A

TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Monday, September 9, 2002

The Board of Education of Baltimore County, Maryland, met in open session at 4:05 p.m. at Greenwood. Vice President James R. Sasiadek and the following Board members were present: Ms. Sarah D. Bormel, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Mr. Sanford V. Teplitzky, and Mr. James E. Walker.

In Hearing Examiner's Case #02-26, the Board entertained oral argument. The matter was heard in closed session.

In addition to the above listed Board members, also in attendance were the Appellant's mother; Dr. Joe A. Hairston, Superintendent of Schools; Ms. Christine Johns, Deputy Superintendent for Curriculum and Instruction; J. Robert Haines, Esquire, Deputy Superintendent for Business Services; Margaret-Ann F. Howie, Esquire, Legal Counsel to the Superintendent; Carol Saffran-Brinks, Assistant County Attorney, Ms. Risa Schuster, Superintendent's Designee, and Ms. Denise Zepp, Administrative Assistant to the Board of Education.

Mr. Hayden entered the room at 4:07 p.m.

The proceedings of the hearing were recorded by a court reporter.

The hearing was concluded at 4:46 p.m.

Board members deliberated on the case.

The Board reconvened in open session at 5:05 p.m. Vice President James R. Sasiadek and the following Board members were present: Ms. Sarah D. Bormel, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Mr. Sanford V. Teplitzky, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Mr. Sasiadek reminded Board members of the retreat scheduled for Sunday, September 15, 2002, from 10:00 a.m.-3:00 p.m.

At 5:06 p.m., Mr. Hayden moved the Board go into closed session to discuss personnel matters and to consult with counsel to obtain legal advice pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(7). The motion was seconded by Mr. Walker and unanimously approved by the Board.

CLOSED SESSION MINUTES

Mr. Grimsley reviewed the appointments on tonight's agenda.

CLOSED SESSION MINUTES (Cont.)

Ms. Murray entered the room at 5:11 p.m.

Ms. Saffran-Brinks and Ms. Lisa Settles, Compliance Coordinator, reviewed a potential settlement with Board members. After discussion, the Board advised counsel how to proceed.

Mr. Hayden left the room at 5:37 p.m.

Ms. Saffran-Brinks advised the Board of a matter dealing with litigation.

Mr. Hayden re-entered the room at 5:42 p.m.

Mr. Teplitzky asked for legal advice with regard to the implications of a State law.

Mr. Hayden asked for legal advice with respect to the possibility of litigation in a particular matter and offered a proposal on how to address the issue. Board members discussed the suggestion.

At 6:32 p.m., Mr. Kennedy moved the Board come out of open session. The motion was seconded by Dr. Hayman and approved by the Board.

OPEN SESSION MINUTES

On motion of Mr. Walker, seconded by Ms. Murray, the Board agreed to allow student member Sarah Bormel to participate in a discussion relative to collective bargaining.

At 6:33 p.m., Mr. Kennedy moved the Board go into closed session to discuss a matter relative to collective bargaining pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(9). The motion was seconded by Mr. Walker and unanimously approved by the Board.

CLOSED SESSION MINUTES

Mr. Grimsley advised Board members of an item to be brought to the bargaining table this year.

At 6:40 p.m., Mr. Kennedy moved to adjourn the closed session for a brief dinner recess. The motion was seconded by Ms. Jung and approved by the Board.

Dr. Hairston reminded Board members they would be asked to consider the "Statement Regarding Field Trips and Foreign Travel" tonight. Ms. Johns also reminded Board members that the statement and the proposed revisions to Policy and Rule 6104 are separate items.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:32 p.m. at Greenwood. Vice President James R. Sasiadek and the following members were present: Ms. Sarah D. Bormel, Ms. Phyllis E. Ettinger, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, 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 Mr. Ronald Watson, a student at Kenwood High School, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Mr. Sasiadek announced Mr. Arnold's absence was due to a death in the family.

MINUTES

Hearing no additions or corrections to the open and closed session minutes of August 13, 2002, Mr. Sasiadek declared the minutes approved as shown on the web site.

