not move forward since Policy 5550 was not approved)

O. Revised Superintendent’s Rule 6400 – INSTRUCTION-Magnet Schools and Programs
INFORMATION

P. Deletion of Superintendent’s Rule 6600 – Home and Hospital Teaching
Q. Deletion of Superintendent’s Rule 6603 – Schedules for Alternative Programs: Evening High Schools
R. Revised Superintendent’s Rule 7250 – NEW CONSTRUCTION: Designing-School Building Design

ANNOUNCEMENTS

Mr. Schmidt made the following announcements:

- The Northeast Area Education Advisory Council will hold its capital pre-budget hearing on Wednesday, April 18, 2012, at Fullerton Elementary School beginning at 7:00 p.m.
- The Southwest Area Education Advisory Council will hold its next meeting on Wednesday, April 18, 2012, at Western School of Technology beginning at 7:00 p.m.
- The Board of Education will host dinner with the Baltimore County Department of Recreation and Parks board on Monday, April 30, 2012, at The Sherwood House beginning at 5:00 p.m.
- The Board of Education will hold its next meeting on Tuesday, May 8, 2012, at New Town High School. The meeting will begin with an open session at approximately 5:15 p.m. The Board will then adjourn to meet in closed session. The open session will reconvene at approximately 7:00 p.m. The public is welcome to all open sessions.

ADJOURNMENT

As there was no further business, the Board adjourned its meeting at 10:08 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

/bls
# BALTIMORE COUNTY PUBLIC SCHOOLS  
TOWSON, MARYLAND 21204

May 22, 2012

## RECOMMENDED TRANSFERS

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
</table>
| **LAURA L. BROWN**    | Assistant Principal  
(Effective July 1, 2012)  
Baltimore Highlands Elementary School | Assistant Principal  
Fullerton Elementary School |
| **LISA M. DINGLE**    | Principal  
(Effective July 1, 2012)  
Winfield Elementary School | Principal  
Relay Elementary School |
| **LESLIE J. DUNN**    | Principal  
(Effective July 1, 2012)  
Timber Grove Elementary School | Principal  
Villa Cresta Elementary School |
| **DAMIEN B. INGRAM**  | Principal  
(Effective July 1, 2012)  
Deer Park Middle Magnet School | Principal  
Meadowood Education Center |
| **LAURA A. KELLY**    | Assistant Principal  
(Effective July 1, 2012)  
Chesapeake Terrace Elementary School | Assistant Principal  
Catonsville Elementary School |
| **BENJAMIN J. MERTES** | Assistant Principal  
(Effective July 1, 2012)  
Randallstown Elementary School | Assistant Principal  
Pine Grove Elementary School |
| **HEIDI H. MILLER**   | Principal  
(Effective July 1, 2012)  
Relay Elementary School | Principal  
Timber Grove Elementary School |

* (Replacing Candace Winterson, recommended for appointment for Principal, Fullerton Elementary School)*

* (Replacing Heidi Miller, recommended for transfer to Principal, Timber Grove Elementary School)*

* (Replacing Kathleen Bishop, retired)*

* (Replacing Delores Tedeschi-Butler, recommended for transfer to Principal, Deer Park Middle Magnet School)*

* (Replacing Arlene Moore, recommended for transfer to Assistant Principal, Cedarmere Elementary School)*

* (Replacing Belinda Tetteris, recommended for transfer to Assistant Principal, Randallstown Elementary School)*

* (Replacing Leslie Dunn, recommended for transfer to Principal, Villa Cresta Elementary School)*
<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ARLENE N. MOORE</strong></td>
<td>Assistant Principal</td>
<td>Assistant Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Catonsville Elementary School</td>
<td>Cedarmere Elementary School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Renee Jenkins, recommended for appointment to Principal, Deer Park Elementary School)</td>
</tr>
<tr>
<td><strong>LISA A. PACHINO</strong></td>
<td>Assistant Principal</td>
<td>Assistant Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Arbutus Elementary School</td>
<td>Campfield Early Childhood Center</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Autrese Thornton, recommended for transfer to Assistant Principal, Chesapeake Terrace Elementary School)</td>
</tr>
<tr>
<td><strong>DELORES TEDESCHI-BUTLER</strong></td>
<td>Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Meadowood Education Center</td>
<td>Deer Park Middle Magnet School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Damien Ingram, recommended for transfer to Principal, Meadowood Education Center)</td>
</tr>
<tr>
<td><strong>BELINDA C. TETTERIS</strong></td>
<td>Assistant Principal</td>
<td>Assistant Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Pine Grove Elementary School</td>
<td>Randallstown Elementary School</td>
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<tr>
<td></td>
<td></td>
<td>(Replacing Benjamin Mertes, recommended for transfer to Assistant Principal, Pine Grove Elementary School)</td>
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<tr>
<td><strong>AUTRESE M. THORNTON</strong></td>
<td>Assistant Principal</td>
<td>Assistant Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Campfield Early Childhood Center</td>
<td>Chesapeake Terrace Elementary School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Laura Kelly, recommended for transfer to Assistant Principal, Catonsville Elementary School)</td>
</tr>
<tr>
<td><strong>JOHN S. WARD</strong></td>
<td>Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Stemmers Run Middle School</td>
<td>Randallstown High School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Cheryl Pasteur, retired)</td>
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<tr>
<td><strong>CAROLYN H. WOLF</strong></td>
<td>Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Padonia International Elementary School</td>
<td>Warren Elementary School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Susan Eisenhart, retired)</td>
</tr>
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</table>
BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND

RECOMMENDED APPOINTMENTS

MAY 22, 2012

<table>
<thead>
<tr>
<th>NAME</th>
<th>FROM</th>
<th>TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAMELA M. CROSELL</td>
<td>Teacher/Mentor Rodgers Forge Elementary School</td>
<td>Assistant Principal McCormick Elementary School</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>(Replacing Marilyn Lange, retired)</td>
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<tr>
<td>ERIN D. DICELLO</td>
<td>Teacher/Resource Colgate Elementary School</td>
<td>Assistant Principal Colgate Elementary School</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>(Replacing Joyce Cummings, retired)</td>
<td></td>
</tr>
<tr>
<td>MELISSA E. DIDONATO</td>
<td>Assistant to the Assistant Superintendent – Zone 2</td>
<td>Principal Padonia International Elementary School</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>(Replacing Carolyn Wolf, recommended for transfer to Principal, Warren Elementary School)</td>
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<tr>
<td>KATIE L. FILLING</td>
<td>Teacher/Resource Office of Title I</td>
<td>Specialist Office of Title I</td>
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<tr>
<td>(Effective May 23, 2012)</td>
<td>(Replacing Michele Stansbury, promoted to Supervisor, Compliance/Fiscal Services, Office of Title I)</td>
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<tr>
<td>RORRIE K. FORTIER</td>
<td>Specialist, PreK-12 Office of Mathematics</td>
<td>Coordinator, Elementary Mathematics Office of Mathematics</td>
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<td>(Effective May 23, 2012)</td>
<td>(Replacing Cindy Dennis, retired)</td>
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<tr>
<td>RENEE A. JENKINS</td>
<td>Assistant Principal Cedarmere Elementary School</td>
<td>Principal Deer Park Elementary School</td>
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<td>(Effective July 1, 2012)</td>
<td>(Replacing Iris Steele, retired)</td>
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<tr>
<td>AMANDA K. JOHNSON</td>
<td>Teacher/Resource Baltimore Highlands Elementary School</td>
<td>Assistant Principal Baltimore Highlands Elementary School</td>
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<td>(Effective July 1, 2012)</td>
<td>(Replacing Laura Brown, recommended for transfer to Assistant Principal, Fullerton Elementary School)</td>
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<td>NAME</td>
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<td>--------------------------------</td>
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<td>KELLY O'CONNELL</td>
<td>Teacher/Classroom</td>
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<td>West Towson Elementary School</td>
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<td>PAMELA A. OLIVER-JONES</td>
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<td>ARICKA R. PORTER</td>
<td>Assistant Principal</td>
<td>Principal</td>
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<td>(Effective July 1, 2012)</td>
<td>Featherbed Lane Elementary</td>
<td>Winfield Elementary School</td>
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<td>(Replacing Lisa Dingle, recommended for transfer to Principal, Relay Elementary School)</td>
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<tr>
<td>DAVID ROBB</td>
<td>Teacher/Instructional Specialist</td>
<td>Office of Instructional Technology</td>
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<td>(Effective May 23, 2012)</td>
<td>Technology</td>
<td>Howard County Public Schools</td>
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<td>(Replacing Barbara Skillman, retired)</td>
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<tr>
<td>MARGARET M. ROBERTS</td>
<td>Assistant Principal</td>
<td>Principal</td>
</tr>
<tr>
<td>(Effective July 1, 2012)</td>
<td>Sandalwood Elementary School</td>
<td>Victory Villa Elementary School</td>
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<tr>
<td>(Replacing Kathleen East, retired)</td>
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<tr>
<td>TIMOTHY P. RUALO</td>
<td>Supervisor, Secondary Social Studies</td>
<td>Coordinator, Elementary Social Studies</td>
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<tr>
<td>(Effective July 1, 2012)</td>
<td>Social Studies</td>
<td>Office of Social Studies</td>
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<tr>
<td>(Replacing Tina Nelson, promoted to Assistant Principal, Sparrows Point Middle School)</td>
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<tr>
<td>MARYJANE M. SALAGA</td>
<td>Teacher/Mentor</td>
<td>Assistant Principal</td>
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<td>(Effective July 1, 2012)</td>
<td>White Oak School</td>
<td>Arbutus Elementary School</td>
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<td>(Replacing Lisa Pachino, recommended for transfer to Assistant Principal, Campfield Early Childhood Center)</td>
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<td>MARK F. TAYLOR</td>
<td>Teacher/Classroom</td>
<td>Assistant Principal</td>
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<td>(Effective July 1, 2012)</td>
<td>Woodholme Elementary School</td>
<td>New Town Elementary School</td>
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<tr>
<td>(Replacing Pamela Oliver Jones, recommended for appointment for Principal, Sparks Elementary School)</td>
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<tr>
<td>NAME</td>
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<td>TO</td>
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<tr>
<td><strong>PAUL L. TAYLOR, JR.</strong></td>
<td>Architectural Project Manager</td>
<td>Assistant Administrator,</td>
</tr>
<tr>
<td>(Effective May 23, 2012)</td>
<td>Prince George’s County Public Schools</td>
<td>Engineering and Construction</td>
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<td>Department of Physical Facilities</td>
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<td>(Replacing Merril Plait, promoted to</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Administrator, Engineering and Construction)</td>
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<tr>
<td><strong>JOHARI TOE</strong></td>
<td>Specialist, Instructional Coach</td>
<td>Assistant Principal</td>
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<td>(Effective July 1, 2012)</td>
<td>Elementary</td>
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<td>Office of Title I</td>
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<td></td>
<td></td>
<td>for appointment to Principal, Victory Villa</td>
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<tr>
<td><strong>GORDON E. WEBB</strong></td>
<td>Assistant Principal</td>
<td>Principal</td>
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<tr>
<td>(Effective July 1, 2012)</td>
<td>Deer Park Magnet Middle School</td>
<td>Stemmers Run Middle School</td>
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<tr>
<td></td>
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<td>(Replacing John Ward, recommended for</td>
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<tr>
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<td>transfer to Principal, Randallstown High</td>
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<tr>
<td></td>
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<td>School)</td>
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<tr>
<td><strong>CANDACE L. WINTERSON</strong></td>
<td>Assistant Principal</td>
<td>Principal</td>
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<tr>
<td>(Effective July 1, 2012)</td>
<td>Fullerton Elementary School</td>
<td>Fullerton Elementary School</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Replacing Susan Biscoe, retired)</td>
</tr>
</tbody>
</table>
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

RE: RECOMMENDATIONS FOR AWARD OF CONTRACTS

ORIGINATOR: Renee A. Foose, Deputy Superintendent

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

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

*****

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

RLG/tcg

Appendix I – Recommendations for Award of Contracts – Board Exhibit
1. **Contract Modification:** Financing Various Vehicles  
   **Contract #:** MBU-520-12  

<table>
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<th>Term:</th>
<th>5 years</th>
<th>Extension:</th>
<th>N/A</th>
<th><strong>Contract Ending Date:</strong></th>
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<td>Estimated contract authority:</td>
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<td>Board meeting date:</td>
<td>May 22, 2012</td>
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<td>Pre-bid meeting date:</td>
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<td>Due date:</td>
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<td>No. of vendors issued to:</td>
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<tr>
<td>No. of bids received:</td>
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<tr>
<td>No. of no-bids received:</td>
<td>3</td>
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</tbody>
</table>

**Description:**

This is a supplement to clarify the contract and correct the exhibit approved on May 8, 2012, in order to satisfy required language per the recommendation of special tax counsel.

