

APPROVED MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, December 4, 2007

The Board of Education of Baltimore County, Maryland, met in open session at 4:29 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Ms. Murphy reminded Board members of community functions and Board of Education events scheduled in December and January.

Board members, Ms. Mary-Margaret O'Hare and Mr. John A. Hayden, III, entered the room at 4:32 p.m.

Ms. Murphy shared with Board members the agenda for the December 11, 2007 work session.

Dr. Hairston shared with Board members a letter that the County Executive sent to the Interagency Committee (IAC) making a request concerning the FY 2009 capital budget.

Mr. Hayden moved that the student member be permitted to participate in closed session collective bargaining discussions. The motion was seconded by Ms. Harris and unanimously approved by the Board.

Pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1), (a)(7), (a)(8), and (a)(9) and upon motion of Mr. Parker, seconded by Mr. Hayden, the Board commenced its closed session at 4:40 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 4:40 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: J. Robert Haines, Esq., Deputy Superintendent; Dr. Sonia Diaz, Chief Academic Officer, Mr. William Lawrence, Assistant Superintendent, Northwest Area; Dr. Robert Tomback, Assistant Superintendent, Northeast Area; Dr. Manuel Rodriguez, Assistant Superintendent, Southwest Area; Ms. Jean Satterfield, Assistant Superintendent, Southeast Area; Mr. Lyle Patzkowsky, Assistant Superintendent, Central Area; Margaret-Ann Howie, Esq., General Counsel; Dr. Donald Peccia, Assistant Superintendent, Human Resources and Governmental Relations; Dr. Alpheus Arrington, Director, Personnel Staffing; Mr. Daniel Capozzi, Staff Relations Manager;

CLOSED SESSION MINUTES (cont)

P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Ms. Barbara Burnopp, Chief Financial Officer, entered the room at 4:40 p.m.

Mr. Capozzi discussed with Board members the status of collective bargaining negotiations.

Mr. Capozzi and Ms. Burnopp exited the room at 5:16 p.m.

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

Mr. Bennett provided legal advice to the Board regarding hearing officers' opinions in three cases to be considered this evening.

Mr. Bennett provided advice to Board members on pending litigation regarding a charter school.

At 6:18 p.m., Ms. Harris moved the Board adjourn for a brief dinner recess. The motion was seconded by Mr. Parker and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:31 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. 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 Ms. Andrea Barr, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

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

SELECTION OF SPEAKERS

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

ADVISORY AND STAKEHOLDER COMMENTS

Mr. Boyd Crouse, Coordinator of the Area Education Advisory Councils, announced that there will be a joint area education advisory council meeting on Thursday, January 24, 2008, at Greenwood. Topics include the progress and status of actions on the PDK audit and how the area advisory councils can support the recommendations.

Ms. Maggie Kennedy, Chair of the Baltimore County Education Coalition, reported on coalition's visit to the Crossroads Center ribbon cutting ceremony. She also shared with Board members her role on the Superintendent's Task Force.

Ms. Susan Katz, President of the PTA Council of Baltimore County, provided facts on the advantages of sound enhancement equipment in the classroom.

Ms. Cheryl Bost, President of the Teachers Association of Baltimore County, stated that conversations among Board members are not consistent and hopes that all programs that come into classrooms are reviewed. Ms. Bost announced that the TABCO/BACE Legislative Breakfast would be held on Saturday, January 5, 2008.

SUPERINTENDENT'S REPORT

Dr. Hairston announced that Ms. Rhonda Hoyman, Supervisor of Career and Technology, has been recognized as the Outstanding Career and Technology Educator for 2007.

Dr. Hairston also announced that Eastern Technical and Hereford high schools earned silver medals in *U.S. News & World Report's* first ever ranking of America's best high schools. *U.S. News & World Report* assessed schools based on their performance on state tests, success in educating disadvantaged students, and offerings of college-level coursework. Out of the almost 19,000 public high schools evaluated, the top 100 schools were awarded gold medals, the next 405 received silver medals, and an additional 1,086 were recognized with bronze medals.

