

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**Date:** December 4, 2007

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 5160 - STUDENTS: ENROLLMENT AND ATTENDANCE, TRANSFERS**

**ORIGINATOR:** Sonia Diaz, Chief Academic Officer

**RESOURCE**

**PERSON(S)** Dale R. Rauenzahn, Executive Director, Student Support Services  
Lynne Muller, Coordinator, Office of School Counseling

**RECOMMENDATION**

That the Board of Education considers the proposed changes to Policy 5160. This is the first reading of this policy.

Attachment I – Policy Analysis 5160  
Attachment II – Policy 5160

BOARD OF EDUCATION OF BALTIMORE COUNTY  
Policy Analysis for Proposed Revision to Policy: **5160**  
**STUDENTS: Enrollment and Attendance**  
**Transfers**

Statement of Issues Addressed By the Revised Policy

The Department of Student Support Services is in the process of reviewing policies in the 5000 series. The department is recommending that revisions be made to Policy 5160 Students: Enrollment and Attendance, Transfers to reflect COMAR 13A.03.02.12. As revised, this policy will provide alternatives for evaluation for student placement absent of a transcript or record.

Cost Analysis and Fiscal Impact on School System

No fiscal impact.

Relationship to Other Board Policies

Policy 6152 Instruction: Grouping

Legal Requirement

Code of Maryland Regulation 13A.03.02.12

Similar Policies Adopted by Other School Systems

Howard County Public Schools-Policy 8030 Graduation Requirements  
Montgomery County Pubic Schools-JEB-RA Placement, Promotion, Acceleration,  
Retention of Students.

Draft of Proposed Policy

A copy of Policy 5160 is attached.

Other Alternatives Considered by Staff

Leaving Policy 5160 as it was.

First reader: December 4, 2007

Public comment (second reader): December 18, 2007

Board Vote (third reader): January 8, 2008

STUDENTS: Enrollment and Attendance

Transfers

All students entering the Baltimore County Public Schools from private, parochial, or other public schools shall be placed on the grade levels to which they are certified BY THE SENDING SCHOOL. [In instances where students come from un-graded classes or schools, standardized test scores and the principal's recommendation for grade placement shall be submitted to the appropriate Area Assistant Superintendent for approval.] IF THE TRANSCRIPT OR RECORD IS NOT AVAILABLE, A LOCAL SUPERINTENDENT SHALL DETERMINE THE APPROPRIATE PLACEMENT OF THE STUDENT BY AN EVALUATION THAT SHALL INCLUDE ONE OR MORE OF THE FOLLOWING: ADMINISTRATION OF STANDARDIZED TESTS AND EXAMINATIONS; INSPECTION OF REPORT CARDS AND OTHER DOCUMENTATION; OBSERVATION OF STUDENT IN A CLASSROOM SETTING, USE OF INTERVIEWS THAT ARE FOCUSED AROUND THE STUDENT'S DEMONSTRATION OF COURSE CONTENT KNOWLEDGE AND PERFORMANCE LEVELS.

[Also see policy and rule, "Grouping," Series 6000, Instruction.]

LEGAL REFERENCE: COMAR 13A.03.02.12 [(4)]

RELATED POLICES: BOARD OF EDUCATION POLICY 6152, GROUPING

Policy  
Adopted: 11/21/68  
REVISED:

Board of Education of Baltimore County