This contract consists of financing for required school buses and trucks. The recommendation for the purchase of vehicles is based on selecting the financing option that provides the most cost-effective financing plan. The proposed interest rate shall be fixed, and the principal and interest will be budgeted and paid each year in accordance with an established repayment schedule. The total principal and interest will be repaid over a period of six fiscal years (July 1 through June 30), but shall not exceed a period of 61 months. The financing arrangement has been coordinated with the Baltimore County Office of Budget and Finance to ensure that the annual payments required are funded in the BCPS budget. The proposal is conditioned upon the equipment lease/purchase agreement being a qualified tax-exempt obligation within the meaning of the Internal Revenue Code, which in turn requires the Board of Education to reasonably anticipate that it and its subordinate units have not and will not issue tax-exempt obligations in the face amount of more than $10 million during calendar year 2012. The award of the financing shall constitute evidence of such reasonable anticipation by the board, as well as the board’s designation, of the equipment lease/purchase agreement as a qualified tax-exempt obligation within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

Lindsey A. Rader, Esq., of Funk & Bolton, P.A., Baltimore, MD, shall serve as special tax counsel for this transaction.

**Recommendation:**

Award of contract is recommended to:

JPMorgan Chase Bank, N.A.  
Columbus, OH

**Responsible school or office:**  
Fiscal Services

**Contact person:**  
Barbara Burnopp

**Funding source:**  
Operating budget
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 3160, SCHOOL-SPONSORED ACTIVITIES

ORIGINATOR: Renee A. Foose, Deputy Superintendent

RESOURCE PERSON(S): Kara Calder, Executive Director, Planning and Support Operations

INFORMATION

That the Board of Education reviews the proposed changes to Policy 3160– School-Sponsored Activities. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 3160
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 3160
SCHOOL-SPONSORED ACTIVITIES

Statement of Issues or Questions Addressed
In accordance with Board of Education Policy and Superintendent’s Rule 8130, Policy 3160 is scheduled for review in school year 2011-2012. Policy 3160 articulates the Board’s commitment to providing school-sponsored activities for students as part of the total educational program while minimizing the risk of potential loss and exposure property damage, property loss, or bodily injury associated with these activities. Staff is recommending that Policy 3160 be revised to: (1) include a policy statement that better reflects the Board’s intent; (2) include an implementation section; (3) conform to 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 1300, Use of School Facilities
2. Board of Education Policy 2361, Distribution of Non-School Materials
3. Board of Education Policy 3125, School Activity Funds
4. Board of Education Policy 3150, Board Insurance Program
5. Board of Education Policy 5320, Organizations
6. Board of Education Policy 5330, Social Events
7. Board of Education Policy 6701, Extracurricular Activities
8. Board of Education Policy 6800, Field Trips and Foreign Travel
10. Board of Education Policy 8410, Fraud Reporting

Legal Requirements
1. Annotated Code of Maryland, Education Article §4-105, Comprehensive liability insurance; defense of sovereign immunity.

Similar Policies Adopted by Other Local School Systems
1. Harford County Board of Education, Policy 06-0013-000, Non-school Sponsored Trips
2. Frederick County Board of Education, Policy 111, Safety

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other options were considered.
**Timeline**
First reading – May 22, 2012
Public comment – June 12, 2012
Third reading/vote – July 10, 2012
NON-INSTRUCTIONAL SERVICES: NON-INSTRUCTIONAL SERVICES [Risk Management]

School-Sponsored Activities

I. POLICY STATEMENT

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) IS COMMITTED TO OFFERING SCHOOL-SPONSORED ACTIVITIES FOR STUDENTS AS PART OF THE TOTAL EDUCATIONAL PROGRAM AS LONG AS THE RISK OF POTENTIAL LOSS AND EXPOSURE TO PROPERTY DAMAGE, PROPERTY LOSS, OR BODILY INJURY ASSOCIATED WITH THESE ACTIVITIES CAN BE MINIMIZED.

[Consistent with the Board of Education’s goal to provide a safe and orderly learning environment.]

II. IMPLEMENTATION

A. THE BOARD DIRECTS THE SUPERINTENDENT TO IMPLEMENT THIS POLICY. [the Superintendent of Schools shall establish administrative procedures for the review and approval of school-sponsored activities and programs that carry a high risk of exposure for property damage, property loss, or bodily injury.]

LEGAL REFERENCES: ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §4-105, COMPREHENSIVE LIABILITY INSURANCE; DEFENSE OF SOVEREIGN IMMUNITY.

RELATED POLICIES: BOARD OF EDUCATION POLICY 1300, USE OF SCHOOL FACILITIES
BOARD OF EDUCATION POLICY 2361, DISTRIBUTION OF NON-SCHOOL MATERIALS
BOARD OF EDUCATION POLICY 3125, SCHOOL ACTIVITY FUNDS
BOARD OF EDUCATION POLICY 3150, BOARD INSURANCE
Policy 3160

BOARD OF EDUCATION POLICY 5320, ORGANIZATIONS
BOARD OF EDUCATION POLICY 5330, SOCIAL EVENTS
BOARD OF EDUCATION POLICY 6701, EXTRACURRICULAR ACTIVITIES
BOARD OF EDUCATION POLICY 6800, FIELD TRIPS AND FOREIGN TRAVEL
BOARD OF EDUCATION POLICY SUB SERIES 8360, ETHICS CODE
BOARD OF EDUCATION POLICY 8410, FRAUD REPORTING

Policy                        Board of Education of Baltimore County
Adopted: 03/13/07
REvised: ________
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED DELETION OF BOARD OF EDUCATION POLICY 4302, TENURE AND NON-TENURE

ORIGINATOR: Renee A. Foose, Deputy Superintendent

RESOURCE PERSON(S): Donald Peccia, Assistant Superintendent, Human Resources

INFORMATION

That the Board of Education reviews the proposed deletion of Policy 4302. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 4302
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 4302
TENURE AND NON-TENURE

Statement of Issues or Questions Addressed
In accordance with Board of Education Policy and Superintendent’s Rule 8130, Policy 4302 is scheduled for review in school year 2011-2012. Policy 4302 articulates: (1) how a teacher obtains tenure; (2) the annual declaration of intent requirement. Staff is recommending that the policy be deleted. The process for granting tenure is simply a restatement of the teacher contract language found in the Code of Maryland Regulation (COMAR 13A.07.02.01). Further, the declaration of intent process is outlined in Department of Human Resources’ procedures. As such, the policy is not needed and should be deleted.

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

Relationship to Other Board of Education Policies
1. Board of Education Policy 4004, Evaluations

Legal Requirements
1. COMAR 13A.07.02.01, Contracts

Similar Policies Adopted by Other Local School Systems
A search of LEA policy websites was conducted and no similar policies were found.

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered

Timeline
First reading – May 22, 2012
Public comment – June 12, 2012
Third reading/vote – July 10, 2012
PERSONNEL: Professional Staff

Tenure and Non-Tenure

A teacher with a Professional Certificate must teach two (2) years successfully before being granted tenure. The non-tenured status of a probationary (second-year) teacher with a professional certificate may be extended to a third year with the approval of the Superintendent.

Teachers shall be asked annually whether they intend to accept reemployment in the school system and will be required, as appropriate, to indicate their plans.

Legal References: Annotated Code of Maryland, Education Article, §6-102, Classes of teachers’ certificates.
COMAR 13A.07.02.01, Contracts
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

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

ORIGINATOR: Renee A. Foose, Deputy Superintendent

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

RECOMMENDATION

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

* * * * *

Attachment I: Policy Analysis
Attachment II: Policy 5550
Statement of Issues or Questions Addressed
At the request of the Board of Education, Board Policy 5550 is reviewed annually. The policy is reviewed annually by the Student Handbook Committee which includes the involvement and input of school administrators, the Board’s bargaining units, PTAs, Student Council representatives, and others. Policy 5550 outlines behavior-related offenses and consequences for behaviors that occur on school property, at school-sponsored activities, or when students are otherwise under the authority of the Baltimore County Public School System. Staff is recommending that the policy be revised to: (1) edit Paragraph IV.C.1. by deleting “shall” and inserting “may” to clarify that a violation under this section may result in assignment to an alternative program or expulsion, making additional discipline options available to school administrators; (2) include a compliance section requiring the annual notice of the policy to students and parents; (3) include an exception for the use of inoperable, look-alike rifle props in color guard/marching band performances; (4) include an implementation section; (5) conform with the Policy Review Committee’s policy 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 5120, Attendance and Excuses
3. Board of Education Policy 5330, Social Events
4. Board of Education Policy 5520, Student Dress Code
5. Board of Education Policy 5530, Student Use and Possession of Tobacco
6. Board of Education Policy 5540, Alcoholic Beverages and Drugs
7. Board of Education Policy 5551, Gang Activity and Similar Destructive or Illegal Behavior
8. Board of Education Policy 5560, Suspension, Assignment to Alternative Programs, or Expulsions
9. Board of Education Policy 5561, School Use of Reportable Offenses
10. Board of Education Policy 5580, Bullying Harassment, or Intimidation
11. Board of Education Policy 5590, Students’ Expressions
12. Board of Education Policy, 6202 Telecommunication Access to Electronic Information, Services, and Networks
13. Board of Education Policy 6701, Extracurricular Activities
14. Board of Education Policy 6800, Field Trips and Foreign Travel
Legal Requirements
1. 20 U.S.C. §7151, Gun-Free Schools Act
2. Annotated Code of Maryland, Education Article §7-304, Special programs for disruptive students.
3. Annotated Code of Maryland, Education Article §7-305, Suspension and expulsion.
4. Annotated Code of Maryland, Education Article §7-424.1, Model policy prohibiting bullying, harassment and intimidation.
5. Annotated Code of Maryland, Education Article §7-424.2, Gang prevention, intervention, and suppression efforts.
6. COMAR 13A.01.04.03, School Safety
7. COMAR 13A.02.04, Tobacco-Free Environment
8. COMAR 13A.08.01.04, Unlawful Absence
9. COMAR 13A.08.01.11, Disciplinary Action
10. COMAR 13A.08.01.17, School Use of Reportable Offenses
11. COMAR 13A.08.04, Student Behavior Interventions

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 22, 2012
Public Comment – June 12, 2012
Third reading/vote – July 10, 2012
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 WHILE on school property, DURING SCHOOL-SPONSORED ACTIVITIES, WHILE BEING TRANSPORTED TO AND FROM SCHOOL OR SCHOOL-SPONSORED ACTIVITIES, AND AS PROVIDED IN PARAGRAPH V, SCOPE OF AUTHORITY [on school buses, and at off-site school-sponsored activities].

B. A student’s behavior is disruptive when it DISTURBS OR OTHERWISE interferes with the ORDERLY CONDUCT OF THE ACTIVITIES AND 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.

C. Students who take part in disruptive behavior are subject to discipline that may include suspension, assignment to an alternative program, or expulsion, IN ACCORDANCE WITH [according to the procedures outlined in] Board [of Education] Policy and Superintendent’s Rule 5560, Suspensions, Assignment to Alternative Programs, or Expulsions.

D. The behavior offenses for which student discipline MAY BE IMPOSED ARE LISTED IN PARAGRAPH IV BELOW [will be followed]. 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 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 INVOLVING STUDENTS AND SPONSORED BY, SUPERVISED BY, APPROVED BY, OR OTHERWISE UNDER THE JURISDICTION OF THE BOARD, ITS AGENTS OR REPRESENTATIVES, REGARDLESS OF WHEN OR WHERE THE ACTIVITY TAKES PLACE [planned and supervised by school personnel].

IV. Offenses

A. Category I [-]

1. 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)
f. Unexcused absence or truancy (class/classes)
g. Unexcused absence or truancy (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) 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**

1. 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** [–]

1. Examples of offenses that MAY [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 gun¹ (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,

¹ The use of permanently inoperable OR WOODEN LOOK-ALIKE rifles by JROTC OR COLOR GUARD/MARCHING BAND students shall not be a violation of this policy during instructional time and at any other times when under the direct supervision of JROTC OR COLOR GUARD/MARCHING BAND instructors.
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)²
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

OTHER
u. Robbery

V. [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. All school-sponsored activities on property owned or leased by the
Board or held off of school grounds, including but not limited to:
field trips, extracurricular activities, social events;
2. Travel on school buses or other official means of transportation; and
3. On-site or off-site school-related problems which are the result or
cause of disruptive behavior on school grounds.