Dr. Hairston informed the public that information on teacher tenure by school by geographical location is available to the public and is located on the table adjacent to the Board room.

Dr. Hairston stated that early indications are showing that local government and school systems will be negatively impacted in the upcoming budget process.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Donald Peccia, Assistant Superintendent of Human Resources and Governmental Relations, recognized the administrative appointments made at the November 20, 2007 Board meeting:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<u>CHRISTINE W. KOTH</u> (Effective November 21, 2007)	Johns Hopkins Bloomberg School of Public Health Department of Mental Health Assistant Scientist	Specialist, Research Title I Programs Department of Humanities
<u>J. KURT BUCKLER</u> (Effective February 1, 2008)	Assistant Administrator, Engineering Department of Physical Facilities	Administrator Engineering and Construction Department of Physical Facilities

SPECIAL ORDER OF BUSINESS

Ms. Murphy announced that the BCPS Comprehensive Annual Financial Report (CAFR) is published annually after completion of the annual audit of the Board's financial statements. The fiscal year 2007 CAFR includes the artwork of students from various schools for the 2006-2007 school year. Ms. Murphy recognized and thanked the students by presenting each student with a U.S. Savings Bond. The students were:

- Laurese Yvette Kelley – Woodlawn High School
- Kari Ann Opert – Patapsco High School & Center for the Arts
- Jeshua Peart – Randallstown High School
- Justin Aaron Sklar – George Washington Carver Center for Arts & Technology
- Angela Marie Watson – Perry Hall High School

REPORTS

The Board received the following reports:

- A. **FY2007 Comprehensive Annual Finance Report and Single Audit Report -**
Mr. Hayden presented the fiscal year 2007 financial and single audit report and the management letter to the Board. He noted that the auditing firm of Clifton and Gunderson had reviewed all the reports and findings in detail with the Budget and Audit Committee members and staff. Mr. Hayden stated that the Board received an "unqualified opinion" on the CAFR, which is the greatest level of assurance that an auditor can give to indicate that the financial statements of an organization are not materially misstated.

REPORTS (cont)

Although the Single Audit Report contained a single finding, Mr. Hayden stated that staff has already developed and/or implemented corrective action to address the finding. Mr. Hayden noted that BCPS has achieved the status of a “low risk auditee” for fiscal year 2008. Staff will provide updates at future Budget and Audit Committee meetings to report progress made in addressing the findings, and any unresolved concerns will be reported to the full Board.

B. Curriculum Management Plan (CMP) Update – Dr. Sonia Diaz, Chief Academic Officer, provided Board members with an update on the CMP and the actions of the Curriculum Management Committee (CMC), which included:

- Reviewing alignment of all curriculum work as supported by AIM
- Approving a proposed outline for the Comprehensive Assessment Plan
- Reviewing Curriculum Development Working Group plans consistent with curriculum guides to address curriculum Audit # 3
- Reviewing the Curriculum Development Working Group’s draft 3-5 year curriculum development plan
- Reviewing the pilot of a new professional development approval system proposed
- Adopting procedures to guide their meetings and those of the CMC Working Groups
- Adopting procedures for proposing updates to the Curriculum Management Plan
- Establishing an online workspace to house documents in progress
- Approving procedures for gathering data about assessments administered across the district to inform the assessment matrix in development by the Assessment, Monitoring and Evaluation Working Group.

Dr. Wesley Boykin, Executive Director of Research, Accountability, and Assessment, reviewed the progress to date of the assessment, monitoring, and evaluation work group. Board members received draft copy of the Comprehensive Assessment Plan. Assessments will be put in place to provide information on student learning that will inform teachers, principals, and other stakeholders about the level of student achievement and the instructional needs of the student.

Ms. O’Hare asked if the school system is going back and reviewing the short-cycle assessment and benchmark tests were currently have to ensure alignment with the proposal with Dr. Boykin responding affirmatively.

