

TENTATIVE, SUBJECT TO CHANGE

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, October 21, 2003
5:00 P.M.-Closed Session, 7:30 P.M.-Open Session
Educational Support Services Building

- I. PLEDGE OF ALLEGIANCE
- II. SILENT MEDITATION IN REMEMBRANCE
- III. AGENDA
Consideration of the agenda for October 21, 2003
- IV. MINUTES
Consideration of the Open and Closed Session Minutes of August 12, 2003; Open and Closed Session Minutes of September 9, 2003; Exhibit A
- V. SUPERINTENDENT'S REPORT
- VI. SPECIAL ORDER OF BUSINESS – Presentation of Governor's Commission to Francesca Cirincione and Joy Shillman (Mr. Sasiadek)
- VII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS AND ADVISORY COUNCIL APPOINTMENTS FROM OCTOBER 9, 2003 (Mr. Grimsley)
- VIII. OLD BUSINESS
 - A. Consideration of Proposed Policy 1600 – Public Charter Schools (Ms. Bailey)
Exhibit B
 - B. Consideration of Proposed Policy 5450 – Services to Students- Accident Insurance (Third Reading) (Ms. Fromm)
Exhibit C
 - C. Consideration of Waiver Report for Conditionally Certified Teachers (Mr. Grimsley)
Exhibit D
- IX. REPORTS
 - A. Woodholme Elementary (Dr. Krempel)
(Mr. Buckler)
Exhibit E

X. NEW BUSINESS

- A. Consideration of consent to the following personnel matters: (Mr. Grimsley)
1. Retirements Exhibit F
 2. Resignations Exhibit G
 3. Leaves Exhibit H
 4. Deceased Exhibit I
 5. Appointments Exhibit J
- B. Consideration of consent to the following contract awards: (Ms. Burnopp)
(Mr. Gay)
Exhibit K
1. Early Intervention Services
 2. Grant Development Consultant FY 2004 USDE Magnet School Assistance Program
 3. Curriculum Software Management Performance Series—Scantron, Extension
 4. Latitude Communications Meeting Place Software
 5. STARLAB Portable Planetarium
 6. Supplies Contract: Various Floor Tile Supplies
- C. Consideration of consent to the following Building Committee Recommendations: (Building Committee)
1. Change Order – Systemic Renovation Middle River Middle School Exhibit L
 2. Change Order – Major Maintenance Renovation Project Winand Elementary School Exhibit M
 3. Request to Declare – Surplus Property at Chapel Hill Elementary School Exhibit N
 4. Request to Negotiate – Design Services for Systemic Renovations at Middle River Middle School, Dumbarton Middle School and Sparrows Point Middle School Exhibit O
 5. Consideration of the Comprehensive Maintenance Plan – Fiscal Year 2004 Exhibit P
- D. Consideration of Proposed Change to the 2003-04 School Calendar (Mr. Neilson)
Exhibit Q

IX. INFORMATION

- A. New Rule 1600 – Public Chartered Schools

Exhibit R

X. ANNOUNCEMENTS

- A. Constituent Groups
- B. Public Comment

Next Board Meeting November 4, 2003
7:30 PM Greenwood

TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, August 12, 2003

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in open session at 5:00 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Francesca Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Joy Shillman and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Dr. Hairston provided status on students relocating from Dogwood Elementary to Winfield Elementary.

Mr. Sasiadek reviewed housekeeping items with board members.

Dr. Hayman entered the room at 5:05 p.m.

Mr. Hayden arrived at 5:07 p.m.

Ms. Murray entered the room at 5:10 p.m.

At 5:20 p.m., Mr. Kennedy 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. Arnold and unanimously approved by the Board.

CLOSED SESSION MINUTES

Mr. Haines and Dr. Krempel briefed the board on potential litigation with a contractor.

Mr. Grimsley and Mr. Dan Capozzi discussed negotiation matters with Board members for FY04.

Mr. Grimsley and Dr. Gehring reviewed with board members appointments to be considered this evening.

At 6:58 p.m., Mr. Hayden moved that the Board adjourn the closed session for a brief dinner recess. The motion was seconded by Ms. Ettinger and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in open session at 7:40 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Francesca Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Ms. Joy Shillman and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present as was the media.

Dr. Hairston advised Board members of no adjustments to tonight's agenda.

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Ms. Francesca Cirincione, newly appointed student Board member, 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 Report of the Board of Education Work Session, June 10, 2003; the open and closed session minutes of June 17, 2003; and the Report of the Public Hearing on the Master Plan June 26, 2003, 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.

Mr. Sasiadek recognized and introduced the new appointments to the Board of Education. Mr. John Hayden, III has been reappointed. Ms. Joy Shillman replaces Mr. Teplitzky, and our new student member is Ms. Francesca Cirincione. Mr. Sasiadek also introduced Ms. Brenda Stiffler, Administrative Assistant to the Board.

SUPERINTENDENT'S REPORT

Dr. Hairston noted we had our new teacher introduction at Perry Hall High School and commended Ms. Arlene Fleischmann and her staff for putting together the workshop for our new teachers. Dr. Hairston was impressed with broad-based participation of the parents and representation from the PTA's County Council, Advisory Council, Board Members, County Executive and Lt. Governor.

Mr. Sasiadek thanked everyone for their efforts in greeting the new teachers.

SPECIAL ORDER OF BUSINESS

On motion of Mr. Hayden, seconded by Mr. Walker, the Board adopted a resolution honoring Donald L. Arnold, who has served the Board in an executive position for the last five years.

Mr. Sasiadek presented flowers to Mr. Arnold's wife, Ms. Donna Raffaele, for the kindness she has shown to the children of Baltimore County.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Mr. Dave Evans recognized the administrative appointments approved at the July 8th meeting. Dr. Jerry Dalton, appointed at the June 10th meeting, was introduced.