B. A student may be subject to disciplinary RESPONSES [sanctions] when he
or she commits 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.

VI. COMPLIANCE

THE SUPERINTENDENT WILL ENSURE THAT ALL STUDENTS AND
PARENTS ARE ADVISED OF THE CODE OF CONDUCT, INCLUDING THE
PROHIBITED CONDUCT AND ENUMERATED OFFENSES OUTLINED IN
THIS POLICY.
VII. IMPLEMENTATION

THE BOARD DIRECTS THE SUPERINTENDENT TO IMPLEMENT THIS POLICY.

*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*
COMAR 13A.08.04, *STUDENT BEHAVIOR INTERVENTIONS*

Related Policies: Board of Education Policy 5000, *Students*
BOARD OF EDUCATION POLICY 5120, *ATTENDANCE AND EXCUSES*
BOARD OF EDUCATION POLICY 5330, *SOCIAL EVENTS*
Board of Education Policy 5500, *Conduct*
Board of Education Policy 5520, STUDENT *Dress CODE*
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 Expulsions
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 6701, EXTRACURRICULAR ACTIVITIES
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: 07/12/11
REVISED: EFFECTIVE 08/06/2012
DATE:     May 22, 2012
TO:       BOARD OF EDUCATION
FROM:     Dr. Joe A. Hairston, Superintendent
SUBJECT:  REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 6800, FIELD TRIPS AND FOREIGN TRAVEL
ORIGINATOR: Renee A. Foose, Deputy Superintendent
RESOURCE PERSON(S): Roger Plunkett, Assistant Superintendent, Curriculum and Instruction
Kathleen McMahon, Executive Director, Special Programs

INFORMATION

That the Board of Education reviews the proposed changes to Policy 6800, Field Trips and Foreign Travel. This is the first reading.

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Attachment I – Policy Analysis
Attached II – Policy 6800
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 6800
FIELD TRIPS AND FOREIGN TRAVEL

Statement of Issues or Questions Addressed
Policy 6800 was last reviewed in 2007. Policy 6800 supports field trips as an integral part of the curriculum when conducted to support the instructional program. Staff is recommending that Policy 6800 be revised to: (1) include in policy a statement that field trips must directly relate to the curriculum and be aligned with school system goals; (2) delineate clear standards for the approval of field trips, participation by all eligible students, and the authority of the school system to cancel trips at any time and without financial responsibility to the Board; (3) include an implementation section; (4) 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 3160, School-Sponsored Activities
2. Board of Education Policy 5550, Disruptive Behavior
3. Board of Education Policy 6000, Curriculum and Instruction
4. Board of Education Policy 6100, Curriculum

Legal Requirements
1. None

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy IFS, Field Trips
2. Howard County Board of Education, Policy 8100, Field Trips and Student Activity Trips
3. Montgomery County Board of Education, Policy IPD, Travel Study Programs, Field Trips and Student Organization Trips
4. Prince George’s County Board of Education, Policy 6153, Field Trips

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other options were considered.

Timeline
First reading – May 22, 2012
Public comment – June 12, 2012
Third reading/vote – July 10, 2012
INSTRUCTION: FIELD TRIPS

Field Trips and Foreign Travel

I. POLICY STATEMENT

A. The Board of Education of Baltimore County (Board) recognizes THAT [the] field trips AND FOREIGN TRAVEL STUDY PROGRAMS REPRESENT [as] an integral part of the CURRICULUM WHEN USED TO ENHANCE AND SUPPORT THE instructional program. THE BOARD SUPPORTS THE USE OF CAREFULLY PLANNED FIELD TRIPS AND FOREIGN TRAVEL STUDY PROGRAMS THAT ARE CLEARLY ALIGNED TO AND A LOGICAL OUTGROWTH OF THE CURRICULUM AND ALIGN WITH SCHOOL SYSTEM GOALS.

II. STANDARDS

A. THE PROVISIONS OF THIS POLICY APPLY TO ALL FIELD TRIPS SPONSORED BY BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS).

B. A FIELD TRIP SHALL SUPPORT THE INSTRUCTIONAL PROGRAM AND HAVE A DIRECT RELATIONSHIP TO CURRICULUM GOALS AND OBJECTIVES.

C. NO STUDENT MAY BE DENIED PARTICIPATION IN A SCHOOL-SPONSORED FIELD TRIP OR FOREIGN STUDY PROGRAM DUE TO DISABILITY OR FINANCIAL CIRCUMSTANCES.

D. FIELD TRIPS REQUIRE THE PRIOR APPROVAL OF THE SCHOOL PRINCIPAL, CURRICULUM CONTENT SUPERVISOR, ASSISTANT SUPERINTENDENT FOR THE SCHOOL’S ZONE, AND/OR THE EXECUTIVE DIRECTOR OF SPECIAL PROGRAMS.

E. FIELD TRIPS ARE TO BE CONDUCTED IN ACCORDANCE WITH BOARD POLICIES, SUPERINTENDENT’S RULES, AND ESTABLISHED PROCEDURES RELATING TO HEALTH, SAFETY, AND THE CONDUCT OF STUDENTS, EMPLOYEES, AND CHAPERONES.
F. STUDENTS MAY NOT PARTICIPATE IN SCHOOL-SPONSORED FIELD TRIPS WITHOUT THE PERMISSION OF THEIR PARENT/GUARDIAN AS INDICATED BY A COMPLETED PERMISSION FORM.

G. THE BOARD RESERVES THE RIGHT TO CANCEL A FIELD TRIP AND FOREIGN TRAVEL PROGRAM, OR RECALL THE GROUP, FOR ANY REASON. THE BOARD DOES NOT ASSUME FINANCIAL LIABILITY FOR FIELD TRIPS OR FOREIGN TRAVEL INCLUDING, BUT NOT LIMITED TO, REFUNDS OR CANCELLATIONS FOR ANY REASON.

III. IMPLEMENTATION

A. THE BOARD DIRECTS THE SUPERINTENDENT TO IMPLEMENT THIS POLICY.

[Field trips shall demonstrate recognition of students’ needs, interests, and abilities as evidenced by careful planning; they shall be designed to support, enhance, and extend, classroom instruction and curriculum at all levels; and they shall capitalize on resources including historic sites, museums, and cultural exhibits, expanding students’ horizons beyond the immediate community. When participating in field trips, students have the opportunity to develop and foster skills in real world settings, as well as to apply information learned in an academic setting to a practical setting. As an outgrowth of participation in field trips, students shall engage in reflection and meaningful follow-up.

Field trips, clearly aligned to and a logical outgrowth of the Essential Curriculum, shall be available to Baltimore County Public School (BCPS) students as part of a planned program. Enrichment through field trips is not intended to supplant this Essential Curriculum. While field trips serve as one means for broadening student experiences, the safety and security of the students, as well as the appropriate use of instructional time and personnel, are foremost in importance.

While on an approved field trip, participating students are expected to adhere to behavior expectations outlined in Board Policy 5550, STUDENTS: Conduct, Disruptive Behavior, and Board Policy 5560, STUDENTS: Conduct, Suspension or Expulsion.
The Board further recognizes that secondary students may desire to participate in foreign travel programs which provide a unique opportunity for students to broaden their knowledge of other cultures. It is the expectation of the Board that the staff shall consider the safety and security of students in planning and granting approval for foreign travel.

Further, the staff shall inform the Superintendent of the foreign travel programs operating in BCPS.

Specific information shall be made available to parents, guardians, and interested persons regarding the educational value related to the curriculum, the risks of financial loss, and logistics. While foreign travel is a vehicle for extending student experiences, the appropriate use of instructional time and personnel is foremost in importance.

While on approved foreign travel, participating students are to adhere to behavior expectations outlined in Board Policy 5550, STUDENTS: Conduct, Disruptive Behavior, and Board Policy 5560, STUDENTS: Conduct, Suspension or Expulsion.

The Board does not assume financial liability for field trips or foreign travel including, but not limited to, refunds or cancellations for any reason.

Legal References: Annotated Code of Maryland, Education Article, §7-308
COMAR 13A.08.01.01]

Related Policies: BOARD OF EDUCATION POLICY 3160, SCHOOL-SPONSORED ACTIVITIES
Board of Education Policy 5550, [Disruptive] Behavior
BOARD OF EDUCATION POLICY 6000, CURRICULUM AND INSTRUCTION
BOARD OF EDUCATION POLICY 6100, CURRICULUM
Board of Education Policy 5560, Suspension or Expulsion
Board of Education Policy 8362, Gifts
Board of Education Policy 8363, Conflict of Interest

Policy Board of Education of Baltimore County
Adopted: 11/21/68
Revised: 04/25/95
Revised: 09/09/02
Re-adopted: 12/18/07
REVISED: __________
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8210, OFFICERS, ELECTION

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8210. This is the first reading.

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Attachment I – Policy Analysis
Attached II – Policy 8210
POLICY ANALYSIS FOR  
BOARD OF EDUCATION POLICY 8210  
OFFICERS, ELECTION  
RENAMED AS, “BOARD OFFICERS – ELECTION AND TERM OF OFFICE”

Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8210 is scheduled for review in school year 2011-2012. Policy 8210 establishes the annual meeting for the selection of the president and vice president and the terms of office for these positions. Policy 8210 has been revised to: (1) rename the policy to more accurately reflect the policy’s content; (2) include a policy statement; (3) clarify that when a vacancy occurs, the Board may fill the position during election at the next regularly scheduled Board meeting; (4) 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 8222, Officers, Duties: Secretary-Treasurer

Legal Requirements
1. Annotated Code of Maryland, Education Article §4-102, County superintendent
2. Annotated Code of Maryland, Education Article §4-107, Meetings; officers; expenses
3. Annotated Code of Maryland, Education Article §4-204, Administration of office of county superintendent; general duties

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy BBC, Board Organizational Meeting and Board Officers
2. Caroline County Board of Education, Policy BCB, School Board Officers
3. Frederick County Board of Education, Policy 101.2, Officers
4. Harford County Board of Education, Policy 22-0005-000, Board Officers – Election and Term of Office
5. Kent County Board of Education, Policy BDB, Board Officers
6. Prince George’s County Board of Education, Policy 9361, Meetings, Election of Officers

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: DUTIES AND RESPONSIBILITIES [Organization]

BOARD Officers – [.] Election AND TERMS OF OFFICE

I. POLICY STATEMENT

A. At the first meeting in July of each year, the Board OF EDUCATION OF BALTIMORE COUNTY (BOARD) shall organize by electing a president and a vice president FROM AMONG ITS MEMBERS.

B. THE TERMS OF OFFICE FOR THE PRESIDENT AND VICE PRESIDENT [whose terms of office] shall be one year.

II. VACANCIES

A. ANY VACANCY [vacancies] in the offices of president and/or vice president shall be filled by an election at the next REGULARLY SCHEDULED [regular] Board meeting AFTER THE VACANCY OCCURS.

III. ELECTION

A. The Superintendent [of Schools] shall be the executive officer and secretary-treasurer of the Board. As secretary-treasurer to the Board, the Superintendent shall preside over the election for the office of president.

Legal ReferenceS:  ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §4-102, COUNTY SUPERINTENDENT
Annotated Code of Maryland, Education Article §4-107, Meetings; officers; expenses
ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §4-204, ADMINISTRATION OF OFFICE OF COUNTY SUPERINTENDENT; GENERAL DUTIES
POLICY 8210

RELATED POLICY: BOARD OF EDUCATION POLICY 8222, SECRETARY-TREASURER

Policy
Adopted: 04/13/72
Revised: 07/13/78
Revised: 05/22/07
REvised: _________

Board of Education of Baltimore County
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8222, SECRETARY-TREASURER

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8222. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 8222
Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8222 is scheduled for review in school year 2011-2012. Policy 8222 outlines the duties of the Superintendent in his/her capacity as Secretary-Treasurer of the Board of Education. Policy 8222 has been revised to: (1) rename the policy; (2) include a policy statement; (3) delete the requirement that the Superintendent be incapacitated in order to send a designee to board or committee meetings; (4) include responsibilities as Treasurer of the Board; (5) 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. None

Legal Requirements
1. Annotated Code of Maryland, Education Article §4-102, County superintendent
2. Annotated Code of Maryland, Education Article §4-204, Administration of office of county superintendent; general duties
3. Annotated Code of Maryland, Education Article §4-205, Powers and duties of county superintendent

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy BBA, Superintendent – Secretary/Treasurer, Executive Officer of the Board
2. Frederick County Board of Education, Policy 103, Superintendent
3. Harford County Board of Education, Policy 22-0012-000, Superintendent Relations
4. Prince George’s County Board of Education, Policy 9230, Secretary, Treasurer, and Executive Officer

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

[Officers, Duties:] Secretary-Treasurer

I. POLICY STATEMENT

A. IN ACCORDANCE WITH STATE LAW, the Superintendent [of Schools] shall serve as secretary-treasurer OF [to] the Board OF EDUCATION OF BALTIMORE COUNTY (BOARD).

