

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** July 14, 2009

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

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

**SUBJECT:** **REPORT ON THE PROPOSED DELETION OF BOARD OF  
EDUCATION POLICY 4132 – SUPPORT FOR PROFESSIONAL  
ACTIVITIES**

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

**RESOURCE  
PERSON(S):** Barbara Bisset, Executive Director, Department of Professional Development

**RECOMMENDATION**

That the Board of Education reviews the proposed deletion of Policy 4132.  
This is the first reading.

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Attachment I – Policy Analysis  
Attachment II – Policy 4132

**Policy Analysis for  
Board of Education Policy 4132  
Support for Professional Activities**

Statement of Issues or Questions Addressed

Board of Education Policy 4132 has not been revised since it was adopted in 1968. The policy is being recommended for deletion as the information is included in Policy 4131, Professional Growth.

Cost Analysis and Fiscal Impact on School System

No fiscal impact is anticipated by the deletion of this policy.

Relationship To Other Board Of Education Policies

Board of Education Policy 4131, *Professional Growth*.

Legal Requirements

Annotated Code, Education Article §6-112, §6-116, §6-117, §6-118, §6-119  
COMAR 13A.07.07.01  
13A.07.08.01.08

Similar Policies Adopted By Other School Systems

1. Anne Arundel County, Policy 801.13, *Professional Improvement-Teachers*
2. Frederick County, Policy 400-58, *Student Clubs at Middle and High Schools*
3. Montgomery County, GMD-RA, *In-Service Course for Teachers*
4. Montgomery County, GMF-RA, *Staff Development Programs for Supporting Services Employees*
5. Montgomery County, GMG-RA, *Tuition Reimbursement for Teachers*

Draft of Proposed Policy

Attached.

Other Alternatives Considered By Staff

No other alternatives were considered.

Timeline:

First reading – July 14, 2009  
Public comment – August 11, 2009  
Third reading – September 8, 2009

PERSONNEL: Professional

Activities: Support for Professional Activities

1. Purpose

The school system encourages the participation by certificated employees in job related professional activities whose purposes support the improvement of the educational program of their schools. While membership in such organizations and participation in their regular activities are the responsibilities of those who elect to engage in them, the Board of Education supports employees' participation through the granting of leave, paying certain expenses, and providing transportation under circumstances described in this policy and within the limitations of budget provisions.

2. Board Authority

All requests involving leave or expenses require the approval of the Board in advance. Approval will be made within the framework of this policy, except that the Board reserves the right to make such exceptions as it deems to be appropriate when special events may occur. The Board, at its discretion, may direct specified personnel to represent the school system in a variety of activities not specifically outlined in this policy. The limitations of this policy do not apply to specified administrative personnel assigned to represent the school system under a variety of circumstances relating to the course of their employment and the performance of their responsibilities.

3. Professional Activities

The school system limits its support, in the form of leave, expenses, or transportation, for professional participation to those activities which relate directly to the educational program of the school and to personnel representing the system. Employee participation is limited to area of assignment unless it is to the system's advantage to lift such limitation.

4. Specific Conditions Covered in this Policy

The Superintendent of Schools is authorized to approve the following items:

- a. Transportation
  - (1) Transportation requests for activities in local areas, where leave is not required
  - (2) Transportation requests for meetings in non-local area
    - (a) For professional activities outside the local areas, transportation may be furnished for one vehicle at the prevailing reimbursement rate, or by staff car, if available, upon the request of the employee and the concurrence of the principal and the Superintendent of Schools.
    - (b) Public transportation may be used if it can be done more cheaply than by other means.
- b. Subsistence, fees, and travel
  - (1) Subject to the imposition of budgetary controls, requests may be made for representatives to attend statewide or area conferences with subsistence, travel, and fees allowed, not to exceed an amount approved by the Board of Education.
  - (2) Requests must relate to the educational program and be ratified by the appropriate administrator and approved by the Superintendent of Schools.

Legal Reference: Ann. Code of Pub. Gen. Laws of Md. Art. 77  
§34 Control of education matters affecting counties; boundaries of county school systems. (County Boards of Education)  
§69 Quarters, clerical equipment, and transportation; expenses, etc.

Policy  
Adopted: 8/29/68]

Board of Education of Baltimore County