PERSONNEL MATTERS

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

CONTRACT AWARDS

Before a motion or separation was made, Mr. Sasiadek allowed Mr. Gay to address a change in the description of item #12. Based on information given to Mr. Gay from legal counsel, the statement in the description, which reads "Maryland Code of Regulations", is incorrect. It will be revised to read "...Education Article of the Annotated Code of Maryland."

Mr. Hayden abstained from voting on item 1. Mr. Arnold abstained from voting on items 13 and 18. Mr. Grzymiski abstained from voting on item 12. Ms. Ettinger pulled items 3, 4, 9, 12 and 17 for further discussion. Ms. Jung pulled items 8, 11 and 16 for further discussion. .

On motion of Mr. Walker, seconded by Dr. Hayman, the Board approved items 1, 2, 5, 6, 7, 10, 13, 14, 15, 18, 19, 20, and 21.

1. Automotive Parts & Supplies Extension
2. Consulting Contract for Independent Operational Audit of the Special Education program
5. Contracted Services: *On-Call* Microbial Remediation and Cleaning of Air Conveyance Systems
6. Contracted Services: *On-Call* Post Construction Cleaning, Custodial, Housekeeping, and Floor Waxing Services

CONTRACT AWARDS (cont)

7. Contracted Services: *On-Call* Removal and Disposal of Underground Storage Tanks Extension
10. Contracted Services: Well Water Treatment, Inspection, and Sampling Extension
13. Equipment Contract: Gym Equipment for New Town High School
14. Food Service: Serving Line (Dundalk Elementary)
15. Handwriting Materials
18. Various Office Equipment Extensions
19. Voluntary Long Term Disability Extension
20. Contracted Services: Employee Assistance Program (EAP) and Managed Mental Health (MMH) Services
21. Contracted Services: Health Maintenance Organization (HMO) Services

Item #3

Ms. Ettinger expressed her concern of why we look exclusively at the PSAT and the College Board and do not incorporate the SAT program. Dr. Grant responded that the SAT is another contractual agreement. Ms. Ettinger wondered if we expose our students to the ACT testing approach. Dr. Grant stated we do give the ACT in Baltimore County; however, most of our schools use the PSAT and students do have the option. This particular program is focused on the PSAT in preparation for SAT as a partnership agreement with the College Board.

Ms. Jung asked if the cost of the program is holding even year-to-year. Dr Grant responded that it is holding even for this year and the agreement is the same as last year.

Dr. Hayman commented that the PSAT is a preliminary and the ACT does not have a preliminary. However, preparation of PSAT can help a student in their performance on the SAT.

On motion of Mr. Kennedy, seconded by Dr. Hayman, the Board approved item 3.

3. Contracted Services for 2003 PSAT/NMSQT and PSAT/NMSQT Early Participation Program

Item #4

Referring to the next to the last paragraph, Ms. Ettinger inquired what the nature of our participation would be and what individuals or offices would be responsible in this area. Ms. Satterfield responded last year we did surveys and looked at attendance rate. This year we are looking at contracting with U.M.B.C. to conduct a complete study.

Item #4 (cont)

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

4. Contracted Services for Project F.A.C.E.

Item #8

Ms. Jung asked how the cost of this item compares to cost in previous years. Mr. Gay indicated he would provide the Board a comparison of cost in previous years to the cost this year. The estimate is based on what has been spent in prior years for these types of services. Mr. Gay remarked that these are only temporary services. Ms. Jung asked if in previous years schools requesting services could draw on this service. Mr. Gay responded that this service is available to the schools.

On motion of Ms. Jung, seconded by Mr. Walker, the Board approved item 8.

8. Contracted Services: Temporary Employees

Item #9

Ms. Ettinger inquired about the involvement of specific offices in determining the suitability of this vendor. Dr. Dezmon stated this is the second year for these courses, which were piloted last year. The source of the courses would be the University of Virginia in cooperation with Hampton University. Ms. Ettinger inquired if the courses are more focused on the activities of the office and various groups. Dr. Dezmon responded the courses focus on the activities then looks at various groups.

Ms. Jung asked how many people take these courses and where are they in the system. Dr. Dezmon responded that there were over 600 enrollees with 280 completing the course. The participants had to complete an extensive survey, which showed that this was one of the most enlightening and enjoyable experiences. Charles, Howard, and Prince George's counties are experimenting with these courses. Ms. Jung commented that the attrition rate was very high. Dr. Dezmon stated that 16 teachers would undergo on-line training.

Mr. Hayden encouraged coordination going forward with individuals dealing in special education areas. He stated that a coordinated effort might help in the attrition rate. He also recommended looking at a four-year commitment. Dr. Dezmon stated that the contract is renewable year by year.

Mr. Walker was concerned that twenty vendors were contacted on this size of a contract and only one responded. Dr. Dezmon responded that this is the same vendor we had last year to offer this type of course.

Mr. Arnold asked what evaluation is used on an annual basis to determine the renewal of contract. Dr. Dezmon stated they look at the number of individuals who enrolled in the course, those who completed the course, and those who successfully complete the course for graduate
Item #9 (cont)

credits. Dr. Dezmon concluded that Baltimore County is the only school system whereby every high school student is enrolled in Test Preparation for the PSAT and ACT.

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved item 9.

9. Contracted Services: Web-Based Courses

Item #11

Ms. Jung asked if four wellness centers is the entire number. Ms. Michele Prumo stated that we have 14 centers; however, our contract with University of Maryland is with only four schools.

On motion of Ms. Jung, seconded by Mr. Kennedy, the Board approved item 11.

11. Contracted Services: Wellness Centers

Item #12

Ms. Ettinger asked for a brief description of what the software could help us do as a system. Mr. Greg Barlow stated that Cognos would allow us to extract and report on any of the data within our system. Cognos is the key tool that ties together all of the school systems' platforms. The software will allow us to create 3-D views and visual representation on any data within the system.