II. DUTIES

A. As secretary-treasurer, THE SUPERINTENDENT [, his/her duties] shall [be]:
1. MAINTAIN, FILE, AND STORE ALL [To Have complete charge of proper maintenance, filing and storage of] documents and records of the Board IN ACCORDANCE WITH THE SCHOOL SYSTEM’S RECORDS RETENTION SCHEDULE.
2. PUBLISH ALL LEGAL [To Post and issue written] notices CONCERNING BOARD BUSINESS [as required bylaw,] and DISTRIBUTE NOTICES OF [notify all Board members of Board] meetings.
3. [To] PERSONALLY, OR THROUGH A DESIGNEE, attend all MEETINGS OF THE Board [meetings] and OF ITS COMMITTEES, [meetings of all the committees] except when THE BOARD IS CONSIDERING APPEALS IN ITS QUASI-JUDICIAL ROLE IN CLOSED SESSION, OR WHEN THE SUPERINTENDENT’S [his/her own] tenure, salary, or the administration of his/her office are under consideration. [In case of incapacitation, the Superintendent shall appoint an alternate and notify the president of the Board.]
4. [To] Prepare the agenda for each Board meeting.
5. [To] Record minutes of the meetings of the Board.
6. [To] Conduct and sign the correspondence of the Board, WHEN APPROPRIATE.
7. [To] Prepare and submit all official Board documents.
8. [To] Sign and execute all official papers on behalf of the Board when the signature of the Board members is not required.
9. [To] Compile and present information useful to the Board in making decisions and in keeping informed on the progress of the school system.
10. ACT AS CUSTODIAN OF ALL FUNDS BELONGING TO AND UNDER THE CONTROL OF THE BOARD.
11. DISBURSE BOARD FUNDS ACCORDING TO THE PROVISIONS OF THE ANNUAL BUDGET, SPECIFIC DIRECTIVES OF THE BOARD, AND AS PROVIDED BY LAW.

Legal ReferenceS:  
*Annotated Code of Maryland, Education Article §4-102, County superintendent*
*ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §4-204, Administration of office of county superintendent; general duties*
*ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §4-205, Powers and duties of county superintendent*
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8230, ORIENTATION OF NEW BOARD MEMBERS

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8230. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 8230
Policy Analysis for
Board of Education Policy 8230
Orientation of New Board Members

Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8230 is scheduled for review in school year 2011-2012. Policy 8230 outlines the responsibility of the Board to provide orientation for new Board members. Policy 8230 has been revised to: (1) include a policy statement; (2) include a provision for conducting an orientation session for new Board members to reflect current practice; (3) include a provision for granting access to and training on the school system’s relevant systems and networks; (4) revise the policy to reflect Board members will be provided access to the Board’s policies and Superintendent’s rules online, as the Board no longer provides print copies; (5) 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. None

Legal Requirements
1. None

Similar Policies Adopted by Other Local School Systems
1. Charles County Board of Education, Policy 8110, Members: Orienting New Board Members
2. Frederick County Board of Education, Policy 100-3, Orientation Procedures for Board of Education Candidates
3. Washington County Board of Education, Policy BHA, Orientation: New Board Members

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

Orientation of New Board Members

I. POLICY STATEMENT

A. The Board of Education OF BALTIMORE COUNTY (BOARD) BELIEVES THAT IT IS IMPORTANT THAT A NEW MEMBER BE KNOWLEDGEABLE ABOUT SCHOOL BOARD GOVERNANCE AND THE OPERATION OF THE SCHOOL SYSTEM, AND, IN SO FAR AS POSSIBLE, BE PREPARED TO DISCUSS AND CAST INFORMED VOTES ON MATTERS BEFORE THE BOARD.

B. THE BOARD and the administrative staff shall assist each new member to understand the Board’s functions, policies, SUPERINTENDENT’S RULES [and procedures], and operation of the school system upon being SWORN [sword] in. [The following methods shall be employed:]

II. NEW BOARD ORIENTATION

A. THE ORIENTATION PROCESS FOR EACH NEWLY APPOINTED SCHOOL BOARD MEMBER INCLUDES:

1. CONVENING A WORKSHOP FOR THE PRIMARY PURPOSE OF ORIENTING NEW MEMBERS TO HIS OR HER RESPONSIBILITIES; POLICY-MAKING AND ADMINISTRATION; LEGAL AND FISCAL RESPONSIBILITIES; OPEN MEETING LAWS; BOARD STRUCTURE AND ORGANIZATION; AND THE MISSION AND GOALS OF THE SCHOOL SYSTEM.

2. [1.] PROVIDING EACH new member[s Shall be given] selected material on the functions of the Board [of Education] and the school system.

3. [2.] INVITING EACH [The] new member TO [shall be invited to] meet with the Superintendent [of Schools].

4. [3.] PROVIDING EACH NEW MEMBER ONLINE ACCESS TO, AND TRAINING ON, RELEVANT SYSTEMS AND NETWORKS.
5. PROVIDING EACH NEW MEMBER TRAINING ON ACCESSING THE BOARD’S POLICIES AND SUPERINTENDENT’S RULES ON THE SCHOOL SYSTEM’S WEBSITE. [A copy of the Board of Education policies, administrative regulations, and other pertinent materials shall be provided for each new Board member.]

B. ALL NEW MEMBERS ARE STRONGLY ENCOURAGED TO ATTEND WORKSHOPS FOR NEW BOARD MEMBERS CONDUCTED BY THE MARYLAND ASSOCIATION OF BOARDS OF EDUCATION AND THE NATIONAL SCHOOL BOARDS ASSOCIATION.
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8250, BOARD MEMBER ATTENDANCE

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8250. This is the first reading.

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Attachment I – Policy Analysis
Attached II – Policy 8250
POLICY ANALYSIS FOR
BOARD OF EDUCATION POLICY 8250
ATTENDANCE OF BOARD MEMBERS AT BOARD MEETINGS
RENAMED AS, “BOARD MEMBER ATTENDANCE”

Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8250 is scheduled for review in school year 2011-2012. Policy 8250 outlines Board member attendance requirements at Board meetings. Policy 8250 has been revised to: (1) rename the policy, (2) include a policy statement; (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 3126, Expense Reimbursement
2. Board of Education Policy 3127, Travel
3. Board of Education Policy 8270, Board Committees

Legal Requirements
1. Annotated Code of Maryland, Education Article §3-108, Appointment, term, and removal from county board

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy BAD, Board Member Removal from Office
2. Charles County Board of Education, Policy 8140, Members: Code of Behavior: Board Operating Procedures

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

BOARD MEMBER Attendance [of Board Members at Board Meetings]

I. POLICY STATEMENT

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) BELIEVES BOARD MEMBERS MUST BE PERSONALLY PRESENT AT BOARD MEETINGS IN ORDER TO VOTE OR OTHERWISE PARTICIPATE AT THE MEETING IN THEIR POSITION AS A BOARD MEMBER. [As appointees of the Governor of Maryland, members are required to attend not less than fifty percent (50%) of the regular meetings of the Board.]

II. ATTENDANCE

A. ALL BOARD MEMBERS SHALL [It shall be the policy of the Board that all members] attend all meetings, both PUBLIC [regular] and special.

III. ABSENCES

A. EACH BOARD MEMBER SHALL NOTIFY the secretary-treasurer OF HIS/HER NON-ATTENDANCE IN ADVANCE OF THE BEGINNING OF THE BOARD MEETING. [shall be notified of non-attendance in advance of the time of the meeting.]

B. PURSUANT TO MARYLAND LAW, A BOARD MEMBER MAY BE REMOVED AS A MEMBER FOR FAILURE TO ATTEND, WITHOUT CAUSE, AT LEAST HALF OF THE SCHEDULED MEETINGS OF THE BOARD IN ANY ONE CALENDAR YEAR.

IV. EXPENSES

A. BOARD MEMBERS SHALL BE REIMBURSED all necessary expenses of attending meetings relating to OFFICIAL school BOARD matters, including transportation, meals, and registration fees [, shall be charged to Board of Education funds].

B. TRAVEL AND EXPENSE REIMBURSEMENT WILL BE MADE IN ACCORDANCE WITH BOARD POLICIES, SUPERINTENDENT’S RULES, AND ESTABLISHED SCHOOL SYSTEM ACCOUNTING PROCEDURES.
Legal Reference: *Annotated Code of Maryland, Education Article §3-108, Appointment, term, and removal from county board*

RELATED POLICIES: BOARD OF EDUCATION POLICY 3126, *Expense Reimbursements*
BOARD OF EDUCATION POLICY 3127, *Travel*
BOARD OF EDUCATION POLICY 8270, *Board Committees*
Baltimore County Public Schools

Date: May 22, 2012

To: Board of Education

From: Dr. Joe A. Hairston, Superintendent

Subject: Report on Proposed Changes to Board of Education Policy 8260, Authority of Individual Board Members

Originator: Margaret-Ann Howie, Esq., General Counsel

Resource Person(s): Patricia Clark, Policy and Compliance Officer

Information

That the Board of Education reviews the proposed changes to Policy 8260. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 8260
Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8260 is scheduled for review in school year 2011-2012. Policy 8260 prohibits individual Board members from acting on behalf of the Board unless specifically authorized to do so. Policy 8260 has been revised to: (1) rename the policy to more accurately reflect the policy’s intent; (2) include a policy statement; (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 8120, Purpose, Role, and Responsibilities of the Board of Education

Legal Requirements
1. Annotated Code of Maryland, Education Article §3-104, County board is a corporate body; general powers

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel County Board of Education, Policy BAC, Board Member Authority
2. Charles County Board of Education, Policy 8140, Members: Code of Behavior: Board Operating Procedures
3. Harford County Board of Education, Policy 22-0020-000, Board Code of Conduct
4. Prince George’s County Board of Education, Policy 9270, Actions by Individual Board Members
5. St. Mary’s County Board of Education, Policy BBAB, Board Members Authority

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

AUTHORITY [Public Statements] of Individual Board Members

I. POLICY STATEMENT

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) IS A BODY POLITIC AND CORPORATE THAT EXERCISES ITS AUTHORITY THROUGH COLLECTIVE ACTION WHEN THE BOARD IS [It is understood that the members of the Board have authority only when acting as a Board] legally in session. INDIVIDUAL BOARD MEMBERS SHALL HAVE NO AUTHORITY TO MAKE DECISIONS, COMMIT THE BOARD TO ACTIONS, OR TAKE OFFICIAL ACTION ON BEHALF OF THE ENTIRE BOARD.

II. POSITION

A. The Board shall not be bound in any way by any action or statement on the part of any individual Board member, except when THAT [such] statement or action is SPECIFICALLY AUTHORIZED BY [in pursuance of specific instructions from] the Board.

B. Official statements to the public shall be made by the BOARD president, or a designated member, following official action by the Board. [The Board may issue releases to the news media following official action in substantive matters.]

LEGAL REFERENCE: ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE §3-104, COUNTY BOARD IS A CORPORATE BODY; GENERAL POWERS

RELATED POLICY: BOARD OF EDUCATION POLICY 8120, PURPOSE, ROLE, AND RESPONSIBILITIES OF THE BOARD OF EDUCATION
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8270, BOARD COMMITTEES

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8270. This is the first reading.

*****

Attachment I – Policy Analysis
Attached II – Policy 8270
**Policy Analysis for**
**Board of Education Policy 8270**

**Standing and Special Committees Renamed as, “Board Committees”**

**Statement of Issues or Questions Addressed**
In accordance with Policy and Rule 8130, Policy 8270 is scheduled for review in school year 2011-2012. Policy 8270 outlines the authority of the Board to establish committees to review specific topics and make recommendations or, in the case of student suspensions and expulsions, issue decisions on behalf of the Board. Policy 8270 has been revised to: (1) rename the policy; (2) include a policy statement; (3) authorize the Board president to appoint members to serve on Board committees; (4) 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 5560, Suspensions, Assignment to Alternative Programs, or Expulsions

**Legal Requirements**
1. Annotated Code of Maryland, Education Article §7-305, Suspension and expulsion

**Similar Policies Adopted by Other Local School Systems**
1. Anne Arundel County Board of Education, Policy BEE, Board Committees
2. Caroline County Board of Education, Policy BCE, School Board Committees
3. Charles County Board of Education, Policy BDE, Board Committees
4. Washington County Board of Education, Policy BDE, Board Member Standing Committees

**Draft of Proposed Policy**
Attached

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

**Timeline**
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

BOARD [Standing and Special] Committees

I. POLICY STATEMENT

A. THE BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) REVIEWS AND ACTS ON A WIDE VARIETY OF ISSUES. AT TIMES, IT IS NECESSARY TO ESTABLISH SPECIAL [standing] committees of THE BOARD [members] TO REVIEW A SPECIFIC TOPIC; REPORT TO AND MAKE RECOMMENDATIONS TO THE BOARD; OR, IN THE CASE OF STUDENT SUSPENSIONS AND EXPULSIONS, HEAR APPEALS AND ISSUE DECISIONS.

II. POSITION

A. THE BOARD PRESIDENT WILL ANNUALLY APPOINT BOARD MEMBERS TO SERVE ON ITS COMMITTEES, which shall be advisory in nature. [may be appointed annually.] The judgments and recommendations of such committees shall be submitted to the entire Board for [any] formal action [to be taken].

B. Special committees of members may be created by the Board for specific assignments. These SPECIAL committees shall be appointed by the BOARD president AND SHALL TERMINATE [special committees shall be terminated] upon the completion of THE COMMITTEE’S [their] assignment or by a vote of the Board.

C. THE BOARD MAY ESTABLISH A hearing panel[s] composed of at least three non-student Board members TO HEAR APPEALS FILED IN ACCORDANCE WITH BOARD POLICY 5560, SUSPENSIONS, ASSIGNMENT TO ALTERNATIVE PROGRAMS, OR EXPULSIONS, AND TO ISSUE DECISIONS [may be established for appeals of suspension or expulsion of students].
Legal Reference:  *Annotated Code of Maryland, Education Article §7-305, Suspension and expulsion*

RELATED POLICY:  BOARD OF EDUCATION POLICY 5560, *SUSPENSIONS, ASSIGNMENT TO ALTERNATIVE PROGRAMS, OR EXPULSIONS*

Policy       Board of Education of Baltimore County
Adopted: 04/13/72
Revised: 08/19/72
Revised: 05/22/07
REVISED: ____________
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 8280, MEMBERSHIPS

ORIGINATOR: Margaret-Ann Howie, Esq., General Counsel

RESOURCE PERSON(S): Patricia Clark, Policy and Compliance Officer

INFORMATION

That the Board of Education reviews the proposed changes to Policy 8280. This is the first reading.

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Attachment I – Policy Analysis
Attached II – Policy 8280
Policy Analysis for
Board of Education Policy 8280
Membership in School Board Associations
renamed as, “Memberships”

Statement of Issues or Questions Addressed
In accordance with Policy and Rule 8130, Policy 8280 is scheduled for review in school year 2011-2012. Policy 8280 provides for membership in state and national school board associations, and other similar organizations. Policy 8280 has been revised to: (1) rename the policy to better reflect the policy’s intent; (2) include a policy statement; (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. None

Legal Requirements
1. None

Similar Policies Adopted by Other Local School Systems
1. Anne Arundel Board of Education, Policy BH, School Board Memberships
2. Charles County Board of Education, Policy 8120, Members: Opportunities for Development
3. Harford County Board of Education, Policy 22-0013-000, Memberships
4. Howard County Board of Education, Policy 2000, School Board Governance
5. Washington County Board of Education, Policy BJ, School Board Memberships

Draft of Proposed Policy
Attached

Other Alternatives Considered by Staff
No other alternatives were considered.

Timeline
First Reading – May 22, 2012
Public Comment – June 12, 2012
Third Reading/vote – July 10, 2012
INTERNAL BOARD POLICIES: Duties and Responsibilities

MembershipS [in School Board Associations]

I. POLICY STATEMENT

The Board of Education OF BALTIMORE COUNTY (BOARD) may hold memberships in [such local, state, regional, and] national AND STATE school board associations, OR OTHER SIMILAR ORGANIZATIONS, [as may exist] for the purpose of strengthening its effectiveness.
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: UPDATE ON THE NORTHWEST ECONOMIC DEVELOPMENT AND RESIDENTIAL FORECAST STUDY

ORIGINATOR: Renee A. Foose, Deputy Superintendent

RESOURCE PERSON(S): Kara Calder, Executive Director, Planning and Support Operations

INFORMATION

That the Board of Education receives the progress of the Northwest Economic Development and Residential Forecast Study.

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Attachments: Executive Summary
Power Point presentation
Northwest Economic and Residential Forecast Study Update

Executive Summary

Baltimore County Public Schools enrollment projections published in January 2012 show an increase in students system wide from the current enrollment of 105,315 to 109,133 in 2016 and then to 112,530 in 2021. This represents an increase of 7,215 students, or 6.9%, over ten years. In the northwest planning area of the county, which includes 21 elementary, 5 middle, and 6 high schools, enrollment is projected to increase from the current 22,306 to 23,516 in 2016 and then to 24,568 in 2021. This represents an increase of 2,262 students, or 10.1%, over ten years.

Because the northwest area is projected to grow at a pace greater than the system wide pace and because the area is designated as a growth area by Baltimore County, BPCS is conducting a study of the economic and demographic conditions that may impact residential housing patterns and enrollment growth beyond what is captured in the current scope of BCPS projection methodology. BCPS has engaged Sage Policy Group and Cropper GIS to accomplish the following objectives:

- Review and validate BCPS projection methodology
- Deliver data regarding variables that may impact BCPS projections (housing development, pent up demand for home sales, foreclosure market, job market, pace of economic recovery), analyze the implications of these variables, and quantify their potential impact
- Analyze growth management options and strategies for the short, mid, and long term by community and by school clusters
- Produce overall findings about expected growth and enrollment management for the area that will support planning over five to seven years.

The study began in March 2012 and will conclude in June 2012. The work of the study is managed by the Office of Strategic Planning and is guided by a steering committee that includes BCPS administrators and representatives from Baltimore County Planning, Economic Development, and Budget offices.

The consultants have shared preliminary findings with the steering committee that are guiding the discussion and final analysis of the study. These preliminary findings include:

- BCPS projection methodology is sound; it is supported by and consistent with Maryland Department of Planning’s projections
- BCPS projections in the northwest area are likely a low estimate given the real potential for new residential development and housing turnover in the coming years

The steering committee has directed the consultants to conduct a thorough examination of all current and potential relief strategies, recognizing that a combination of different strategies over time will be needed to manage enrollment growth in the area.
Northwest Economic and Residential Development Forecast Study

Update – May 2012
BCPS Enrollment Overview

- Baltimore County Public Schools enrollment projections show an increase in students system wide from 105,315 to:
  - 109,133 by 2016
  - 112,530 by 2021
  - 7,215 student increase (6.9%) over ten years

- In the northwest planning area of the county, enrollment is projected to increase from the current 22,306 to:
  - 23,516 by 2016
  - 24,568 by 2021
  - 2,262 student increase (10.1%) over ten years

Prepared by BCPS Office of Strategic Planning - May 2012
Study Objectives

- Review and validate BCPS projection methodology.
- Deliver data regarding variables that may impact BCPS projections, analyze the implications of these variables, and quantify their potential impact.
- Analyze growth management options and strategies for the short, mid, and long term by community and by school clusters.
- Produce overall findings about expected growth and enrollment management for the area that will support planning over five to seven years.
Consultants

- Anirban Basu, Chairman and CEO
- Specialists in economic and policy analysis

CropperGIS

- Matthew Cropper, President and CEO
- Specialists in school planning, redistricting, demographics, and GIS technology.
Preliminary Findings

• BCPS projection methodology is sound; it is supported by and consistent with Maryland Department of Planning (MDP) projections.

• BCPS projections in the northwest area are likely a low estimate given the real potential for new residential development and housing turnover in the coming years.

• All BCPS relief strategies will need to be considered and implemented over the next 5-7 years to manage growth.
Comparison of MDP/BCPS Projections
Relief Strategies/Managing Resources

Strategies For Providing Relief

- Capital construction
- Permanent/Modular Addition
- Renovations
- Purchase additional relocatable units
- Enrollment caps/Annexing/Redistricting
- Use of existing relocatable units
- Room use recommendations
- Capacity analysis
- Policy review and analysis

BCPS Office of Strategic Planning - May 2012
Next Steps

• Consultants to produce draft final report.
• Steering committee to meet in June.
• Presentation to superintendent in June.
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: REPORT ON THE NORTHBAY ENVIRONMENTAL AND CHARACTER DEVELOPMENT EDUCATION PROGRAM

ORIGINATOR: Renee A. Foose, Deputy Superintendent

RESOURCE PERSON(S): Roger L. Plunkett, Assistant Superintendent, Curriculum and Instruction
John Quinn, Executive Director, STEM
George Newberry, Director, Office of Science
Lisa Williams, Director, Office of Equity and Cultural Proficiency

INFORMATION

That the Board of Education receives a report on the NorthBay Environmental and Character Development Education Program

* * * * *

Attachment I – Executive Summary
Attachment II – PowerPoint presentation
NorthBay Environmental and Character Development Education Program
Executive Summary
May 22, 2012

The NorthBay Environmental and Character Development Education Program offers students a transdisciplinary 7-day experience emphasizing the exploration of environmental science, character education, and experiential learning opportunities. The NorthBay program supports the Baltimore County *Blueprint for Progress* as well as the Maryland State Department of Education’s statutory guidelines related to increasing students’ experiences in environmental science. During the FY 11 school year, 12 BCPS schools participated in the NorthBay environmental science program and the purpose of this presentation is to provide: (1) an overview of the initiative, (2) data describing BCPS student participation, (3) benefits of participating in this initiative and, (4) feedback from BCPS school-based administrators engaging in the NorthBay program.
NorthBay Environmental and Character Development Education Program
What is NorthBay?