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

SPECIAL ORDER OF BUSINESS

Vice President Sasiadek presented Ms. Bormel with her Commission from Governor Parris Glendening.

Mr. Hayden entered the room at 7:36 p.m.

RECOGNITION OF ADMINISTRATIVE AND ADVISORY COUNCIL APPOINTMENTS

Mr. Randall Grimsley recognized the staff members and students whose appointments were approved at the August 13, 2002, meeting.

SUPERINTENDENT'S REPORT

Dr. Hairston extended his appreciation and gratitude to all school system employees for the outstanding start to the school year.

Cheryl Bost will represent Baltimore County Public Schools at the state level of the Teacher of the Year competition later this month. Ms. Bost is a finalist.

SUPERINTENDENT'S REPORT (Cont.)

Dr. Hairston announced that because of some serious concerns over residency procedures and implementation within the school system, an investigation will be launched to look at some of the implementation practices. An update will be shared with the Board in the future.

Mr. Jeff Lifton, Director of The Education Channel, informed the Board that the program, "Superintendent's Journal," received national attention by its selection to receive a Telly Award. This award focuses on non-broadcast programming.

OLD BUSINESS

On motion of Mr. Teplitzky, seconded by Mr. Kennedy, the Board approved the proposed revisions to Policy 6111 – School Calendar.

Board members were also provided a copy of new Rule 6111 – School Calendar – which reflected Board members' comments from the August meeting.

REPORT

The Board received the following report:

Report on Opening Day – Ms. Johns and Mr. Haines highlighted key areas of interest with regard to this year's school opening. Ms. Johns noted that as of September 2, school system enrollment was 107,322, which represents 99.89% of the school system's projected enrollment. Some of the areas that require attention are the monitoring and adjustment of staffing, residency reviews, transfer appeals, transportation, and supplies.

Ms. Johns and Mr. Haines reviewed areas that are important in supporting the Superintendent's focus on improving student achievement, including Implementation of the No Child Left Behind Act, Instructional Readiness, Residency, School Staffing, and Physical Facilities. Mr. Haines noted that as of opening day, there were 13.1 teaching vacancies and 15 bus driver vacancies.

Ms. Jung and Mr. Kennedy expressed their appreciation to the Facilities' staff for their hard work in getting schools ready for the return of teachers and students.

Mr. Teplitzky asked for an update of the vacancies, particularly for teachers and bus drivers, at the next Board meeting. He suggested that the school system work with TABCO in surveying this year's 930 new hires to find out why they chose to teach in Baltimore County.

Mr. Walker noted he had received some calls with regard to residency issues. Mr. Kemmery stated that many of the requests have been in the form of multiple

REPORT (Cont.)

family arrangements. Parents/guardians must provide three documents. He noted that five residency officers and a few reassigned PPW's are responsible for handling the large number of beginning of school enrollment requests.

With respect to Mr. Teplitzky's request, Ms. Ettinger suggested that this year's new hires be considered a "class" and that a follow-up report to the Board be made toward the end of the school year showing what has happened to the group.

Dr. Hayman asked for the total number of provisional teachers systemwide. He also suggested consideration of a provision in the residency policy for temporary placement. With respect to minority hiring, he asked for information that would compare minority hiring with increase of minority students.

Ms. Ettinger asked for periodic updates of provisional new hires as to their status.

Mr. Teplitzky requested information on the number and percentage of minority applicants. With regard to the residency issue, Mr. Teplitzky stated that teachers and principals have commented to him that there are significant numbers of students in our schools who do not live in Baltimore County. He stated that the school system and the Board have an obligation to Baltimore County taxpayers, residents, and students to do everything possible to educate students in schools that are not overcrowded. He shared his view that a portion of the system's overcrowding is caused by students who are non-residents. Investigations need to be thorough and done in a timely manner, but the system can't overlook the legal and ethical obligations to students who live in Baltimore County.

PERSONNEL MATTERS

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

CONTRACT AWARDS

Ms. Ettinger pulled item #4, Mr. Teplitzky pulled items #2 and #11, and Ms. Jung pulled item #6 for further discussion. On motion of Mr. Kennedy, seconded by Mr. Walker, the Board approved items 1, 3, 5, 7-10, and 12.

1. Contracted Services: Flexible Benefits Administrator – Three-Year Bid

3. Contracted Services: Vehicle Towing Services – Two-Year Bid

5. Food Service: Cleaning Agents and Detergents

CONTRACT AWARDS (Cont.)

7. Language Laboratories – Three-Year Bid

8. Library Magazines and Periodicals

9. Library Supplies – Two-Year Bid

10. Music Instruments

12. Software: Special Education

Item #4

Ms. Ettinger noted the evaluation criteria did not state the ability of the materials to differentiate for children with special needs and asked if this was considered.

Ms. McMahon stated her office has worked with Gifted and Talented and Special Education to use what is called the Universal Design in embedding differentiation in the curriculum. It is a consideration for purchase of the support materials but also the information we provide teachers about how to implement the content statements of the state. She stated she is satisfied that these materials will provide support for differentiation.

On motion of Mr. Kennedy, seconded by Ms. Ettinger, the Board approved item #4.

4. Elementary Textbooks & Curriculum Materials

Item #2

On motion of Mr. Kennedy, seconded by Dr. Hayman, the Board approved item #2. Mr. Teplitzky abstained from discussion and voting on this item.

2. Contracted Services: Special Education, Related Services – Two-Year Bid

Item #11

Mr. Teplitzky asked for additional information on the cameras. Ms. Fitchett explained the cameras would be an additional enhancement to an effective behavior management program on the buses. The eight-hour tape will run when the ignition is turned on. If there is an incident on the bus, the supervisor is the only authorized person to pull the tape, which will be viewed under the supervision of a Transportation official and possibly a school official. The camera would not be a distraction to the bus driver.

CONTRACT AWARDS (Cont.)

Mr. Teplitzky asked if the cameras being purchased were for the school system's buses, to which Ms. Fitchett responded they were. When asked if there was wording in private contractor's contracts requiring them to have video cameras on their buses, Ms. Fitchett responded that it may be a recommendation of the committee, which should conclude its study around mid-November.

On motion of Mr. Teplitzky, seconded by Mr. Kennedy, the Board approved item #11.

11. School Bus Video Cameras

Item #6

Ms. Jung inquired about the profits received from these machines. Mr. Gay replied the machines would go into lobbies of administrative areas and similar areas. Ms. Levenstein stated that a percentage of the money is split between the school and the Office of Food and Nutrition Services.

On motion of Ms. Jung, seconded by Dr. Hayman, the Board approved item #6.

6. Food Service: Vending Machine Products – Two-Year Bid

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-11. The Board approved these recommendations.

1. Rescission of Contract Award – Ceramic Tile Package – New Town High School

2. Ceramic Floor and Wall Tiles – New Town High School

3. Fee Acceptance – Design Services for Computer Networking – Various Elementary Schools

4. Fee Acceptance – Construction Inspection Services – Various Elementary Schools

5. Change Order – Design Services for Addition – Woodlawn High School

6. Change Order – Design Services for Major Maintenance Renovation Project – Timonium Elementary School

CONTRACT AWARDS (Cont.)

7. Change Order – Design Services for Major Maintenance Renovation Project – Cromwell Valley Elementary Regional Magnet School

8. Change Order – Major Maintenance Renovation Project – Cromwell Valley Elementary Regional Magnet School

9. Change Order – Running Track Replacement – Perry Hall High School

10. Change Order – Science Room Renovation – Woodlawn High School

11. Change Order – Upgrade of Automatic Temperature Controls – Owings Mills High School

FIELD TRIPS AND FOREIGN TRAVEL

Ms. Bailey noted the proposed statement lifts the ban on foreign travel. She also noted the statement calls for a six-month planning process for foreign travel.

Mr. Sasiadek announced that tonight was the 2nd reading for the proposed revisions to Policy 6104 – Field Trips and Foreign Travel – (public comment) and the Board would vote on the revisions at the next meeting.

Mr. Teplitzky asked his colleagues to consider amending the three-meeting approach with respect to adoption of policy changes so that Policy 6104 – Field Trips and Foreign Travel – could be considered tonight as well.

Mr. Kennedy inquired as to a student's financial exposure should a trip be cancelled at the last minute. Ms. Farley indicated that many travel companies have their own form of trip cancellation insurance. She stated that one of the reasons for the changes to the policy is so that sponsoring teachers will be aware of what to look for in a contract and to require or seek out trip cancellation insurance. Trip sponsors should also inform parents about the travel company's policy and to what degree any monies may be forfeited.

Mr. Kennedy and Mr. Hayden agreed the Board should take action on the proposed statement tonight.

In response to a question from Ms. Ettinger, Ms. Bailey explained the line of responsibility for monitoring of the process. Ms. Ettinger also agreed the Board should take action on the statement tonight.

Mr. Teplitzky moved the Board waive the three-meeting policy on review of policies with respect to Policy 6104 and vote favorably on Policy 6104 and the "Statement Regarding

FIELD TRIPS AND FOREIGN TRAVEL (Cont.)

Field Trips and Foreign Travel." The motion was seconded by Mr. Hayden.

Ms. Ettinger asked legal counsel if there were any negative repercussions to waiting until September 24th to vote on the policy, to which Ms. Saffran-Brinks responded there weren't. With that being the case, Ms. Ettinger stated she would prefer to wait until the next meeting to consider the policy in order to maintain consistency.

Mr. Teplitzky disagreed with Ms. Ettinger's suggestion to wait until the next meeting to vote on the policy, stating the rule could not exist without the policy. Ms. Saffran-Brinks reminded Board members they do not vote on the rule—It comes to them for informational purposes. The amended rule will track the new policy. She stated there is a policy in effect dealing with field trips under which the recommended statement fits. In counsel's opinion, even though the statement refers to the new revised rule, it doesn't create a requirement that the sequence for approval be the rule and then the statement.

Dr. Hairston requested the Board take action on the policy this evening. He stated the superintendent implements the policy through the rule.

Mr. Sasiadek noted that since no one signed up to speak to the proposed revisions to Policy 6104, the policy could be considered tonight.

Mr. Teplitzky's earlier motion to favorably consider the revisions to Policy 6104 and the "Statement Regarding Field Trips and Foreign Travel" was unanimously approved.

Ms. Saffran-Brinks indicated to Board members the items had to be considered separately.

On motion of Mr. Teplitzky, seconded by Mr. Hayden, the Board unanimously approved the revisions to Policy 6104.

On motion of Mr. Teplitzky, seconded by Mr. Kennedy, the Board unanimously approved the "Statement Regarding Field Trips and Foreign Travel."

ANNOUNCEMENTS

Mr. Sasiadek made the following announcements:

- On Tuesday, September 10, 2002, schools and offices will be closed for Primary Election Day.

- On Sunday, September 15, 2002, the Board will meet in retreat in the Greenwood Administration Building from 10:00 a.m. – 3:00 p.m.

ANNOUNCEMENTS (Cont.)

- On Monday, September 16, 2002, schools and offices will be closed in observance of Yom Kippur.

- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, September 24, 2002, at Greenwood. The meeting will begin with an open session at 5:00 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.

PUBLIC COMMENT

Mr. Sasiadek reminded speakers to refrain from discussing any matter that might come before the Board in the form of an appeal, as well as any personnel matters.

Ms. Amethyst Danesie, President of the Baltimore County Student Councils (BCSC), thanked executive staff for the opportunity to speak at the Administrative and Supervisory Meeting. She also reviewed the activities from BCSC's executive board meeting. Ms. Danesie invited Board members to attend the BCSC leadership meeting at Camp Airy this weekend.

Ms. Kelli Nelson, Chair of the Citizens Advisory Committee for Special Education, noted that since the group's presentation in June, the material has not yet been shared with area executive directors, principals, and other leaders, as suggested by some Board members. She stated that many of the recommendations made were procedural in nature that requires no funding. Ms. Nelson expressed her support for the Office of Special Education as they move forward on a web-based IEP program. Board members were invited to attend the group's first meeting later this month.

Mr. Stephen Crum, a representative of the Southeast Area Educational Advisory Council, noted the group's first meeting of the year next week. With regard to the "Statement Regarding Field Trips and Foreign Travel," Mr. Crum urged that the reviews do not become routine.

Ms. Meg O'Hare, Chair of the Northeast Area Educational Advisory Council, thanked Maggie Kennedy for her leadership of the area educational advisory councils. She asked for the Board's support of the councils' joint meeting format. Ms. O'Hare noted that advisory council members have been asked to speak at Back-To-School night functions to inform parents about the school system's biggest budget priorities this year. Parents will also be urged to attend the County Executive's forum, with a focus on education, to be held October 2 at Loch Raven High School. With regard to middle schools, Ms. O'Hare urged the Board to consider giving middle schools their own leadership. She announced the Northeast Area's first joint meeting will be in November with Dr. Hairston as the guest speaker. Finally, Ms. O'Hare informed the Board that her theme for this school year will be alternative education, particularly at the secondary level.

PUBLIC COMMENT (Cont.)

Mr. Michael Franklin, President of the PTA Council of Baltimore County, thanked the administration for its appropriate response to the events of 9/11. Mr. Franklin urged the Board and staff to support the outstanding faculty at Woodlawn Middle School and noted there are a few issues that need to be resolved.

Mr. Mark Beytin, President of the Teachers Association of Baltimore County, thanked the Board, Dr. Hairston, Dr. Krempel and the Facilities staff for having classrooms ready when teachers returned in August. With a number of key issues at stake, Mr. Beytin noted the large number of government officials to be elected this year and the difference one person's vote can make.

No one signed up to address the Board with respect to the proposed changes to Policy 3122 – Classification of Expenditures – and Policy 6104 – Field Trips.

Mr. Maurice Boden, a PTSA executive board member at Woodlawn High School, noted that for public education to improve, there must be a focus on teacher and staff development as well as a plan of execution, which can be found in the *Blueprint for Progress*. He stated the purpose of the *Blueprint* and reviewed several "Key Strategies." Mr. Boden suggested the implementation of CISCO IT training at the beginning of high school, budgeting and allocating funding for a technology staff person in every school, and budgeting and allocating funds for an athletic/academic guidance liaison officer.

Ms. Kelli Nelson, a Baltimore County Public Schools' parent, spoke of the negative impact the cap on New Town Elementary School enrollment will have on the receiving schools, Franklin and Reisterstown Elementary Schools, especially with four (4) new housing units scheduled to be built in the next year-and-a-half. She asked the Board to partner with parents and the community not only to address the needs but to educate parents on the issues so they can be a voice for the Board.

Mr. and Mrs. Eugene Smalley, Baltimore County Public School parents, spoke of their frustration and the difficulty they've encountered in enrolling their child in school.

At 9:40 p.m., Mr. Walker moved to adjourn the open session. The motion was seconded by Mr. Hayden and approved by the Board.

Respectfully submitted,

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Joe A. Hairston
Secretary-Treasurer

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REPORT OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY RETREAT

Sunday, September 15, 2002

The Board of Education of Baltimore County, Maryland, met in open session for retreat on Sunday, September 15, 2002, at 10:05 a.m. in the Greenwood Administration Building Board Room. President Donald L. Arnold and the following Board members were present: Ms. Phyllis E. Ettinger, Mr. John A. Hayden, III, Dr. Warren C. Hayman, 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; Mr. Mark Beytin, President of the Teachers Association of Baltimore County (TABCO); and Mr. Jonathan Rockoff, a reporter from The Sun were present.

Mr. Arnold introduced Mr. Douglas Neilson, newly appointed Chief Communications Officer. Also recognized were Mr. Rockoff from The Sun and Mr. Mark Beytin from TABCO.

AD HOC COMMITTEES

Mr. Walker inquired as to how committee chairpersons were determined. Mr. Arnold responded that the current chairs of the Budget and Audit Committee and the Curriculum Committee had been in their leadership positions a number of years. He stated that when the chair position on the Building Committee became vacant last year, Mr. Kennedy was selected to fill that job because of his seniority on the committee.

Mr. Teplitzky noted that the same people tend to be in the same roles year after year. He suggested moving people around to serve on different committees to broaden their understanding of various areas.

Ms. Ettinger agreed with Mr. Teplitzky and indicated this would be her last year as Chair of the Curriculum Committee.

Mr. Walker inquired if committee Chairs serve at the pleasure of the officers, to which Mr. Arnold responded they did not. Mr. Walker then asked if the committee members select the group's chairperson. Mr. Arnold responded that in the past the most senior member of the committee was asked to serve as Chair.

Dr. Hayman suggested a process be established for committee appointment, committee chair selection, etc. Ms. Murray suggested a co-chair for each committee to prepare for the turnover in committee chairs in the next year or two. Mr. Arnold stated each committee could reaffirm its chair and select a co-chair.

Mr. Teplitzky stated there should be a rotation system that would allow Board members to become involved in other committees.

Mr. Hayden shared his opposition of a mechanical rotation noting that the person who leads the committee should possess knowledge in the area and a willingness to devote the necessary time needed to lead the work of the committee.

AD HOC COMMITTEES (Cont.)

Mr. J. Robert Haines, Deputy Superintendent for Business Services, entered the room at 10:30 a.m.

Mr. Walker agreed with a comment made by Mr. Sasiadek that a person should not be thrust into a leadership position if the person does not have the desire. He agreed with Mr. Teplitzky that the Board should be developing leadership and has a responsibility to expose members to leadership opportunities, if the person wishes to be a leader.

Ms. Ettinger stated the need to strike a balance between the opportunity to learn and demonstrate leadership and for continuity. She stated that many Board members serve on multiple committees but have a particular area of interest.

Mr. Arnold suggested retaining last year's chairs and asking the chairs to select co-chairs. He stated the discussion will be taken under advisement and consideration will be given to establishing a procedure for the selection of committee chairs and co-chairs. Board members who desire to change their committee membership should notify Mr. Arnold or Mrs. Zepp before the next Board meeting.

Ms. Murray inquired as to how a determination is made to establish a new committee, to which Mr. Arnold responded it was based upon need. Ms. Murray suggested the creation of a Human Resources Committee. This committee would not only review recommended appointments, but also look at the strategies and positioning of Human Resources and the challenges being faced in that area.

After discussion among Board members about the urgency to create such a committee and some of its possible roles and policy and legal implications, Mr. Arnold asked Ms. Murray if she would consider chairing this committee. Before the committee becomes established, Mr. Arnold suggested the development of a mission statement for the committee and some procedures. The following Board members indicated an interest in serving on a Human Resources Committee: Dr. Hayman, Ms. Ettinger, Mr. Walker, Mr. Hayden, Mr. Sasiadek, and Ms. Jung.

Dr. Hayman and Mr. Teplitzky suggested the people interested in serving on the committee meet with Ms. Murray, legal counsel, and Mr. Haines.

With regard to the Maryland Association of Boards of Education (MABE) Resolutions, Mr. Kennedy urged his colleagues to review the material before the state conference next month. He also suggested the resolutions be reviewed so Dr. Poff can make suggestions as to which may be important issues for the school system during the next legislative session.

Mr. Teplitzky shared a need next year for Baltimore County representation on MABE's insurance pool, since this is his last year of service on the Board. Mr. Teplitzky will speak with Mr. Grzymski and Ms. Murray to see if either is interested in serving.

AD HOC COMMITTEES (Cont.)

Ms. Ettinger urged Board members to consider becoming involved on MABE's Conference and Resolutions Committees.

Ms. Bormel entered the room at 10:55 a.m.

SYSTEM'S PRIORITIES

With regard to a memorandum to the Board president and the Superintendent from Dr. Poff, Dr. Hairston explained the protocol to be followed in submitting items to the Board. He noted Dr. Poff's absence today was due to a health matter. Mr. Sasiadek noted that Dr. Poff's memorandum was a result of the Board officers' discussion with Dr. Hairston, who serves as secretary-treasurer of the Board, in preparation for the retreat.

Mr. Sasiadek requested a list of the task force members revising the *Blueprint for Progress*.

Priority I

Ms. Ettinger suggested including student achievement. She stated the *Blueprint* must be explicit as far as the Board's beliefs so that the public understands what is expected.

Mr. Hayden suggested including specific dates for achieving the goals, similar to what has been done by the Anne Arundel County superintendent.

Mr. Teplitzky asked about the intended audience for the *Blueprint*, since it contains language that the public might find difficult to understand. Dr. Hairston stated the document was intended for the Board.

Ms. Ettinger agreed that there is a great deal of educational jargon in the document. She also questioned whether some priorities should be goals or strategies.

Mr. Teplitzky stated the Board should determine if it is still in agreement with the three (3) goals. If so, it is possible that the strategies to achieve the goals may change.

Mr. Sasiadek stated goals and strategies need to be expressed in a clear manner so all audiences can understand them.

Dr. Hayman stated the priority list should focus on the goals of the system, not just student achievement. He shared his hope that staff would provide information on how the priorities relate to each of the goals.

SYSTEM'S PRIORITIES (Cont.)

Mr. Arnold clarified for Dr. Hayman that the intent of the material was to generate discussion about how the Board could support the Superintendent to realize the system's goals and objectives. It was not intended to be goals and objectives by which to evaluate the superintendent.

Ms. Murray stated the Board needs to come to agreement on the goals and what the Board's role is versus the staff's role. The Board also needs to make the argument to the funding authorities that our resources will be used effectively and efficiently.

Mr. Teplitzky shared his belief that the Board needs to be clear to all constituencies and itself. He said the Board needs to reaffirm the three goals or tell the public the goals are being changed and how they will be changed. The public needs to understand that the *Blueprint for Progress* is the vehicle by which the goals will be achieved. The Board must be specific about what it will do this year to achieve the goals.

There was discussion regarding the Board's reaffirmation of its commitment to the *Blueprint for Progress* and the school system's three goals.

Ms. Jung stated that she would like more data before reviewing the draft version of the *Blueprint for Progress*. Dr. Hairston indicated the student achievement information would be provided at an October Board meeting. Dr. Hayman said priorities cannot be established until the Board and school system have established where we are in terms of what we want to do.

There was agreement among the Board that it is still committed to the *Blueprint for Progress* and is still satisfied with the three goals to improve student achievement.

Some Board members voiced their concern that Board discussion on the revised *Blueprint* should come after the final draft of the document has been prepared. Ms. Ettinger suggested the revisions follow the model used for policy and rule revisions.

Noting that there may be budgetary and legislative implications to the "Key Strategies," Mr. Kennedy suggested Board and staff move quickly to finalize the document.

At 12:48 p.m., Mr. Arnold called for a brief recess.

The retreat reconvened at 12:55 p.m.

Ms. Ettinger and Mr. Sasiadek made suggestions with regard to the "Belief Statements."

Board members reviewed each of the existing "Key Strategies" and "Indicators of Student Achievement Progress" and offered suggestions.

BOARD TASKS AND STRATEGIES

Mr. Arnold reviewed and Board members discussed the four items listed and their timelines. The tasks/strategies for this school year are:

- Continued implementation of the *Blueprint for Progress*,
- Reducing the number of paper documents and reports forwarded to the Board,
- Development of an electronic calendar, and
- Enhancing communication with stakeholders, public officials, employees, and the general public.

Mr. Teplitzky suggested that if the tasks/strategies are listed in priority order, #4 should come before #2 and #3. Ms. Jung suggested a separate item to address recruitment and retention of quality personnel.

With regard to enhancing communication, Dr. Hayman recommended moving the public comment to the beginning of the business meeting. He also suggested the development of guidelines for the type of information constituent groups share with the Board during public comment. Finally, Dr. Hayman suggested sending a message to constituent groups who continually do not take advantage of the opportunity to address the Board at the end of the meeting, indicating they may lose that opportunity.

Ms. Jung urged caution before dropping a constituent group from the list of constituent groups. She also recommended a training process for the chair of each advisory council.

Dr. Hayman stated the three-minute time limit should be enforced. Ms. Ettinger agreed.

Mr. Hayden suggested quarterly reports from advisory councils.

LEGISLATIVE TARGETED GOALS

Dr. Hayman suggested Board members meet with the County Delegation as a whole to discuss the Board's legislative agenda, rather than meet with individual legislators. Ms. Ettinger voiced her support of both group meetings and individual meetings. Mr. Kennedy voiced his support of the large group meeting but stated it is easier to get three or four legislators together than a large group. He also noted the smaller group meetings seem to be more effective. Mr. Sasiadek commented that with so many new legislators this year, perhaps a large group meeting might be a good idea.

Ms. Murray inquired about meeting with the County Executive. Mr. Arnold responded almost every year, the Board has had the opportunity to meet with the County Executive and County Council.

Mr. Arnold announced that, as in the past, meetings with State senators and delegates will attempt to be scheduled on Mondays and Fridays.

ELECTRONIC CALENDAR

Ms. Merle Audette, Chief of Staff, provided a Power Point™ presentation on the purpose and the type of information to be included on the Board's electronic calendar.

Mr. Kennedy recommended the addition of expulsion hearings and graduations to the calendar. Board members were asked to contact Ms. Audette by the end of the week with any other functions that should be included on the calendar. Ms. Sasiadek suggested it might be helpful to include State committee meetings.

There was a brief discussion as to whether the public should have access to the Board calendar or if it should be for "Board only." Ms. Jung suggested that the Board experiment with the calendar in-house for the moment, and allow public access in the future.

PERSONNEL DESCRIPTIONS

Mr. Arnold deferred this item to the proposed Human Resources Committee.

ROTATION OF OFFICERS

Dr. Hayman referenced material sent to Board members with regard to Harford County's process for the rotation of board officers. He stated that if this Board followed Harford County's procedure, everyone would have the opportunity to share in leadership and reduce the politics of the current practice.

Ms. Murray shared her feelings about this year's election of officers and stated she was very uncomfortable with a forced rotation.

Mr. Teplitzky suggested an enforced term limit of one year. Mr. Hayden encouraged consideration of a two-year limit. Ms. Ettinger agreed with a two-year term stating that the first year is a learning year. She also noted that with a large Board such as ours, in a rotation process, some would not get the opportunity to serve and this could create problems. Mr. Walker stated that if a rotation process were in place, no one would be forced to serve, and the rotation could be done on the basis of seniority. He also voiced his support of a two-year term.

Mr. Kennedy disagreed with an earlier statement by Dr. Hayman that the current process of electing officers is a popularity contest. He also shared his preference to electing officers.

Mr. Sasiadek communicated his concerns about rotation. He stated that the job of Board President is daunting and very time consuming. He also suggested the person serving as president should serve at least one year as vice president.

Mr. Teplitzky stated the president should be someone who wants the job and somebody who others believe would be a good president. He said automatic rotation was unhealthy and

ROTATION OF OFFICERS (Cont.)

might preclude someone from serving who is a true leader and wants to serve. Mr. Teplitzky agreed two years is a reasonable term.

Dr. Hayman shared the need for a document that clearly defines the roles of president and vice president and how long the president can serve.

Mr. Arnold stated the term limit should be considered. He referenced Policy 8221, which does not indicate a term limit but does explain current practices.

Ms. Jung asked for additional information on the rotation system and suggested revisiting the issue around the first of the year.

Mr. Arnold commented that additional information could be obtained through MABE and the National School Boards Association. From his past experiences on school boards in another state, Mr. Arnold stated that he had seen two boards with a rotation process go back to an election process. He was uncertain if there were term limits.

Mr. Beytin offered to work with the Board in its legislative efforts this year. He stated he was glad to see the pension issue listed as a "potential focus area." He also stated the two groups have an opportunity to work together to secure funding for schools, Thornton recommendations, and other areas.

At 2:57 p.m., the retreat was concluded.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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