Mr. Hayden commented that he observed this software in a MABE meeting a few months ago and was amazed at the manner in which the software can sort information. He stated that it would be quite a task to train individuals on what this software can carry out for the system.

On motion of Mr. Hayden, seconded by Ms. Ettinger, the Board approved item 12.

12. Database Reporting Tool Software Application.

Item #16

Ms. Jung asked if the figure was holding steady or moving up and down. Mr. Gay indicated he would provide the details regarding award value to the Board. He commented that the award is normally based on history. Ms. Jung commented about the cost items and communicating to the funding authorities.

On motion of Mr. Hayden, seconded by Dr. Hayman, the Board approved item 16.

16. Interpreter For Deaf and Hard of Hearing Extension

Item #17

Ms. Ettinger inquired if this contract relates to the need of instruments in all the schools. Ms. Kathleen McMahan stated this contract only relates to instruments with a cost of over \$1,000. There is another funding source for instruments under \$1,000.

On motion of Ms. Ettinger, seconded by Mr. Arnold, the Board approved item 17.

17. Music Instruments

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-14. The Board approved these recommendations. Mr. Arnold abstained from voting on item #13.

Mr. Kennedy called the Board's attention to item #14 that may have an incorrect amount. Dr. Krempel responded that the figures are correct.

Mr. Kennedy and Dr. Krempel brought attention to items #6 and #13. Dr. Krempel stated that these two items reflect the continuing plan to move forward with construction of the new Woodholme Elementary School.

1. Fire Suppression System – Deer Park Elementary School
2. Lighting Upgrade – Hernwood Elementary School
3. Mechanical Upgrades – Sandy Plains Elementary School
4. Mechanical Upgrades – Timber Grove Elementary School
5. Mechanical Upgrades – Winfield Elementary School
6. Construction Management Services – Woodholme Elementary School
7. Design Services for Science Room Renovations – Loch Raven High School
8. Design Services for Science Room Renovations – Perry Hall High School
9. Design Services for Science Room Renovations – Pikesville High School
10. Design Services for Science Classroom Renovations – Woodlawn High School
11. Dry Wall Contract – New Town High School
12. Exterior Lighting – Woodlawn Middle School

BUILDING COMMITTEE (cont)

13. Contract Award for Construction Management Services – Woodholme Elementary School
14. Corrected Award of Contract for Boiler Replacement – Lansdowne High School

ADDITIONAL LEASE SPACE

Ms. Fromm briefly described the lease agreement to expand office space by 2800 square feet. One change to paragraph 6, first line should read “the rental amount for the additional year for the existing premises.”

Mr. Hayden asked who was the landlord at Timonium. Ms. Fromm responded that the landlord was Merritt. Mr. Hayden recommended that the name of the landlord be included in future leases.

Ms. Jung asked if we are re-leasing space in another location or are we acquiring additional space. Ms. Fromm stated this is for additional space; however, it will relieve some office space in the ESS building.

On motion of Mr. Kennedy, seconded by Ms. Jung, the Board approved the additional lease space at Timonium Business Park.

INFORMATION

The Board received the following as information:

- A. New Rule 6135 – Gifted and Talented Education Program
- B. Maryland Association of Boards of Education (MABE) Monitor

ANNOUNCEMENT

Mr. Sasiadek made the following announcement:

The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, September 9, 2003, 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.

ANNOUNCEMENT (cont)

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.

STAKEHOLDER GROUPS

Baltimore County Student Council President, Ms. Amethyst Danesin, commented that the BCSC Executive Board would have their annual retreat on August 21-22, 2003. She also had the opportunity to work at the teacher orientation.

Ms. Jan Thomas, a representative of the Citizens Advisory Committee for Gifted/Talented Education, commented that support is with the Board as they review the new policy for the Gifted and Talented program.

Mr. Stephen Crum, Southeast Area Advisory Council Chair, commented on a statement in the proposed Gifted and Talented Program policy: "The Board recognizes that the school system should provide a continuum of appropriately differentiated educational experiences and services kindergarten through grade 12 that are research-based and aligned with the system's mission and goals." This could be difficult in the classroom whereby the teacher may have to provide all differentiation. Teachers may need assistance and he hopes it can be provided.

Ms. Meg O'Hare, Chair of the Northeast Area Educational Advisory Council, commented on the teacher induction session and summarized a reception she had for the teachers in the Carney area. Her topic this year is teachers and teachers' salaries. She is requesting information on teachers' starting salaries within Baltimore County.

Mr. Sasiadek welcomed the new officers of TABCO. Ms. Cheryl Bost, President of TABCO, expressed her issues and concerns, which included teacher workload and retention. She was encouraged by the remarks made at the teacher induction by County Executive Jim Smith, Board President James Sasiadek and Dr. Hairston in their pledges to keep the line of communications open. Ms. Bost recommended we develop a blueprint that outlines the goals to attract and retain qualified teachers. Ms. Bost introduced TABCO Vice President, Ms. Christine Beard.

Mr. Michael Behrens, Professional Staff Nurses Association (PSNA) President, commented on the retention of qualified school nurses, competitive salaries, and health care issues. The elementary and special schools chapter of PSNA respectfully request continued open communications to service the needs of the students, the Board of Education, and their members.

No speakers signed up for public comment on Policy 6135.

At 9:03 p.m., Mr. Hayden moved to adjourn the open session. The motion was seconded by Mr. Walker and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, September 9, 2003

The Board of Education of Baltimore County, Maryland, met in open session at 4:04 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Ms. Francesca Cirincione, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Janese Murray, Ms. Joy Shillman and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

The Board entertained oral argument in Hearing Examiner's Case #02-19. The matter was heard in closed session.