… A Location
… An Experience
… A Curriculum
… A Life-Changing Event

Aligned to BCPS *Blueprint for Progress*
- Performance Indicator 1.1 – c,f,g,k,q,s
- Performance Indicator 4.1 – b,j,k
- Performance Indicator 5.3 – b
- Performance Indicator 6.5 – h

Also aligned with Environmental Literacy Standards and supports the new Maryland Environmental Literacy requirements
Program Outcomes

• Connect student to the environment; get them active
• Reinforce character education
• Bring the integrated curriculum experience to life
Baltimore County Public Schools’ Participation in NorthBay

• BCPS schools have been participating since 2006-2007

• Started with a MSDE-funded grant
FY 11 BCPS Participating Schools

- Deep Creek Middle
- Deer Park Middle
- Dundalk Middle
- Golden Ring Middle
- Holabird Middle
- Lansdowne Middle
- Loch Raven Academy
- Middle River Middle
- Old Court Middle
- Stemmars Run Middle
- Southwest Academy
- Windsor Mill Middle
## Demographic Descriptors of Participation FY 11

<table>
<thead>
<tr>
<th>Demographic</th>
<th>Number</th>
<th>Percentages</th>
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</thead>
<tbody>
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<td><strong>Total Students</strong></td>
<td>1258</td>
<td></td>
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<tr>
<td>Male</td>
<td>590</td>
<td>46.9%</td>
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<tr>
<td>Female</td>
<td>668</td>
<td>53.1%</td>
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<td><strong>Special</strong></td>
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<tr>
<td>FARM</td>
<td>768</td>
<td>61.0%</td>
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<td>Special Education</td>
<td>126</td>
<td>10.0%</td>
</tr>
<tr>
<td>English Language</td>
<td>21</td>
<td>1.6%</td>
</tr>
<tr>
<td><strong>Racial Identifiers</strong></td>
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</tr>
<tr>
<td>Amr. Indian</td>
<td>7</td>
<td>.5%</td>
</tr>
<tr>
<td>Asian</td>
<td>32</td>
<td>2.6%</td>
</tr>
<tr>
<td>Black/Afr Amr.</td>
<td>686</td>
<td>54.5%</td>
</tr>
<tr>
<td>Hispanic</td>
<td>74</td>
<td>5.9%</td>
</tr>
<tr>
<td>White</td>
<td>425</td>
<td>33.8%</td>
</tr>
<tr>
<td>Two or More</td>
<td>34</td>
<td>2.7%</td>
</tr>
</tbody>
</table>
The Benefits of the NorthBay Experience

• Connects to outdoors

• Helps build a foundation for an active lifestyle to assist in mitigating the instances of childhood obesity

• Issues of character development abound in contemporary issues in education
The Benefits of the NorthBay Experience

- Lifelong learning
- Academic growth
- Environmental stewardship
- Appreciation for the Chesapeake Bay, its health, and organisms
- Appreciation for wildlife
- One person making a difference
- “The buck stops with me!”
- NO “Away!”
- Character development
- Personal change starting with the first step
- New outlook
- New insights
- Better habits
The Benefits of the NorthBay Experience

• Increase students’ interests in STEM

• Increase BCPS capacity to provide students rigorous, relevant experiences with taught curriculum
NorthBay and Accelerating Student Achievement

• Equity and access challenges

• Opportunity for fun; transdisciplinary, deep and meaningful learning
How NorthBay Provides a Supplemental Experience

• Service learning

• Character education

• Where the state is going with environmental literacy
Let’s hear from the students
School Reflections
Next Steps

• Culminate participation for school year FY 12

• Strengthen coordination with schools and Student Support Services in promoting character development

• Provide professional development to assist teachers in embedding the experience in teaching and learning as we transition to Common Core
Baltimore County Public Schools

Date: May 22, 2012

To: Board of Education

From: Dr. Joe A. Hairston, Superintendent

Subject: Site Concept of the New Elementary School at Mays Chapel

Originator: Renee A. Foose, Deputy Superintendent

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

Information

On March 20, 2012 the Board of Education approved the location of the new elementary school on the school bank site at Mays Chapel Park in Lutherville. Grimm+Parker Architects were contracted to provide planning, design, and construction administration services for the new school project in April.

As information for the Board, Grimm+Parker Architects will present the location of the school facility as it relates to the existing park and community access.

* * * * *

Executive Summary

Site Concept New Elementary School at Mays Chapel

The Mays Chapel site design has progressed to a point of identifying a conceptual plan for the location of the new elementary school at Mays Chapel. As information to the Board of Education, the PowerPoint presentation depicts the location of the school in relation to the existing fields and community.
PROPOSED SITE CONCEPT PLAN

KEY FEATURES OF THE PLAN:

• PRESERVES AND ENHANCES THE EXISTING FIELDS.

• APPROXIMATELY 7-8 ACRES OF NEW DEVELOPMENT.

• PROVIDES CONVENIENT ACCESS TO COMMUNITY FUNCTIONS.

• GEOThermal WELL SYSTEM IS LOCATED BELOW FIELDS AND IS ADJACENT TO THE MECHAnICAL ROOM.

• MAINTAINS THE VIEW OF THE PARK FROM ROUNDWOOD RD AND MOST OF THE ADJACENT COMMUNITY.

MAYS CHAPEL / LUTHERVILLE AREA ELEMENTARY SCHOOL
SITE CONCEPT PLAN PRESENTATION
MAY 22, 2012
**PROJECT SCHEDULE**

**New Elementary School**
- **Design**: 8-10 months
- **Bid**: 3 months
- **Site + Building Construction**: 15 months

**Prototype Elementary School**
- **Design**: 8-10 months
- **Bid**: 3 months
- **Site + Building Construction**: 15 months

**Prototype Elementary School + Early Site Package**
- **Design**: 8-10 months
- **Bid**: 3 months
- **Building Construction**: 12 months
- **Early Site Package Permit / Bid / 3 Month Site Construction**: 6 months

**MAYS CHAPEL / LUTHERVILLE AREA ELEMENTARY SCHOOL**
SITE CONCEPT PLAN PRESENTATION
MAY 22, 2012

- **Prototype Elementary School + Early Site Package** allows the team to accelerate the design and construction phases.

- The accelerated prototype process will save approximately 4-5 months when compared to a traditional design-bid-build new elementary school schedule.
• THE TEAM HAS TOURED THE PREVIOUS VERSION OF THIS SCHOOL AND RECEIVED FEEDBACK FROM THE PRINCIPAL AND OTHER STAFF MEMBERS.

• THE USE OF AN EXISTING SCHOOL AS A PROTOTYPE ALLOWS THE TEAM TO MAKE IMPROVEMENTS TO THE NEXT VERSION BY INCORPORATING “LESSONS LEARNED”.

MAYS CHAPEL / LUTHERVILLE AREA ELEMENTARY SCHOOL
SITE CONCEPT PLAN PRESENTATION
MAY 22, 2012
STUDENTS: CONDUCT

DISRUPTIVE BEHAVIOR

I. PURPOSE

TO ESTABLISH GUIDELINES FOR BALTIMORE COUNTY PUBLIC SCHOOLS (BCPS) ADMINISTRATORS AND STAFF MEMBERS WHEN RESPONDING TO BEHAVIOR VIOLATIONS AS OUTLINED IN THE STUDENT CODE OF CONDUCT.

II. STANDARDS

A. BCPS WILL ANNUALLY PUBLISH A STUDENT HANDBOOK WHICH WILL INCLUDE STANDARDS FOR STUDENT BEHAVIOR AND DISCIPLINARY CONSEQUENCES FOR VIOLATIONS OF THOSE STANDARDS.

B. AS USED IN THIS RULE, A SCHOOL ADMINISTRATOR IS DEFINED AS THE SCHOOL’S PRINCIPAL, OR IN THE ABSENCE OF THE PRINCIPAL, THE ADMINISTRATOR DESIGNATED BY THE PRINCIPAL. EACH SCHOOL PRINCIPAL SHALL ANNUALLY DESIGNATE IN WRITING A SCHOOL ADMINISTRATOR TO ASSUME HIS/HER RESPONSIBILITIES UNDER THIS RULE.

C. THE SCHOOL ADMINISTRATOR WILL INVESTIGATE AN ALLEGED VIOLATION OF THE STUDENT CODE OF CONDUCT TO DETERMINE WHAT, IF ANY, TYPE AND NUMBER OF INTERVENTIONS AND SUPPORTS TO USE PRIOR TO TAKING ANY DISCIPLINARY ACTION. ADMINISTRATORS ARE NOT REQUIRED TO UTILIZE THE INTERVENTIONS OR SUPPORTS IN SEQUENTIAL ORDER. ADMINISTRATORS ARE REQUIRED TO DOCUMENT EACH INTERVENTION, SUPPORT, AND/OR DISCIPLINARY ACTION.

D. THE SCHOOL ADMINISTRATOR SHALL BE THE ONLY PERSON TO USE SUSPENSION AS A DISCIPLINARY RESPONSE FOR A VIOLATION OF THE STUDENT CODE OF CONDUCT.
E. SCHOOL STAFF WILL RECEIVE TRAINING AND RESOURCES NECESSARY TO IMPLEMENT THIS RULE. TRAINING AND RESOURCES WILL ADDRESS:
1. THE CONTENTS OF BOARD OF EDUCATION OF BALTIMORE COUNTY (BOARD) POLICY AND SUPERINTENDENT’S RULE 5550, DISRUPTIVE BEHAVIOR.
2. POSITIVE BEHAVIOR INTERVENTIONS, SUPPORTS, AND RESPONSES TO PROHIBITED CONDUCT AND ENUMERATED OFFENSES.

III. DISCIPLINARY ACTION

A. STUDENTS WHO VIOLATE THE STUDENT CODE OF CONDUCT WILL BE SUBJECT TO DISCIPLINARY RESPONSE UP TO AND INCLUDING EXPULSION.

B. WHEN A STUDENT VIOLATES THE STUDENT CODE OF CONDUCT, SCHOOL ADMINISTRATORS WILL DETERMINE THE APPROPRIATE DISCIPLINARY RESPONSE FOR A VIOLATION AND SHOULD CONSIDER:
1. THE SEVERITY OF THE INCIDENT.
2. THE STUDENT’S PREVIOUS VIOLATIONS, IF ANY, AND/OR CONSEQUENCES FOR THE SAME OR RELATED OFFENSES.
3. WHETHER THE OFFENSE INTERFERED WITH THE RIGHTS, PRIVILEGES, OR PROPERTY OF OTHERS.
4. WHETHER THE OFFENSE POSED A THREAT TO THE HEALTH AND SAFETY OF OTHERS.
5. WHETHER THE STUDENT HAS A DISABILITY AND THE DISABILITY’S POSSIBLE IMPACT ON THE STUDENT'S BEHAVIOR.
6. THE RELATIONSHIP BETWEEN THE OFFENSE AND THE CONSEQUENCE.
7. WHETHER THE DISCIPLINARY RESPONSE IS AGE-APPROPRIATE.

C. BCPS WILL USE POSITIVE BEHAVIOR INTERVENTIONS AND/OR SUPPORTS, AS APPROPRIATE, TO ENSURE THAT DISCIPLINARY CONSEQUENCES INCLUDE OPPORTUNITIES FOR STUDENTS TO UNDERSTAND THE NATURE OF THEIR BEHAVIORAL VIOLATION AND TO MOTIVATE STUDENTS TO CHANGE THOSE BEHAVIORS TO AVOID FUTURE VIOLATIONS.
IV. INTERVENTION GUIDELINES

A. CATEGORY I OFFENSES
Disruptive acts of misconduct as determined by school staff that interfere with the orderly conduct of the activities, administration, or classes of a school; a school-sponsored activity; or while being transported to and from school or school-sponsored activities. Below is a suggested list, not all inclusive, of interventions, supports, and disciplinary responses that may be used when students commit CATEGORY I offenses.

1. CATEGORY I - INTERVENTIONS AND SUPPORTS
   a. Use proximity control to keep students on task.
   b. Pre-correct individual student behavior.
   c. Use nonverbal cues/signaling.
   d. Conduct in-class conference with student.
   e. Determine root causes and functions of student misbehavior and respond appropriately.
   f. Teach, practice, and reinforce positive replacement behaviors.
   g. Provide special work assignment.
   h. Provide movement breaks between low-energy activities for individual student as deemed appropriate.
   i. Use think chair, time-out chair, or reflection area in the classroom.
   j. Require the student to complete a written reflection/apology for misbehavior.
   k. Provide choices for learning activities and behavior.
   l. Use student behavior strategies, progress reports, behavior contracts, and/or behavior point sheets.
   m. Use goal setting paired with acknowledgment of improved behavior for individual student.
   n. Assign a student buddy supporter.
RULE 5550

o. RECOMMEND PEER MEDIATION SUPPORT.
p. RECOMMEND CONFLICT RESOLUTION SUPPORT.
q. WITHHOLD STUDENT PRIVILEGE(S).
r. CONTACT STUDENT’S PARENT.
s. HOLD A PARENT AND STUDENT CONFERENCE.
t. ASSIGN DETENTION (PARENT CONTACT MANDATORY).
u. PROVIDE SMALL GROUP CHARACTER-BUILDING AND SOCIAL SKILLS TRAINING.
z. REFER STUDENT TO STUDENT SUPPORT SERVICES STAFF FOR SUPPORT.
w. GIVE STUDENT A TIMEOUT WITH ADULT SUPERVISION.
x. REFER STUDENT TO STUDENT SUPPORT TEAM (SST).
y. DEVELOP AND IMPLEMENT OR REVIEW AND REVISE STUDENT SUPPORT PLAN FOR ELIGIBLE STUDENT THAT INCLUDES INTERVENTIONS, SUPPORTS, OR STRATEGIES DESIGNED TO HELP THE STUDENT TO BEHAVE APPROPRIATELY.
z. DEVELOP AND IMPLEMENT, OR REVIEW AND REVISE, A 504 PLAN FOR ELIGIBLE STUDENT, INCLUDING BEHAVIORAL ACCOMMODATIONS AS DEEMED NECESSARY.
aa. CONDUCT FUNCTIONAL BEHAVIORAL ASSESSMENT (FBA) AND, IF STUDENT IS ELIGIBLE, DEVELOP A BEHAVIOR INTERVENTION PLAN (BIP).
bb. REVIEW AND REVISE A STUDENT’S EXISTING BIP.
cc. REFER ELIGIBLE STUDENT TO INDIVIDUAL EDUCATION PROGRAM (IEP) TEAM.
dd. DEVELOP AND IMPLEMENT IEP FOR ELIGIBLE STUDENT.

e. INCLUDE BEHAVIOR INTERVENTIONS, SUPPORTS, OR STRATEGIES AS SUPPLEMENTARY AIDES AND SERVICES IN THE STUDENT’S IEP IF DEEMED NECESSARY.

2. CATEGORY 1 - POSSIBLE DISCIPLINARY RESPONSES:
a. SUSPEND STUDENT TEMPORARILY FROM BUS TRANSPORTATION FOR BUS-RELATED OFFENSES.
b. EXCLUDE THE STUDENT FROM PARTICIPATING IN EXTRACURRICULAR/CO-CURRICULAR PROGRAMS OR ACTIVITIES (TEMPORARILY OR PERMANENTLY).


c. ASSIGN STUDENT TO SATURDAY SCHOOL.

d. ASSIGN STUDENT AN IN-SCHOOL SUSPENSION.

e. SUSPEND STUDENT FROM SCHOOL WHEN APPROPRIATE INTERVENTIONS OR SUPPORTS DID NOT RESULT IN POSITIVE BEHAVIOR CHANGES BY THE STUDENT.

f. WARN STUDENT AND PARENT OF CATEGORY II DISCIPLINARY ACTION.

B. CATEGORY II OFFENSES

MORE SERIOUS ACTS OF MISCONDUCT AS DETERMINED BY SCHOOL ADMINISTRATORS THAT INTERFERE WITH THE ORDERLY CONDUCT OF ACTIVITIES, ADMINISTRATION, OR CLASSES OF A SCHOOL; A SCHOOL-SPONSORED ACTIVITY; OR WHILE BEING TRANSPORTED TO AND FROM SCHOOL OR AT SCHOOL-SPONSORED ACTIVITIES. BELOW IS A SUGGESTED LIST, NOT ALL INCLUSIVE, OF INTERVENTIONS, SUPPORTS, AND DISCIPLINARY RESPONSES THAT MAY BE USED WHEN STUDENTS COMMIT CATEGORY II OFFENSES.

1. CATEGORY II - INTERVENTIONS AND SUPPORTS

a. USE APPROPRIATE INTERVENTIONS AND SUPPORTS FROM CATEGORY I.

b. CONTACT PARENT (MANDATORY).

c. HOLD A PARENT AND STUDENT CONFERENCE.

d. REQUIRE STUDENT TO RETURN PROPERTY, PAY FOR PROPERTY, PAY RESTITUTION FOR PROPERTY DAMAGES, OR ASSIGN STUDENT TO AN APPROVED SUPERVISED SERVICE TO SCHOOL.

e. EXCLUDE THE STUDENT FROM PARTICIPATING IN EXTRACURRICULAR/CO-CURRICULAR PROGRAMS OR ACTIVITIES (TEMPORARILY OR PERMANENTLY).

f. REVIEW AND REVISE THE 504 PLAN FOR ELIGIBLE STUDENT, INCLUDING BEHAVIORAL ACCOMMODATIONS AS DEEMED NECESSARY TO HELP IMPROVE STUDENT’S BEHAVIOR.

g. REVIEW AND REVISE THE BEHAVIOR INTERVENTION PLAN FOR STUDENT AS DEEMED NECESSARY TO HELP IMPROVE STUDENT’S BEHAVIOR.
RULE 5550

h. REVIEW AND REVISE THE STUDENT’S IEP AS DEEMED NECESSARY TO HELP IMPROVE STUDENT’S BEHAVIOR.
i. OFFER STUDENT SUPERVISED CAMPUS CLEAN-UP AS AN ALTERNATIVE TO SUSPENSION.
j. USE COMMUNITY PARTNERS AND INTERAGENCY PARTNERS TO PROVIDE SUPPORT AND RESOURCES TO STUDENT TO HELP IMPROVE BEHAVIORS.
k. REFER TWO OR MORE STUDENTS TO THE CONFLICT RESOLUTION CENTER OF BALTIMORE COUNTY FOR A COMMUNITY CONFERENCE TO RESOLVE A CONFLICT.
l. REFER STUDENT TO PUPIL PERSONNEL WORKER FOR SUPPORT IN CHANGING BEHAVIOR.
m. REFER STUDENT TO SUPERINTENDENT’S DESIGNEE FOR A PROGRAM REVIEW.
n. WARN STUDENT OF CATEGORY III DISCIPLINARY ACTION.

2. CATEGORY II - POSSIBLE DISCIPLINARY RESPONSES
   a. EXCLUDE THE STUDENT FROM PARTICIPATING IN EXTRACURRICULAR/CO-CURRICULAR PROGRAMS OR ACTIVITIES (TEMPORARILY OR PERMANENTLY).
b. ASSIGN STUDENT TO AN IN-SCHOOL SUSPENSION.
c. SUSPEND STUDENT TEMPORARILY FROM BUS TRANSPORTATION FOR BUS-RELATED OFFENSES.
d. SUSPEND STUDENT TO PUPIL PERSONNEL WORKER (PPW).
e. SUSPEND STUDENT FROM SCHOOL.
f. SUSPEND STUDENT TO THE SUPERINTENDENT’S DESIGNEE WITH THE RECOMMENDATION FOR REASSIGNMENT TO AN ALTERNATIVE PROGRAM WHEN DEEMED APPROPRIATE BY THE SCHOOL ADMINISTRATOR.

C. CATEGORY III OFFENSES
THE MOST SERIOUS ACTS OF MISCONDUCT AS DETERMINED BY A SCHOOL ADMINISTRATOR. STUDENTS WHO COMMIT THESE OFFENSES MAY BE SUSPENDED FROM SCHOOL AND/OR TO THE SUPERINTENDENT’S DESIGNEE WITH THE RECOMMENDATION FOR REASSIGNMENT TO AN ALTERNATIVE PROGRAM OR EXPULSION AND TRANSFER TO
AN ALTERNATIVE PROGRAM. MAJOR ACTS OF MISCONDUCT MUST BE REPORTED TO THE SCHOOL ADMINISTRATOR IMMEDIATELY AFTER THE INCIDENT AND MAY RESULT IN THE IMMEDIATE REMOVAL OF A STUDENT FROM THE SCHOOL. BELOW IS A SUGGESTED LIST, NOT ALL INCLUSIVE, OF INTERVENTIONS, SUPPORTS, AND DISCIPLINARY RESPONSES THAT THE SCHOOL ADMINISTRATOR MAY USE WHEN STUDENTS COMMIT CATEGORY III OFFENSES.

1. CATEGORY III - INTERVENTIONS AND SUPPORTS
   a. USE APPROPRIATE INTERVENTIONS FROM CATEGORIES I AND II.
   b. CONTACT PARENT (MANDATORY).
   c. HOLD REQUIRED PARENT AND STUDENT CONFERENCE.
   d. CONTACT POLICE IF A CLEAR VIOLATION OF THE LAW IS COMMITTED THAT IS NOT ORDINARILY HANDLED BY THE SCHOOL ADMINISTRATOR.
   e. WHEN RETURNING TO HOME SCHOOL FROM AN ALTERNATIVE PROGRAM ASSIGNMENT, IN COOPERATION WITH THE ALTERNATIVE PROGRAM STAFF, DEVELOP AND IMPLEMENT THE STUDENT’S TRANSITION PLAN.

2. CATEGORY III - POSSIBLE DISCIPLINARY RESPONSES
   a. EXCLUDE STUDENT FROM PARTICIPATING IN EXTRACURRICULAR/CO-CURRICULAR PROGRAMS OR ACTIVITIES (TEMPORARILY OR PERMANENTLY).
   b. SUSPEND STUDENT FROM SCHOOL.
   c. SUSPEND STUDENT TO THE SUPERINTENDENT’S DESIGNEE WITH THE RECOMMENDATION FOR REASSIGNMENT TO AN ALTERNATIVE PROGRAM OR EXPULSION AND TRANSFER TO AN ALTERNATIVE PROGRAM.
   d. REFER STUDENT TO AN APPROPRIATE BALTIMORE COUNTY AGENCY (MANDATORY FOR ARSON AND CRIMINAL ACTIVITIES).
   e. REQUIRE STUDENT TO COMPLETE MANDATORY SUBSTANCE ABUSE PROGRAM FOR DRUG, ALCOHOL, AND/OR TOBACCO VIOLATIONS.

V. COMPLIANCE
A. STUDENTS ARE RESPONSIBLE FOR COMPLYING WITH ESTABLISHED SCHOOL PROCEDURES AND EXHIBITING THE EXPECTED STUDENT BEHAVIORS OUTLINED IN THE STUDENT CODE OF CONDUCT.

B. SCHOOL ADMINISTRATORS AND THE SUPERINTENDENT’S DESIGNEE ARE RESPONSIBLE FOR DETERMINING APPROPRIATE INTERVENTIONS AND SUPPORTS, IF ANY, AND THE DISCIPLINARY RESPONSE BASED ON THE CATEGORY OF OFFENSE.

C. SCHOOL ADMINISTRATORS ARE RESPONSIBLE FOR ENSURING THAT DISCIPLINARY RECORDS ARE MAINTAINED IN ACCORDANCE WITH BOARD POLICIES, SUPERINTENDENT’S RULES, AND ESTABLISHED PROCEDURES.

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
COMAR 13A.08.04, STUDENT BEHAVIOR INTERVENTIONS

RELATED POLICIES: BOARD OF EDUCATION POLICY 5000, STUDENTS
BOARD OF EDUCATION POLICY 5120, ATTENDANCE AND EXCUSES
BOARD OF EDUCATION POLICY 5330, SOCIAL EVENTS
BOARD OF EDUCATION POLICY 5500, CONDUCT
RULE 5550

BOARD OF EDUCATION POLICY 5520, STUDENT DRESS CODE
BOARD OF EDUCATION POLICY 5530, STUDENT USE AND POSSESSION OF TOBACCO
BOARD OF EDUCATION POLICY 5540, ALCOHOLIC BEVERAGES AND DRUGS
BOARD OF EDUCATION POLICY 5550, DISRUPTIVE BEHAVIOR
BOARD OF EDUCATION POLICY 5551, GANG ACTIVITY, AND SIMILAR DESTRUCTIVE OR ILLEGAL BEHAVIOR
BOARD OF EDUCATION POLICY 5560, SUSPENSIONS, ASSIGNMENT TO ALTERNATIVE PROGRAMS, OR EXPULSIONS
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 6701, EXTRACURRICULAR ACTIVITIES
BOARD OF EDUCATION POLICY 6800, FIELD TRIPS AND FOREIGN TRAVEL

RELATED RULE: SUPERINTENDENT’S RULE 6801, CULTURAL EXCHANGE

RULE
APPROVED: EFFECTIVE 08/06/12 SUPERINTENDENT OF SCHOOLS
DATE: May 22, 2012

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent


ORIGINATOR: Renee A. Foose, Deputy Superintendent

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

INFORMATION

Attached is the general fund Comparison of FY2011 and FY2012 Revenues, Expenditures, and Encumbrances – Budget and Actual for the periods ended March 2011 and 2012.

General Fund Comparison of FY2011 and FY2012 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 FY2011 and FY2012 general fund revenue budget. Figure 2 provides an overview of the FY2012 general fund expenditure budget. Figure 3 compares the percent of the budget obligated as of March 2011 and 2012. Figure 4 is a comparative statement of budget-to-actual revenues, expenditures, and encumbrances.

*****
### General Fund Revenue Budget by Source

![General Fund Revenue Budget by Source](image)

**Baltimore County** – The FY2012 county appropriation increased $5.3 million, a 0.7% increase over the FY2011 budget. Increased enrollment resulted in additional funding for FY2012 even though the county appropriation, excluding one-time expenditures, is the minimum funding required under the state maintenance of effort (MOE) requirements. County funds are drawn based on cash flow requirements. The year-to-date county revenue recognized is $438 million, 65.5% of the budget, as compared to $461.8 million, 69.6% of the budget for FY2011. The decrease in county funds received at March 31, 2012, over that of 2011 was based upon timing of cash requirements for payroll.