REPORTS (cont)

Ms. Flynn asked how the school system will determine the adequacy of special assessments with attention to teacher workload and preserving instructional time. Dr. Diaz responded that part of the data to be collected will be placed in a matrix that identifies all the assessments that teachers are responsible for to ensure testing is not driving the curriculum. Short-cycle assessments should help teachers create the lessons; benchmarks are what students should have learned. Dr. Boykin stated that once the data is collected, the school system can look at the predictability of these benchmarks in terms of how students are performing on state-mandated tests. Ms. Flynn asked whether the AIM objectives need to be assessed. Dr. Diaz responded that the AIM tool has been used to help BCPS realign the curriculum to ensure that what is being taught is directly related to the voluntary state curriculum and core learning goals.

Ms. Johnson asked how the school system will address the issue of students who have not mastered skills in previous grades. Dr. Diaz responded that as assessments are administered, the assessment should help identify student weaknesses. Ms. Johnson expressed a concern that there are students who have not mastered basic skills and are now required to pass the high school assessments (HSA) for graduation.

Mr. Hayden asked whether any program provides remediation opportunities at the high school level. Dr. Diaz responded that the data will show teachers where gaps exist and where teachers need to re-teach. There are interventions and programs are currently in place to support teaching at the classroom level.

Ms. Shillman asked whether retention was an option. Dr. Diaz responded that while retention is an option, research shows that students who are retained have a more difficult time regaining grade-level performance.

Ms. Verletta White, Executive Director of Professional Development, provided a brief review of the professional development workgroup and the comprehensive professional development plan that will address the recommendations of the PDK audit.

Mr. Hayden asked whether there has been an active solicitation of teachers and new hires to determine what they would like to see in professional development to improve their skills. Ms. White responded affirmatively with these inquiries resulting in new programs.

Ms. O'Hare asked if there will be a curriculum of professional development for new teachers. Ms. White responded there is a guide for all teachers who would be presented with new curriculum.

REPORTS (cont)

Ms. Yvonne Barhight, Acting Assistant Superintendent of Humanities, shared with Board members the progress of the curriculum management work group. This group has focused on developing a three- to five-year plan covering all areas identified in the PDK audit. The curriculum writing plan (CWP) for the 2007-2008 academic year highlights the curriculum revisions and the concomitant work. Still in the development is the timeline that will add dimension and specificity to the CWP.

With respect to differentiated lesson plans, Ms. O'Hare asked how specific the information would be for the classroom teachers. Ms. Barhight responded that there will be differentiation for enrichment, acceleration, and re-teaching.

Mr. Janssen asked whether the curriculum development group would require three to five years to develop and write the curriculum. Dr. Diaz responded affirmatively. The three- to five-year plan will address all the items in the PDK audit in a holistic way. Mr. Janssen asked whether a professional development approval system will be part of the plan. Dr. Diaz responded the comprehensive professional development plan specifies that professional development must be aligned with both the *Blueprint for Progress* and school improvement plans.

With respect to the curriculum writing plan, Mr. Janssen asked why no cost is assigned in the comments column marked "staff in office." Dr. Diaz responded it is done by BCPS staff performed during the regular duty day. Mr. Janssen commented that the school system has a cost of under \$500,000 attributed for this task. Dr. Hairston stated that the curriculum audit response does not require new dollars but will use existing funds.

Ms. Shillman asked for an update on the work of one of the school system's consultants.

C. **Legislative Update** – Dr. Donald Peccia, Assistant Superintendent of Human Relations and Governmental Relations, provided a summary of the legislative special session as it related to public education funding.

- Thornton Formula – House Bill 1, Budget Reconciliation Act, establishes a supplemental grant that ensures at least one percent annual increase in state aid for each school system during the two years of the freeze. Baltimore County will receive an increase in funding of approximately 1% in 2008-2009 over current year.
- Budget Reductions – It is the intent of the General Assembly that the Governor make reductions in the 2008-2009 state budget of at least \$550 million.

REPORTS (cont)

Further discussion of all budget reductions will occur when the 2008 General Session of the Maryland General Assembly convenes on January 9, 2008.