In addition to the above listed Board members, also in attendance were the Appellant; the Appellant's Lawyer, David Love, Esq.; Ms. Christine Johns, Deputy Superintendent of Curriculum and Instruction; Ms. Merle Audette, Chief of Staff; Dr. Kim Whitehead, Executive Director of Schools, Central Area; Mr. William Lawrence, Executive Director of Schools, Northeast Area; Dr. Scott Gehring, Executive Director of Schools, Northwest Area; Mr. Robert Kemmerly, Executive Director of Schools, Southeast Area; Dr. Richard Milbourne, Executive Director of Schools, Southwest Area; Ms. Rita Fromm, Executive Director of Planning and Support Operations; Margaret-Ann F. Howie, Esq., Legal Counsel to the Superintendent; Carol Saffran-Brinks, Esq., Assistant County Attorney; and Ms. Brenda Stiffler, Administrative Assistant to the Board of Education.

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

Mr. Walker entered the room at 4:12 p.m.

The hearing was concluded at 4:52 p.m.

Board members deliberated on the case.

At 5:23 p.m., Mr. Walker 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), (a)(7), (a)(8), 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 appointments to be considered this evening.

Mr. Grimsley and Mr. Capozzi updated the Board members on the negotiation process.

CLOSED SESSION MINUTES (cont)

Ms. Saffran-Brinks updated the Board on potential litigation with a contractor.

Ms. Saffran-Brinks provided advice to the Board regarding Policy 7520, New Construction: Occupying.

At 6:57 p.m., Mr. Arnold moved that the Board adjourn the closed session for a brief dinner recess. The motion was seconded by Dr. Hayman and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in open session at 7:45 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Francesca Cirincione, 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, Ms. Joy Shillman and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present as was the media.

Dr. Hairston advised Board members of one adjustment to tonight's agenda – the addition of Exhibit E-1, Budget Appropriation Transfer, under New Business.

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Christine Snyder, Towson University Student, 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 July 8, 2003 and the closed session minutes of August 26, 2003, Mr. Sasiadek declared the minutes approved as presented on the website.

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

SUPERINTENDENT'S REPORT

Dr. Hairston commented on the dedication and ribbon cutting ceremony for New Town High School. In attendance were the Governor, State Superintendent, County Executive, Former

SUPERINTENDENT'S REPORT (cont)

County Executive Dutch Ruppensberger, Congressman Benjamin Cardin, and a host of delegates. Dr. Hairston shared with the Board and public that New Town High is one of the selected sights for a visitation by a delegation from South Africa.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Mr. Grimsley recognized the administrative appointments approved at the August 12, 2003 meeting.

OLD BUSINESS

Ms. Phyllis Bailey highlighted to the public the Gifted and Talented Education policy.

On motion of Mr. Walker, seconded by Ms. Ettinger, the Board approved Policy 6135, The Gifted and Talented Education Program.

Ms. Ettinger expressed her appreciation to the Superintendent, staff, and Advisory Committee for Gifted Education for their hard work and dedication to get the policy in writing.

REPORTS

The Board received the following reports:

- A. Report on Opening Day – Ms. Audette presented a PowerPoint presentation (Exhibit C) and shared some highlights on the opening day, which included Enrollment; Personnel and Personnel vacancies; Residency; Title I Funding; residency report; Transportation, Food and Nutrition Services; Facilities; Instructional Readiness; and Back-to-School Nights.

Executive Directors shared school opening day highlights for the following areas:

- Dr. Milbourne Southwest Area
- Dr. Gehring Northwest Area
- Dr. Whitehead Central Area
- Mr. Lawrence Northeast Area
- Mr. Kemmery Southeast Area

Dr. Hairston offered thanks to employees and parents for providing a very smooth opening day throughout the county.

REPORTS (cont)

Mr. Sasiadek appreciated the report and the format in which the report was given providing specific data for each area and following the *No Child Left Behind* strategy.

Regarding page 4 under Instructional Readiness, Mr. Kennedy asked if the newly appointed technology teachers are being used as technology teachers.

Ms. Audette responded that they will all be used as technology teachers and that staff is monitoring this closely.

Mr. Kennedy was pleased that we are closing loopholes and implementing the policies and rules on how gifted and talented education is handled within the county. Mr. Kennedy was delighted that the presentations showed the area Executive Directors working with the gifted and talented office.

Dr. Hayman commended Ms. Audette and staff for such a comprehensive report and was by far the best school opening report. He believes it would be helpful to have a comparison of enrollment from last year to this year. Dr. Hayman expressed his concern that 25 of the conditional teachers are in the Southeast and Southwest areas and none in the Central area. Dr. Hayman requested information regarding the number of conditionally certified teachers within the school system.

Dr. Hayman commended Powhatan Elementary, Dr. Milbourne and his staff for having Powhatan removed from the list.

Dr. Hayman inquired as to who will offer the supplemental services for Woodlawn Middle and Winfield Elementary. He will recommend to TABCO to get involved in the supplemental services program. He will share any information with TABCO and leadership regarding this process.

Ms. Ettinger expressed her compliments for a very comprehensive report. She also shared Dr. Hayman's concerns regarding the inequity of distribution of conditionally certified personnel.

Regarding page 13, Personnel, in the Northeast area, Ms. Ettinger inquired as to how we would handle this type of situation until we are able to hire personnel. Mr. Lawrence responded we would bring in long-term substitutes for those positions.

Ms. Ettinger inquired about statements within the presentation that indicated enrollment expectation was incorrect. Ms. Audette replied it is a little early to tell since there are shifts with some schools going down and some going up.

REPORTS (cont)

She stated that by September 30th we should be stabilized and on projection for all schools. Ms. Ettinger requested enrollment data after 9/30/03.

Mr. Walker commended Dr. Hairston and staff on format and content of information for school opening day that was exceptionally well done. Mr. Walker asked if the opening of New Town High School relieves the overcrowding in other nearby high schools. Dr. Gehring responded Randallstown High School is under capacity for the first time in many years. Owings Mills High School is currently at 150 over capacity.

In response to Mr. Walker's question on relocatables at Featherbed Lane Primary, Dr. Gehring stated there are none at the school.

Mr. Walker inquired as to whether "conditional teacher" was part of the language in *No Child Left Behind* with Ms. Audette responding yes. Mr. Walker asked if there were conditional teachers only in the Title I schools. Mr. Grimsley responded that our goal was to fill positions with just certificated employees. He added that many of the conditional teachers are close to being certified.

Dr. Hayman asked whether there were conditional teachers in non-Title I schools. Mr. Grimsley responded yes. The majority have completed programs and are waiting certification requirement. Regarding Mr. Walker's question on certification time, Mr. Grimsley responded that a conditional certificate from the state is up to three years for those in certification programs.

To follow up on Mr. Walker's question, Ms. Ettinger stated it would be helpful for the Board to have the distribution data regarding number of conditionally certified teachers in non-Title I schools.

Mr. Kennedy pointed out that out-of- state scores, in many cases, are lower than those Maryland accepts. He added that under *No Child Left Behind* one could be certified under Maryland state certification requirements but not qualified because of the lack of hours in a specific content area.

Mr. Sasiadek added that he would be interested throughout the year watching the number of instructional assistance who become highly qualified.

- B. Data Trax – Data-driven Decision Making – Mr. Greg Barlow introduced Dr. Jerry Dalton and Ms. Vickie Sappee, who provided a PowerPoint presentation on Data Trax Data-Driven Decision Making. Mr. Barlow highlighted how we arrived to this point including infrastructure, security, data warehouse, and reporting strategies. Ms. Sappee described the data elements available in Data

REPORTS (cont)

Trax. Dr. Dalton presented a brief overview of Data Trax. He stated the system is comprehensive, drilling down flexibility and classification variables. Dr. Dalton provided a demonstration of a report using assorted variables.

Regarding page 13 of the presentation, Mr. Walker inquired if Data Trax would be utilized schoolwide or countywide. Dr. Dalton responded a report could be generated by school or by county. He remarked the report is based on whatever variable is chosen. This data could assist in setting up prevention programs and would be extremely valuable to the Superintendent and staff.

Mr. Arnold mentioned that our vision was to put together systems and data. He complimented Dr. Hairston and staff for making this vision a reality.

Mr. Kennedy commented on how this data would be helpful for classroom teachers and excited about the program. He expressed his concern regarding the tremendous amount of work and strain this could put on staff.

Ms. Jung asked if there would be additional training and increased professional development for teachers. Mr. Barlow responded that his group would work closely with Ms. Arlene Fleischmann's team to assist in the profession development material.

Ms. Ettinger commented that this tool is essential for the present and future. In regards to training, Ms. Ettinger asked what assurance could be provided regarding the confidentiality of student data. Mr. Barlow feels confident with the firewalls and methodologies currently in place. Ms. Ettinger suggested that as the program is rolled out, it would be worthwhile to put together information to share at various school and parent-teacher events. The community may want reassurance regarding to the sensitivity of the information. She looks forward to seeing the reports brought to the Board reflecting this enhanced ability to gain more meaning from the data.

Dr. Hairston noted there are security levels of access, and that the Superintendent is the only person who authorizes individuals various access to the data.

Ms. Murray echoed her colleague's sentiments and commended the team for its presentation, and looks forward to seeing how this system can help the organization in achieving its goals.

Mr. Hayden noted that teachers would not have access to the data without specific approvals. He perceives that this system may reduce teacher workload.

REPORTS (cont)

Dr. Hayman applauded the Technology staff for the excellent report. He suggested it would be helpful to have a glossary of terms to better understand the presentation. He noted that the target audience for this information should include the parents and communities. Dr. Hayman expressed concern of who would be responsible for instructional decision-making.

Dr. Hairston stated on September 15th the Curriculum and Instruction staff would give a presentation on *No Child Left Behind*, Data Trax, and the use of data for instruction decision-making. Dr. Hairston noted we have a very methodical process in place to roll out the instrument that will be used to access the data, and at the same time, begin working with teachers to understanding the relationship with the data and curriculum and instruction. He added that as Superintendent, his mission is to use the data and make critical decisions that affect the organization.

Mr. Walker asked Dr. Hairston as to whether this system would allow parents to access the information on their own child. Dr. Hairston responded that this system would not allow parents to access the information.

- C. Report on Proposed Policy 4157 (First Reading) - Mr. Grimsley presented the revised policy stating that this policy has not been updated for some time. The goal is to provide the clearest words possible to describe the subject, specifically in terms of who is affected (i.e., exempt employees).

In response to Ms. Shillman's questions on dates and days, Mr. Grimsley responded that the proposed policy spells out how many vacation days will be pro-rated for them through the accrument process. Ms. Shillman asked if August 1 through September 1 is a one-month period or a one-year period. Mr. Grimsley responded it would be one month in which someone would be appointed.

BUDGET APPROPRIATION TRANSFER

Ms. Burnopp briefly explained the Budget Appropriation Transfer and the moving of the monies to the correct fund as a result of negotiated agreement.

On motion of Mr. Kennedy, seconded by Dr. Hayman, the Board approved the Budget Appropriation Transfer (BAT) as presented on Exhibit E-1. (Copies of the exhibits are attached to the formal minutes.)

PERSONNEL MATTERS

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

CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved items 3 and 4. Mr. Kennedy pulled item 1, and Ms. Ettinger pulled item 2.

3. Equipment Contract: Window Air Conditioners
4. FS: Dishwashing and Cleaning Agents

Item #1

Mr. Kennedy asked what magazines were available under this software. Mr. Gay responded that this is a contract extension and has been in the schools for some time.

On motion of Mr. Kennedy, seconded by Mr. Arnold, the Board approved items 1.

1. Contracted Services: Internet access to Media Sources

Item #2

Ms. Ettinger inquired about the impact on student achievement with these services. Dr. Milbourne responded that Sylvan Learning conducted an evaluation using the California Achievement Test as their assessment instrument. A report is available for Riverview showing growth along with the same information for Woodlawn Middle School. Ms. Ettinger requested an evaluation/report on the cost benefit analysis as it relates in terms of improvement to student achievement. Regarding Ms. Ettinger's question, Dr. Milbourne stated this program has been in place at Woodlawn for 3 years and at Riverview for 2 years. Ms. Ettinger inquired as to whether this program has been at Grange with Dr. Milbourne responding yes. Ms. Ettinger asked if we have continued this program at Grange. Dr. Milbourne replied that this contract only covers Woodlawn and Riverview schools. Ms. Ettinger would like more information generated by our system, not Sylvan Learning Services, to understanding the value.

Ms. Shillman and Mr. Kennedy echoed the same sentiments as Ms. Ettinger. Mr. Kennedy expressed his concern of the data not being available to make a sound decision.

Mr. Walker added that the program should come with a performance guarantee.

Item #2 (cont)

Dr. Hayman recommended future contract awards exhibits have performance data to justify continuing a particular contract.

On motion of Mr. Hayden, seconded by Mr. Walker, the Board approved item 2. Ms. Shillman abstained from voting on item #2.

2. Contracted Services: Sylvan Learning Extension

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-8 (Exhibits M through T). The Board approved these recommendations. Mr. Arnold abstained from voting on all items.

1. Award of Contract - Design/Build Networking and Electrical Upgrades: Arbutus Elementary, Colgate Elementary, Pleasant Plains Elementary, and Riverview Elementary Schools
2. Fee Acceptance - Design Services and Construction Administration for Reroofing Project: Berkshire Elementary School
3. Fee Acceptance – Design Services and Construction Administration for Reroofing Project: Sparrows Point Middle and High School
4. Change Order – Architectural and Engineering Design Services for Subdivision of Open Spaces and Science Laboratory Renovations: Chesapeake High School
5. Change Order – Architectural and Engineering Design Services for Science Room for Science Room Renovations: Eastern Technical High School
6. Change Order – Cleaning Package: New Town High School
7. Easement for New Water Meter Vault: Deer Park Elementary School
8. Utility Easement at Carver Center for Arts and Technology

INFORMATION

The Board received the following as information:

- A. Revised Rule 4141 – Compensation and Related Employee Benefits
- B. Revised Rule 4157 – Absences, Leaves, Vacations and Holidays
- C. New Rule 6135 – The Gifted and Talented Education Program

ANNOUNCEMENTS

Mr. Sasiadek made the following announcement:

On Wednesday, September 10, 2003, the Baltimore County Board of Education will meet for a public hearing to seek the public's input about capital facilities needs in Baltimore County Public Schools. The meeting will take place at the ESS Building located on the Greenwood campus at 7:00 p.m. Sign-up for the public to comment will begin at 6:00 p.m. on the day of the meeting.

On Sunday, September 14, 2003, the Board will hold a retreat at the Marshy Point Nature Center in Chase, Maryland, beginning at approximately 10:00 a.m. The retreat is open to the public. The complete address and driving directions to the facility can be obtained on the web-site.

Immediately following the retreat, the Baltimore County Board of Education will adjourn to a closed session to discuss the Superintendent's contract, a personnel matter. In accordance with Section 10-508 of the Open Meetings law, the meeting to discuss this item is closed to the public.

The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, September 23, 2003, at Greenwood. The meeting will begin with an open session at 5:00 p.m. The Board will adjourn 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. 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.

STAKEHOLDER GROUPS

Cheryl Bost, President of TABCO, thanked the Board for voting in favor of the proposed Budget Appropriation Transfer (BAT). Ms. Bost provided highlights of her opening day visits and back-to-school report.

Mr. Gevin Appal, newly appointed Chair for the Advisory Committee For Alternative Programs, spoke of his holding this position 15 years ago. Mr. Appal updated the Board on the evening high school and Saturday program.

Ms. Karen Yarn, Advisory Committee for Gifted/Talented Education Chair, thanked Board members for approving the gifted and talented policy.

STAKEHOLDER GROUPS (cont)

Ms. Kelli Nelson, Advisory Committee For Special Education Chair, introduced herself to the new Board members. The committee met last night with the highlight of the meeting being a presentation by Dr. Lou Barber, Educational Consultant, followed up with a question and answer session. Ms. Nelson stated the committee will take the experience from the gifted and talented group and compose a Special Education policy. Lastly, she spoke briefly on the MSA results.

Ms. Meg O'Hare, Northeast Area Advisory Council Chair, thought the presentation and data on opening schools was wonderful. She was pleased to see the Strategic Planning office was back in place. Ms. O'Hare commended IT and the work they are doing on the Data Trax. She suggested putting the age of the buildings and date of renovations in the data.

Ms. Abbe Beytin introduced herself as the new Northwest Area Advisory Council Chair. She has been speaking at back-to-school nights at various schools to receive additional community input.

Mr. Stephen Crum, Southeast Area Advisory Council Chair, had the opportunity to tour New Town High School and applauds facilities personnel. Regarding Data Trax, Mr. Crum wants all to remember data does not always equal information. He stated the need to ensure queries are meaningful as possible and take individuals into account as well as the data.

Ms. Elaine Berry re-introduced herself as President of CASE. She requested that the Board continue to provide the same support as in the past.

Mr. Michael Franklin, PTA Council President, stated the priorities for the PTA council for the upcoming year. Mr. Franklin stated they would work with TABCO to see that teachers are represented and requests are met.

Mr. Michael Behrens, PSNA President, thanked the Board for its support of the proposed BAT. He believes the Board understands the necessity to work together to ensure combined goals are met.

PUBLIC COMMENT

Dr. Andrew Joyce, Local Representative for American Health Organization out of Minneapolis, would like the opportunity to go into the schools and talk with the children on how they can prevent their spines from decaying.

At 10:20 p.m., Mr. Walker moved to adjourn the open session. The motion was seconded by Ms. Jung and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

bls

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: BOARD OF EDUCATION
FROM: Dr. J. Hairston, Superintendent
SUBJECT: Recommended Charter School Policy and Rule 1600
ORIGINATOR: Christine Johns, Deputy Superintendent

**RESOURCE
PERSON(S):** Phyllis Bailey, Executive Director, Special Programs, PreK-12
George Poff, Assistant to the Superintendent, Governmental Relations

RECOMMENDATION

That the Board of Education approve Policy 1600, Public
Charter School

The policy is aligned with the requirements of Senate Bill 75, Public Charter School Act of 2003.

Attachment I: Draft Board Policy 1600, Administration: Public Charter Schools

ADMINISTRATION: PUBLIC CHARTER SCHOOLS

THE BOARD OF EDUCATION OF BALTIMORE COUNTY IN ACCORDANCE WITH TITLE 9 OF THE EDUCATION ARTICLE OF THE ANNOTATED CODE OF MARYLAND MAY GRANT A CHARTER FOR A “PUBLIC CHARTER SCHOOL.” THE PRIMARY PUBLIC CHARTERING AUTHORITY IN THE GRANTING OF SUCH CHARTER SHALL BE THE BALTIMORE COUNTY BOARD OF EDUCATION. A BALTIMORE COUNTY PUBLIC CHARTER SCHOOL SHALL ENDEAVOR TO REFLECT THE DIVERSITY OF THE SCHOOL SYSTEM AS A WHOLE. AS DEFINED BY THE BOARD OF EDUCATION, DIVERSITY INCLUDES RACIAL, ETHNIC, ECONOMIC, GENDER, AND SPECIAL NEEDS POPULATIONS.

THE SUPERINTENDENT SHALL ESTABLISH A PUBLIC CHARTER SCHOOL APPLICATION PROCESS. APPLICATIONS SHALL BE SUBMITTED TO THE SUPERINTENDENT AND/OR DESIGNEE FOR REVIEW, COMMENT, AND RECOMMENDATION TO THE BOARD OF EDUCATION. THE SUPERINTENDENT SHALL RECOMMEND APPROVAL OR DENIAL OF THE APPLICATION TO THE BOARD OF EDUCATION. THE SUPERINTENDENT SHALL ESTABLISH CRITERIA WITH WHICH TO CONSIDER PROPOSALS FOR A PUBLIC CHARTER SCHOOL INCLUDING, BUT NOT LIMITED TO, ELEMENTS RELATED TO STUDENT ACHIEVEMENT, ACADEMIC PROGRAMS, RESOURCES, AND FISCAL MANAGEMENT.

THE SUPERINTENDENT SHALL APPLY BALTIMORE COUNTY PUBLIC SCHOOL CRITERIA FOR THE MANAGEMENT AND STUDENT PERFORMANCE RESULTS TO THE PUBLIC CHARTER SCHOOL. THE PUBLIC CHARTER SCHOOL SHALL CONDUCT ALL ASSESSMENTS REQUIRED FOR THE PUBLIC SCHOOLS IN BALTIMORE COUNTY. THE PUBLIC CHARTER SCHOOL SHALL BE EVALUATED ANNUALLY BASED ON STUDENT ACHIEVEMENT, FISCAL MANAGEMENT, AND OTHER CRITERIA PURSUANT TO ITS APPROVED APPLICATION AND THE TERMS AND CONDITIONS OF ITS CHARTER AS SPECIFIED IN THE CHARTER AGREEMENT.

THE PUBLIC CHARTER SCHOOL SHALL PRESENT TO THE BOARD OF EDUCATION AN ANNUAL RESULTS REPORT, INCLUDING STUDENT ACHIEVEMENT AND FISCAL ACCOUNTABILITY, AS DESCRIBED IN THE APPROVED CHARTER AGREEMENT. THE BOARD OF EDUCATION SHALL REQUIRE FINANCIAL, PROGRAMMATIC, AND/OR COMPLIANCE AUDITS

CONSISTENT WITH FEDERAL, STATE, AND LOCAL LAW, PROCEDURES, AND POLICIES.

IF A PUBLIC CHARTER SCHOOL RECEIVES AN UNSATISFACTORY ANNUAL EVALUATION BASED UPON ITS ANNUAL RESULTS REPORT, THE BOARD OF EDUCATION MAY APPROVE THE DEVELOPMENT OF A REMEDIAL PLAN, PLACING THE CHARTER SCHOOL ON PROBATIONARY STATUS, OR MAY MOVE IMMEDIATELY TO REVOKE THE SCHOOL'S CHARTER. THE BOARD OF EDUCATION MAY REVOKE A PUBLIC CHARTER SCHOOL'S CHARTER FOR THE FOLLOWING REASONS: THE SCHOOL HAS NOT FULFILLED A CONDITION IMPOSED BY THE BOARD OF EDUCATION IN CONNECTION WITH THE GRANTING OF THE CHARTER AS SPECIFIED IN THE CHARTER AGREEMENT; THE SCHOOL HAS FAILED TO COMPLY WITH THE PROVISIONS OF FEDERAL, STATE, OR LOCAL LAW; THE FISCAL CONDITION OF THE SCHOOL IS SUBSTANTIALLY DEFICIENT; THE ACADEMIC CONDITION OF THE SCHOOL IS SUBSTANTIALLY DEFICIENT; THE FACILITY CAN NO LONGER SUPPORT THE NEEDS OF THE EDUCATIONAL PROGRAM; AND THE CONTINUATION OF THE OPERATION OF THE PUBLIC CHARTER SCHOOL IS NOT IN THE BEST INTERESTS OF THE PUBLIC, OR OF THE STUDENTS OF THE BALTIMORE COUNTY PUBLIC SCHOOL SYSTEM.