**State of Maryland** – The FY2012 state appropriation increased approximately $26 million, 5.1% over the FY2011 budget. The increase in the budgeted revenue is a result of an overall increase over the prior year in aid to education and was made possible due to Federal Education Jobs Fund Bill revenue used by the state in FY2011 to make resources available for FY2012. The majority of state funds are received bi-monthly in equal installments. As of March 2012, five of the state payments had been received.

**Federal** – The FY2012 federal budgeted revenue is significantly reduced because of the ending of most of the funding previously received under the American Recovery and Reinvestment Act. The school system received its current year share of federal stimulus funds under the Education Jobs Fund Bill, approximately $3.8 million, all of which was used to support employee health care costs. These funds are not expected to continue in FY2013.

**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 $2.8 million and are generally collected at year end, tuitions, and sundry revenues. The budgeted revenue decreased significantly over the prior year because of a $6.9 million decrease in the re-appropriated fund balance to approximately $9.1 million from the $16 million utilized in the prior year. The year-to-date revenue consists of tuition and other revenues.
Figure 2 (Detail included in Figure 4)

**Total Expenditures and Encumbrances** – Year-to-date expenditures and encumbrances through March 2012 are $926.1 million, 75.5% obligated, compared to $880 million, 72.7% obligated, for the same period in FY2011. 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 72.1% 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 71.7% of the budget, which is in line with the percentage of the school year that has elapsed.

The salary budget had a net increase of approximately $1.7 million, which included $15.1 million to provide salary step increases and other salary adjustments. Additionally, $3.1 million and $2.6 million, respectively, were added to the salary budget to provide for additional teachers because of increased enrollment and to provide other positions for special education. The budget increases were offset by a reduction of $15.8 million through decreased school staffing allocations, by a $3.2 million transfer of the costs of special education additional assistants to the Third Party Billing program, and decreases in summer school, extended year, and extra duty programs.
The nonsalary expenditures are budgeted for an overall net increase of $14.1 million, or 3.2% over the prior year. The changes in these expenditures are in a number of categories throughout the budget. The nonsalary budget for administration was increased by $2.1 million, primarily because of an increase in one-time expenditures for contracted services and equipment relating to expanding the functionality of student data systems for the Office of Student Data and for network support services. The nonsalary budget for transportation was increased by $1.2 million, a 5.1% increase, because of an expected increase for school bus replacements and diesel fuel costs. An increase of $16.9 million is budgeted for fixed charges, a 6.8% increase, because of an increase in health benefit costs, and to provide for increased state and county pension costs and increased workers compensation expenses. These budget increases were somewhat offset by a decrease of $714,000 in the budget for midlevel administration, primarily because of an overall reduction in school and office expenditures; a $3.1 million decrease in textbook and personal computer replacement costs; and a $1.9 million decrease in the budget for operation of plant, primarily related to an expected decrease in the cost of utilities.

**Figure 3**

- **Administration and Midlevel Administration** – The budget for nonsalary administration expenditures increased $2.1 million, or 21%, over the amount budgeted last year, primarily because of an increase in one-time consulting expenditures and equipment purchases related to student data system upgrades in the Office of Student Data and in network support services. Midlevel administration nonsalary expenditures are budgeted for a decrease of $601,000, or 7%, from the prior year’s budget. This decrease results primarily from a 5% decrease in the school and office budgets for the year. The decrease of approximately $944,900 in year-to-date nonsalary expenditures in administration over the expenditures of the prior year is the result primarily of the timing of the encumbrances for FY2012, as compared with encumbrances recorded for the same period in FY2011.

- **Instructional Salaries** – The budget for instructional salaries had a net decrease of $9.0 million in FY2012. From the operating budget, 194 teaching position vacancies were frozen, and offsetting adjustments were made to classroom staffing allocations for the vacancies that were not filled. Notwithstanding the class size adjustments, it was necessary to hire 77 additional teachers to accommodate enrollment growth. The budget was also increased for salary step increases for teachers.
• **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 FY2012 budget for this category was decreased by 13.1%, or approximately $3.2 million. This budgetary decrease is the result of a reduction in the central budget for textbooks and computer replacements as well as a 5% reduction to classroom budgets. Significant textbook purchases were made in prior years, and no additional funds were provided for this year. 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, equipment, and other costs used to support the instructional programs. To date, $6.7 million, 83.4% of the FY2012 budgeted funds, have been committed. In the prior year, $7 million, 88.2%, 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 FY2012 salary budget increased by $7.3 million, 6.9% over the prior year, which included funding for salary step increases and funding of $2.6 million for 47.8 additional positions. Additionally, 194 instructional assistant positions were transferred to the operating budget. These positions had previously been funded by grant revenues from the federal stimulus program which were included in the special revenue budget. Of the FY2012 special education nonsalary budget of $41.5 million, $34.9 million (84%) is for placement of children in nonpublic schools. The nonpublic placement budget decreased approximately $2 million from the FY2011 budgeted amount. This decrease was offset by a $2.1 million increase in contractual related services in order to provide additional therapeutic services to special education students throughout the school system. To date, all of the funds for nonpublic placement have been committed, compared with $30.8 million committed in March 2011. This change is due to the early encumbrance of projected services.

• **Student Personnel and Health Services** – Year-to-date FY2012 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 nonsalary expenditures. The nonsalary budget increased by approximately $1.2 million, which is primarily attributable to an expected increase in school bus replacements and diesel fuel costs. As of March 2012, $24.1 million, 96.4% of the nonsalary budget, has been committed, compared to $22.3 million, 94% expended at March 2011. The increase of approximately $1.7 million in nonsalary expenditures over the prior year is attributable to the increase in encumbrances for diesel fuel and for additional bus purchases to replace units that the system is required to take out of service based upon state regulations.

• **Operation of Plant** – This category contains salary costs for personnel 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 4% decrease over the prior year. This decrease is primarily attributable to an anticipated decrease in the cost of utilities. Encumbrances for utilities have been established for approximately the full amount of the budgeted annual costs of $27 million. Other expenditures in this category include the cost of building rent, $5.4 million; supplies and materials, $2.4 million; trash removal, $1.3 million; and other related expenditures. As of March 2012, 93.2% of the nonsalary budget has been committed, compared to 93.4% committed at March 2011. The decrease in expenditures over the prior year results primarily from certain anticipated costs, e.g., heating oil and related-type
expenditures that have not been fully encumbered as of March 2012; whereas, anticipated costs for these items were fully encumbered in the prior year.

- **Maintenance of Plant and Capital Outlay** – The maintenance category consists of activities related to the service and upkeep of building systems. The nonsalary expenditure budget for this category decreased 2.8% over the prior year. Year-to-date nonsalary expenditures and encumbrances are $14.1 million, 89.7% of the budgeted amount, as compared with $14.6 million, or 89.9%, in the prior fiscal year. Capital outlay nonsalary expenditures are over the amount budgeted at March 2012. The increase in expenditures over those budgeted is the result of contractual services required because of earthquake damage at a number of schools. It is expected that these costs will be covered by insurance proceeds.

- **Fixed Charges** – This category includes the cost of employee benefits and other fixed costs. Health insurance and employer FICA consume 71% and 22% of the fixed charges budget, respectively. The FY2012 budget includes an increase of $16.9 million, resulting from a significant increase in health insurance costs, increased state and county pension costs, and increased workers’ compensation expenses.
### Baltimore County Public Schools

**Comparison of FY 2011 and FY 2012 Revenues, Expenditures, and Encumbrances**

**Budget and Actual**

**For the Periods Ended March, 2011 and 2012**

**General Fund**

<table>
<thead>
<tr>
<th>Revenues</th>
<th>FY 2011</th>
<th>FY 2012</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Adjusted as of 03/31/11</td>
<td>Remaining as of 03/31/11</td>
</tr>
<tr>
<td>Baltimore County</td>
<td>$663,144,082</td>
<td>$461,758,209</td>
</tr>
<tr>
<td>State of Maryland</td>
<td>510,629,794</td>
<td>404,091,130</td>
</tr>
<tr>
<td>Federal</td>
<td>13,195,238</td>
<td>8,328,427</td>
</tr>
<tr>
<td>Other</td>
<td>23,928,745</td>
<td>19,655,648</td>
</tr>
<tr>
<td><strong>Total revenues</strong></td>
<td><strong>$1,210,897,859</strong></td>
<td><strong>$893,833,414</strong></td>
</tr>
</tbody>
</table>

### Expenditures and Encumbrances

#### Administration

- **Expenditures and encumbrances**
  - **Mid-level administration salary**
    - **Salary**: $78,182,571 | $54,318,555 | $23,864,016 | 69.5%
    - **Non-salary**: $8,528,097 | 5,627,548 | 2,900,593 | 76.5%
    - **Subtotal**: $86,710,668 | 80,946,059 | 25,864,609 | 72.0%

#### Instruction:

- **Instructional salaries**
  - **Salary**: $400,783,852 | 303,635,438 | 157,148,414 | 65.9%
  - **Non-salary**: $24,138,239 | 18,119,377 | 6,018,862 | 73.1%
  - **Subtotal**: $424,922,091 | 321,754,815 | 91,166,252 | 83.2%

#### Special education

- **Expenditures and encumbrances**
  - **Salary**: $106,418,311 | 76,976,279 | 29,442,038 | 72.3%
  - **Non-salary**: $41,395,107 | 36,445,762 | 4,940,345 | 88.0%
  - **Subtotal**: $147,813,418 | 113,422,046 | 34,391,383 | 76.7%

#### Student personnel

- **Expenditures and encumbrances**
  - **Salary**: $8,219,068 | 5,822,003 | 2,397,065 | 70.8%
  - **Non-salary**: $204,988 | 84,198 | 120,790 | 41.1%
  - **Subtotal**: $8,424,056 | 5,906,199 | 2,517,855 | 70.1%

#### Health services

- **Expenditures and encumbrances**
  - **Salary**: $13,502,240 | 9,158,733 | 4,343,507 | 67.8%
  - **Non-salary**: $443,265 | 469,818 | (26,553) | 106.0%
  - **Subtotal**: $13,945,505 | 9,628,551 | 4,316,954 | 69.0%

#### Student transportation

- **Expenditures and encumbrances**
  - **Salary**: $32,611,223 | 22,727,067 | 9,884,156 | 69.7%
  - **Non-salary**: $23,740,483 | 22,316,819 | 1,423,664 | 94.0%
  - **Subtotal**: $56,351,706 | 45,043,886 | 11,307,820 | 79.9%

#### Operation of plant

- **Expenditures and encumbrances**
  - **Salary**: $40,184,939 | 28,434,648 | 11,750,291 | 70.8%
  - **Non-salary**: $48,141,494 | 44,970,988 | 3,170,506 | 93.4%
  - **Subtotal**: $88,326,433 | 73,405,636 | 14,920,797 | 83.1%

#### Maintenance of plant

- **Expenditures and encumbrances**
  - **Salary**: $12,130,658 | 9,182,178 | 2,948,480 | 75.7%
  - **Non-salary**: $16,215,312 | 14,573,928 | 1,641,284 | 89.9%
  - **Subtotal**: $28,345,970 | 23,756,106 | 4,589,864 | 83.8%

#### Fixed charges

- **Expenditures and encumbrances**
  - **Non-salary**: $250,673,859 | 190,604,059 | 60,069,800 | 76.0%

#### Capital outlay

- **Expenditures and encumbrances**
  - **Salary**: $2,793,518 | 1,937,313 | 856,205 | 69.4%
  - **Non-salary**: $432,665 | 474,739 | (315,074) | 172.8%
  - **Subtotal**: $3,226,183 | 2,408,052 | 541,131 | 83.2%

#### Total Salary

- **Expenditures and encumbrances**
  - **FY 2011**: $779,073,937 | 529,806,350 | 249,267,587 | 68.0%
  - **FY 2012**: $803,742,666 | 560,122,853 | 243,619,813 | 71.7%

#### Total Non-Salary

- **Expenditures and encumbrances**
  - **FY 2011**: 431,697,922 | 350,209,331 | 81,600,591 | 81.1%
  - **FY 2012**: 446,037,934 | 365,971,356 | 80,065,578 | 82.0%

#### Total expenditures and encumbrances

- **Expenditures and encumbrances**
  - **FY 2011**: $1,210,897,859 | 880,015,681 | 330,882,178 | 72.7%
  - **FY 2012**: $1,226,742,597 | 893,830,338 | 332,812,259 | 72.9%

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Figure 4