D. **Board of Education Policies** – Ms. Frances Harris, Chairperson of the Board Policy Committee, stated that the Board of Education’s Policy Committee met to consider the policies presented this evening, and that the committee is recommending approval of these policies. This is the first reading.

- Proposed Changes to Policy 2352 – ADMINISTRATION: Administrative Operations-Accidents/Medical Emergencies
- Proposed Changes to Policy 3111 – NON-INSTRUCTIONAL SERVICES: Fiscal Services-Budget: Planning and Preparation – Ms. Harris stated that a Board member recommended to her deleting the last sentence in the first paragraph, which states, “If any change in policy is necessary, the new policy shall be submitted to the Board [of Education] for approval.”
- Proposed Changes to Policy 3112 – NON-INSTRUCTIONAL SERVICES: Fiscal Services-Budget: Operating Budget – Ms. Johnson suggested deleting the words “if possible.”
- Proposed Changes to Policy 3121 – NON-INSTRUCTIONAL SERVICES: Fiscal Services-Accounting and Cash Management: Funds Management
- Proposed Changes to Policy 5160 – STUDENTS: Enrollment and Attendance-Transfers – Ms. Harris stated that a Board member recommended to her changing the word “local superintendent” to “superintendent or superintendent’s designee.”
- Proposed Changes to Policy 5310 – STUDENTS: Activities-Awards of Achievement

PERSONNEL MATTERS

On motion of Mr. Janssen, seconded by Mr. Parker, the Board approved the personnel matters as presented on Exhibits J, K, L, and M. (Copies of the exhibits are attached to the formal minutes).

HEARING EXAMINER’S RECOMMENDATIONS

On a motion of Mr. Hayden, seconded by Mr. Janssen, the Board approved that the hearing examiner’s opinions in cases #07-13, #07-41, and #08-02 be affirmed (favor-10; opposed-0).

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Ms. Shillman, recommended approval of items 1-6 (Exhibit N).

The Board approved these recommendations.

1. MBU-592-06 Preventative Maintenance and Repair of Emergency Generator Systems
2. PCR-252-07 Vehicle Towing
3. JMI-612-08 School Buses
4. RGA-199-07 Architect/Engineer (A/E) Services for the Feasibility Study and Schematic Design Phase – Catonsville High School
5. RGA-196-06 On-Call Construction Management Services – General John Stricker Middle School
6. JMI-607-08 On-Call Construction Monitoring Services at Various Schools

INFORMATION

The Board received the following as information:

- A. MBE/SBE Annual Report
- B. Third Party Billing Annual Report 2006-2007
- C. Southwest Area Education Advisory Council Pre-budget Minutes of October 17, 2007

ANNOUNCEMENTS

Ms. Murphy made the following announcements:

- The Southwest Area Education Advisory Council will hold its next meeting on Wednesday, December 5, 2007, at 7:00 p.m. at Dogwood Elementary School.
- The Board of Education of Baltimore County will hold a work session on Tuesday, December 11, 2007, at Greenwood beginning at 7:00 p.m.
- The Board of Education of Baltimore County will hold its next regularly scheduled meeting on Tuesday, December 18, 2007, at Greenwood. The meeting will begin with an open session at approximately 4:30 p.m. The Board will then adjourn to meet in closed session, which will be followed by a brief dinner recess. The open session will reconvene at approximately 7:30 p.m. The public is welcome to all

ANNOUNCEMENTS (cont)

open sessions. The Board will host the officers of Baltimore County Education Coalition for dinner on December 18, 2007, from 6:00 until 7:30 p.m.

Ms. Murphy 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.

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

PUBLIC COMMENT ON RE-ADOPTION OF POLICY 6104

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

GENERAL PUBLIC COMMENT

Dr. Bash Pharoan asked the Board for equal treatment of Muslim holidays.

Mr. Mohammad Jameel commented on the need to get proper resources into the schools.

ADJOURNMENT

At 9:28 p.m., Mr. Parker moved to adjourn the open session. The motion was seconded by Ms. Harris and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer