



REPORT OF THE WORK SESSION ON SECONDARY CLASS SIZE  
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, March 19, 2002

President Donald L. Arnold called the work session to order at 6:10 p.m. In addition to President Arnold, the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Mr. James R. Sasiadek, and Mr. James E. Walker. In addition, staff members were present.

Mr. Evans, Position Administrator, through a Power Point™ presentation, briefly reviewed elementary staff allocations and responded to questions raised at the Board's last work session. He also reviewed middle and high school staffing allocations.

Mr. Hayden entered the room at 6:18 p.m.; Mr. Teplitzky entered the room at 6:22 p.m.

Mr. Kennedy emphasized the thoughts of several Board members from the last work session by stating the school system needs to find an appropriate and clearer way to communicate staffing information to parents. He also noted that we need to better communicate with parents our efforts in staffing schools that need assistance. Ms. Ettinger agreed with Mr. Kennedy's comments.

Ms. Ettinger inquired as to how the designated reading teacher, at the secondary level, is used to serve children. She also asked if principals have complete authority in determining how these positions are used or if there is guidance from central office. Mr. Evans responded by stating the principal generally does a diagnostic review of students' needs. He noted the two types of reading professionals—reading teachers and reading specialists—and their differences, and stated there is a variety of ways these professionals can be used. Ms. Johns stated these positions are assigned as a reading teacher. However, principals may use these positions based on their schools' needs. For example, one high school may use the position for an SAT preparation class, while another high school may use the position for its reading program.

With regard to reading teachers and reading specialists, Ms. Ettinger asked how it is determined which individual is assigned to a school and what they are capable of doing to serve that school's population. Ms. Audette stated the allocation represents a position for reading. It does not indicate whether it is for a teacher or specialist. In the majority of positions that are assigned, they are reading teachers, not specialists.

Ms. Simon noted a need for hiring reading specialists, particularly high needs schools with low achievement. She also noted that before the end of the school year, a curriculum workshop will be held that will include middle school reading specialists and classroom reading teachers. The purpose of the workshop will be to identify a common set of criteria to be used in every middle school to determine which students would go from 6<sup>th</sup> grade reading into 7<sup>th</sup> grade reading or 6<sup>th</sup> grade reading to 7<sup>th</sup> grade foreign language. Ms. Simon stated that at present, there is no common practice for which students go into reading and which go into foreign language.

Ms. Ettinger commended Ms. Simon for moving in that direction. Ms. Ettinger asked what incentives/supports we are providing to encourage reading teachers to become certified reading specialists. Ms. Simon described partnerships/collaborations with Towson University to build reading teachers, especially in the Northwest, Southwest, and Southeast Areas. Ms. Ettinger expressed an interest in knowing how many teachers have gone on to become certified specialists after the cohorts ended.

Mr. Arnold suggested the presentations provided this evening by Mr. Evans and Ms. Simon on class size formula and reading, respectively, be considered as subjects for airing on The Education Channel.

Ms. Ettinger suggested that given the Middle School Task Force is currently functioning, it might be wise to have them include the transitioning needs, with respect to reading, in their recommendations.

Ms. Simon explained for Ms. Jung how English teacher workloads are affected by the amount of writing that is done. She stated that many good English teachers leave the profession because they are overwhelmed by the workload. Ms. Jung asked for a copy of the recommendations from the National Council of Teachers of English with regard to teachers' class loads.

Ms. Ettinger left the room at 7:25 p.m.

Mr. Kennedy expressed concern about some special education children being mainstreamed in regular classes with no special education teacher working with them and the additional burden it places on the teacher. It also affects the instructional program that the teacher provides to the rest of the class.

Ms. Johns noted that a child's IEP, by law, guides what that child needs. The principal must take into consideration a child's IEP when scheduling their school and grouping youngsters. Mr. Boone stated that the law requires the school system to meet the needs of the child in the least restrictive environment. The law also calls for all educators to make necessary adaptations in instruction to meet IEP goals. Mr. Evans added that from a personnel standpoint, the system is looking for teachers who have had student teacher experience in inclusion settings or who have gone to colleges and universities where they have dual majors, i.e., elementary education and special education.

Ms. Murray inquired about accommodations in schools where there are a high number of special needs students. Mr. Boone stated Title I funds and other grant funds supplement efforts at schools based on the number of poverty students at the school.

Ms. Jung asked how a school's socioeconomic situation determines the number of social workers assigned to a building and if wellness centers are placed in a building. She also asked about the source of funding. Dr. Mohler noted that there are a number of components, including student mobility and student achievement data, which are important in the assignment

of personnel, such as social workers, pupil personnel workers, health assistants, and psychologists. After a review of these components by Health Services, Pupil Personnel, and Psychological Services, a determination is made as to which school(s) receives these types of personnel and wellness centers. A principal may determine that based upon the school's improvement plan, he/she may wish to use part of their Title I funds for a social worker position or fund an extra day for a psychologist. Community agencies may also partner with the Department of Student Support Services to provide services.

Mr. Kennedy noted a number of factors that impact class size. Ms. Johns stated that while the principal has the flexibility to determine staffing, the Executive Directors of Schools approve schools' organization reports. Mr. Boone expressed the need for principals to receive high quality training so they know what is instructionally best.

Mr. Evans continued with his Power Point™ presentation and reviewed information on the number of combination classes in the county, as well as showing information on the cost of reducing student/teacher ratios for grades K-2.

Mr. Teplitzky acknowledged that it will take a great deal of money to reduce student/teacher ratios to where the Board and the school system would like it to be. He stated the Board needs to receive from the superintendent and staff an action plan to address these critical staffing issues, alternatives to be considered, and the cost implications for the alternatives. Mr. Hayden stated that adopting a policy of incrementally moving toward a goal(s) enables the Board and school system to invite legislators to adopt the policy, too, and join with the system in moving toward the goal(s).

Board members decided not to schedule a third work session on class size and staffing. Mr. Arnold suggested that a session be scheduled when the Superintendent and staff have possible recommendations to present to the Board.

The work session was adjourned at 8:20 p.m.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

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## TENTATIVE MINUTES

### BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, March 26, 2002

The Board of Education of Baltimore County, Maryland, met in open session at 5:07 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Mr. Thomas G. Grzymski, Mr. John A. Hayden, III, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Mr. James R. Sasiadek, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Mr. Arnold asked for a volunteer to participate in a commencement program.

Mr. Arnold informed Board members of several functions during the upcoming national conference.

At 5:10 p.m., Mr. Sasiadek moved the Board go into closed session to discuss personnel matters and to discuss matters relative to negotiations pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(9). The motion was seconded by Mr. Kennedy and unanimously approved by the Board.

#### CLOSED SESSION MINUTES

Mr. Grimsley reviewed with Board members two items that are negotiated with employee groups.

Mr. Teplitzky entered the room at 5:19 p.m.; Ms. Murray entered the room at 5:23 p.m.

Mr. Grimsley reviewed the advisory council appointments and administrative transfer on tonight's agenda.

At 6:08 p.m., Mr. Kennedy moved the Board adjourn the closed session. The motion was seconded by Ms. Jung and approved by the Board.

#### OPEN SESSION MINUTES

Mr. Sasiadek immediately moved the Board go into closed session to consult with counsel for legal advice pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(7). The motion was seconded by Mr. Walker and unanimously approved by the Board.

### CLOSED SESSION

Board members consulted with Ms. Saffran-Brinks about responding to an individual who may initiate litigation against the school system. Ms. Saffran-Brinks was advised as to how to proceed in this matter.

Ms. Howie counseled the Board with regard to a pending contract. Information regarding this contract will be mailed to Board members.

Mr. Hayden left the room at 6:55 p.m.

Mr. Haines advised the Board on a matter dealing with potential litigation.

At 7:18 p.m., Mr. Grzymiski moved to adjourn the closed session for a brief dinner recess. The motion was seconded by Mr. Kennedy and approved by the Board.

### OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:56 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Mr. Thomas G. Grzymiski, Mr. John A. Hayden, III, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Mr. James R. Sasiadek, Mr. Sanford V. Teplitzky, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; members of various civic, employee, and community organizations were present as was the media.

### PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Ariel and Asia Johnson, students at Middle River Middle School, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

### MINUTES

Hearing no additions or corrections to the open and closed session minutes of February 26, 2002, Mr. Arnold declared the minutes approved as presented.

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

### SUPERINTENDENT'S REPORT

Dr. Hairston informed Board members and the audience that students from the Carver Center for Arts and Technology won 30 awards in the National Foundation for Advancement in the Arts' Recognition and Talent Search--more than any school in the country.

The Superintendent also announced that Emilie Clingerman, a senior at Loch Raven High School, was recently honored for her exemplary volunteer service with a state level Certificate of Excellence from The 2002 Prudential Spirit of Community Awards.

Dr. Hairston recognized the Woodlawn High School students who recently competed in the USFURST Regional Robotics Competition. This was the team's first year of competition, and they placed 30<sup>th</sup> out of 66 teams.

Dr. Hairston expressed his appreciation to the Essex-Middle River Chamber of Commerce for taking an active part in schools on the east side of Baltimore County. The Chamber recently held a breakfast for principals. Students in attendance at the breakfast discussed the pros and cons of MSPAP.

The Superintendent noted a recent visit to Harford Hills Elementary School.

Dr. Hairston also announced that he and Board member Michael Kennedy traveled to Annapolis the previous evening to attend a reception for Maryland's Blue Ribbon Schools. Catonsville Middle School was recognized as Baltimore County's Blue Ribbon School. Western was recognized for receiving an Honorable Mention.

Ms. Flynn provided an update on the proposed revisions to Policy 6500. She noted that suggestions from the last Board meeting have been incorporated into the recommended changes. The Board will vote on the proposed changes on April 23<sup>rd</sup>.

### REPORT

The Board received the following report:

Proposed Schedule of Board Meetings, 2002-2003 – Mr. Arnold reviewed the proposed schedule and noted this item will be placed on the April 23<sup>rd</sup> Board meeting agenda for action.

PERSONNEL MATTERS

On motion of Mr. Kennedy, seconded by Mr. Walker, the Board approved the personnel matters as presented on Exhibits B-1, C, D, E, and F. (Copies of the exhibits are attached to the formal minutes.)

CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Sasiadek, the Board approved items 1-4.

1. Service Contract: Audiological Examination Booth and Equipment – Maiden Choice School
2. TV/VCR Bracket Supply and Installation
3. Contracted Services: Evaluation of Magnet School Programs
4. Consulting Contract: Demographic Services

LIFE INSURANCE CONTRACT AWARD

Mr. Kennedy moved approval of an award of contract for life insurance. The motion was seconded by Mr. Hayden.

In response to a question by Mr. Kennedy, Mr. Grimsley explained why there is a recommended change in vendor for life insurance.

Mr. Hayden suggested an aging teacher population might be one reason for the significant increase in the life insurance contract. Ms. Lee, Benefits Manager, stated the rate increase is reflective of the number of claims—there are more claims than premiums. She stated her belief that the average age of teachers has not changed dramatically in the past three years. Ms. Lee noted that there are fewer active employees purchasing life insurance relative to the number of retirees. It was also noted that active employees and retirees would see a rate increase.

The Board approved an award of contract for life insurance.

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-25.

Dr. Krempel explained the work to be done at Chesapeake High School, as presented on Exhibit EE-1. Mr. Kennedy added this work is related to the new computer repair program that will start this fall at Chesapeake.

Mr. Damron explained QZAB, as referenced in Exhibit S.

With regard to Items U-X, Dr. Krempel explained to Board members Facilities has been prudent with bidding and budgets for the Phase II systemic projects. As a result of being within budget parameters, Facilities is able to add alternates to some of the projects.

Mr. Hayden pulled item 2.

The Board approved recommendations 1, 3-25.

1. Major Maintenance Renovation Project – Charlesmont Elementary School
3. Major Maintenance Renovation Project – Pinewood Elementary School
4. Major Maintenance Renovation Project – Timber Grove Elementary School
5. Fire Alarm and Sprinkler System Upgrades – Deer Park Middle Magnet School
6. Locker Replacement – Milford Mill Academy
7. Door Replacement – Sandalwood Elementary School
8. Track Replacement – Towson High School
9. Window Replacement Projects – Various Elementary Schools
10. Renovation of Behavior Management Resource Rooms – Various Schools

BUILDING COMMITTEE (Cont.)

11. Food Service Line Equipment for Major Maintenance Renovation Projects – Various Elementary Schools
12. Fee Acceptance – Design Services for Stage Lighting Replacement – Dundalk Middle School
13. Fee Acceptance – Design Services for Performance Center – Carver Center for Arts and Technology
14. Request for Acceptance of Alternate – Major Maintenance Renovation Project – Chadwick Elementary School
15. Request for Acceptance of Alternate – Major Maintenance Renovation Project – Oliver Beach Elementary School
16. Request for Acceptance of Alternate – Major Maintenance Renovation Project – Pine Grove Elementary School
17. Request for Acceptance of Alternate – Major Maintenance Renovation Project – Relay Elementary School
18. Change Order – IT Communication Cabling for Major Maintenance Renovation Project – Johnnycake Elementary School
19. Change Order – Electrical Services for Major Maintenance Renovation Project – Various Elementary Schools
20. Change Order – Design Services for Major Maintenance Renovation Project – Baltimore Highlands Elementary School
21. Change Order – Design Services for Major Maintenance Renovation Project – Grange Elementary School
22. Increase Contingency Funds for Major Maintenance Renovation Projects – Various Elementary Schools
23. Rescission of Award of Contract – Major Maintenance Renovation Project – Fullerton Elementary School

BUILDING COMMITTEE (Cont.)

24. Fee Acceptance – Construction Manager at Risk Services for Major Maintenance Renovation Project – Fullerton Elementary School
25. Information and Communication Technology Lab Renovations – Chesapeake High School

Item 2

As recommended by the Building Committee, the Board approved item 2. Mr. Hayden abstained from discussion and voting on this item.

2. Major Maintenance Renovation Project – Logan Elementary School

INFORMATION

The Board received the following as information:

- A. Revised Rule 4118.1 – Tenure and Non-Tenure
- B. Revised Rule 5140 – Enrollment and Attendance
- C. Revised Rule 6114 – Inclement Weather
- D. Revised Rule [6162.5] 6500 – Research and Testing.

ANNOUNCEMENTS

Mr. Arnold made the following announcements:

- Schools and offices will be closed for Spring Break Thursday, March 28, 2002, through Friday, April 5, 2002. Schools and offices will reopen on Monday, April 8, 2002.
- On Monday, April 8, 2002, the Citizens Advisory Committee for Special Education will meet at 7:00 p.m. at Greenwood.
- On Wednesday, April 10, 2002, the Northeast Area Educational Advisory Council will meet at Kenwood High School at 6:30 p.m.

ANNOUNCEMENTS (Cont.)

- On Tuesday, April 16, 2002, the Southeast Area Educational Advisory Council will meet at Sandy Plains Elementary School at 7:30 p.m.
- On Wednesday, April 17, 2002, the Southwest Area Educational Advisory Council will meet at Woodlawn High School at 7:30 p.m.
- Also on Wednesday, April 17, 2002, the Northwest Area Educational Advisory Council will meet at Glyndon Elementary School at 7:30 p.m.
- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, April 23, 2002, at Greenwood. The meeting will begin with an open session at 4:30 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions.

Mr. Arnold reminded speakers to refrain from discussing any personnel matter or any other matter that might come before the Board in the form of an appeal.

PUBLIC COMMENT

Ms. Maria Cirincione, representing the Baltimore County Student Councils (BCSC), advised the Board with regard to the following activities: legislative trip to Annapolis, BCSC General Assembly position on legislation, bull roast, calendar input, and state convention.

Ms. Teresa LaMaster, Chair of the Advisory Committee for Special Education, shared her concerns about the revisions to Rule 6500. Her first concern is that there should be two different rules to address systemwide test administration and administration of tests to individual students. Secondly, Ms. LaMaster questioned whether IMAP (Individual Mastery Assessment Program) is included as a standardized test in this rule, and if not, what rule would cover the administration of IMAP. She also asked if the local school test administrator is responsible for the administration of IMAP? With regard to the statement in the rule indicating the test coordinator is responsible for...ensuring that all required procedures are implemented during test administration, Ms. LaMaster inquired if the test coordinator will ensure students with disabilities will participate in the test and that any accommodations for students with disabilities are appropriately implemented. Finally, she shared her opinion that a portion of the revised rule that discusses the selection and administration of standardized tests belongs in a different rule that addresses the identification of remedial and special education needs

PUBLIC COMMENT (Cont.)

of students. Ms. LaMaster also stated that school psychologists don't always have the expertise to make those decisions.

Ms. Meg O'Hare, Chair of the Northeast Area Educational Advisory Council, recognized Estelle Collins and Rick Archambault for the excellent presentation on the Middle School Task Force at last month's council meeting. The advisory councils are looking at ways to maximize the time school system staff and the community spend making presentations to the various stakeholder groups. Ms. O'Hare advised the Board on the work of the Middle School Task Force. She invited Board members to read an article that appeared in today's *Sun* regarding a 1985 Baltimore City school graduate who is now a businessman and cannot read. The man is now learning to read. Ms. O'Hare urged Baltimore County Public Schools to identify students in middle and high schools that have difficulty reading.

Ms. Leah Reed, a representative of the Minority Achievement Advisory Group (MAAG), spoke of the disproportionate number of students living in group homes in the Southwest and Northwest Areas. She noted that additional staff is needed to attend to these students' special needs. MAAG also thanked the Board for its on-going efforts in closing the achievement gap. She asked the Board to remain focused in developing and implementing a five-year plan regulated by Education That is Multicultural and asked that MAAG and the community be advised of specific plans.

Ms. Laura Nossel, President of the PTA Council of Baltimore County, thanked the Board for its support of HB 1010. She thanked Mr. Beytin and Dr. Poff for testifying on behalf of the bill. The High School Assessment Task Force continues to have concerns with the Maryland State Department of Education as to the direction our students will need to go with the High School Assessments. Mr. Boone, Ms. Copple, and Ms. Nazelrod and their staffs were recognized for their presentation at a recent PTA Council meeting. Ms. Nossel asked the Board to consider placing business managers in schools to assist the principal with his/her many responsibilities. She also asked the Board to continue to be proactive with communications to parents and the business community.

Mr. Mark Beytin, President of the Teachers Association of Baltimore County, noted the average age of teachers who have resigned within their first year of teaching is 38-39 years, and the average age of new employees is climbing. He also noted that approximately one-half of our teachers have less than 11 years experience. With regard to the Villa Cresta asbestos situation, Mr. Beytin expressed his hope that the system will

PUBLIC COMMENT (Cont.)

take the necessary and proper steps to avert these situations in the future. He also complimented Dr. Hairson and staff on the way the situation was handled.

There were no speakers who wished to address the Board with regard to the proposed changes to Policy [6162.5] 6500 – Research and Testing.

Mr. Rodger Janssen stated he was happy to see an effort being made to resolve the boundary and overcrowding issues in Baltimore County. He expressed his hope that the consultant's recommendations would be adhered to and the consultant would remain to see them implemented and assist the Board with the implementation of the recommendations. Mr. Janssen also shared his hope that the Northeast and Southwest Areas would be included in this study. With regard to the meeting with Villa Cresta parents and community, Mr. Janssen thanked Ms. Johns, Mr. Haines, and other staff members who attended.

Mr. Arnold wished everyone a good Spring Break.

At 8:55 p.m., Mr. Sasiadek moved to adjourn the open session. The motion was seconded by Mr. Teplitzky and approved by the Board.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

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