UPON REVOCATION, STUDENTS SHALL BE REASSIGNED PURSUANT TO BOARD OF EDUCATION POLICY AND PROCEDURES, AND RESOURCES PROVIDED BY THE SCHOOL SYSTEM SHALL REMAIN UNDER THE CONTROL OF THE BOARD OF EDUCATION.

LEGAL REFERENCES:

ANNOTATED CODE OF MARYLAND, EDUCATION ARTICLE *PUBLIC CHARTER SCHOOL ACT OF 2003*, SECTIONS 9-101—9-110 SECTIONS 4-205 (C); 6-401 (D); 6-501 (F)

SEE ALSO: POLICY 5150: STUDENTS: ENROLLMENT AND ATTENDANCE

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: Board of Education Policy 5450 - STUDENTS: Services to Students – Accident Insurance

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

RESOURCE PERSON(S): Rita Fromm, Executive Director, Planning and Support Operations

RECOMMENDATION

That the Board of Education approve the revisions to Board of Education Policy 5450 - STUDENTS: Services to Students – Accident Insurance.

JRH/dd

STUDENTS: Services to Students

Accident Insurance

A student accident insurance program shall be [approved by the Board of Education and] made available to parents/GUARDIANS of students enrolled in BALTIMORE COUNTY PUBLIC SCHOOLS [public schools]. The parent shall pay the premium DIRECTLY TO THE COMPANY [through the school, although] AND the contract [is] SHALL BE between the parent and the insurance company. EACH STUDENT PARTICIPATING IN INTERSCHOLASTIC SPORTS MUST HAVE INSURANCE COVERAGE, EITHER THROUGH A PARENTS’/GUARDIANS’ POLICY OR THROUGH THE PURCHASE OF THE AVAILABLE STUDENT ACCIDENT INSURANCE.

Accident insurance for football players [shall be paid by the Board of Education] WILL BE MADE AVAILABLE TO ALL PARENTS/GUARDIANS OF STUDENTS PARTICIPATING IN INTERSCHOLASTIC FOOTBALL. EACH STUDENT PARTICIPATING IN INTERSCHOLASTIC FOOTBALL MUST HAVE INSURANCE COVERAGE, EITHER THROUGH A PARENTS’/GUARDIANS’ POLICY OR THROUGH THE PURCHASE OF THE AVAILABLE STUDENT ACCIDENT INSURANCE, FOOTBALL COVERAGE OPTION.

STUDENTS SHALL NOT BE DENIED AN OPPORTUNITY TO TRY OUT FOR AN INTERSCHOLASTIC ATHLETIC TEAM BECAUSE OF ECONOMIC STATUS. EFFORTS SHALL BE MADE TO FIND WAYS TO MAXIMIZE PARTICIPATION BY INTERESTED AND QUALIFIED STUDENTS IN INTERSCHOLASTIC ATHLETIC ACTIVITIES.

All STUDENT accidents must be reported on the APPROPRIATE form PROVIDED BY THE INSURANCE COMPANY for this purpose. ACCIDENTS MUST ALSO BE REPORTED ON THE BALTIMORE COUNTY PUBLIC SCHOOLS STANDARD STUDENT ACCIDENT REPORT FORM (BEBCO 49-615-98) Accidents requiring the use of an ambulance shall be reported immediately by telephone TO THE APPROPRIATE OFFICE CONSISTENT WITH PROCEDURES OUTLINED IN RULE 2352.

Also see policy and rule, “Accidents,” Series 2000, Administration.

Policy
Adopted: 11/21/68
Revised:

Board of Education of Baltimore County

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: Waiver Report for Conditionally Certified Teachers
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
RESOURCE PERSON(S): Randy Grimsley, Executive Director of Human Resources

RECOMMENDATION

That the Board of Education approve the Waiver Report for
Conditionally Certified Teachers

**Local School System Request
Teacher Quality Waiver in Title I Schools – School Year 2003-2004
Section 1119(a)(1) of the Elementary and Secondary Education Act, as amended by the
No Child Left Behind Act (P.L. 107-110)**

**Education Flexibility Partnership Act of 1999 (PL 106-25)
Maryland State Department of Education**

A. Certification

Local School System: Baltimore County Public Schools

Superintendent/Chief Executive Officer: Dr. Joe A. Hairston

I HEREBY CERTIFY that, to the best of my knowledge, the information contained in this waiver request is correct and complete. We have developed this Ed-Flex waiver request in consultation with administrators, teachers, parents, and community members, where applicable. We will monitor the recruitment activities of each Title I school for which a Teacher Quality Waiver is requested to ensure that by the beginning of the 2004-2005 school year all newly hired teachers in each Title I school(s) are highly qualified.

Superintendent's/Chief Executive Officer's Signature

Date Signed

B. Local School System Information

Local School System Contact Person:

Name: Randall D. Grimsley

Title: Executive Director of Human Resources

Address: 6901 N. Charles St.
Towson, MD 21204

Telephone: 410-887-4301

E-Mail: rgrimsley@bcps.org

Fax: 410-769-9297

Baltimore County Public Schools – Title I Waiver Plan

October 9, 2003

1. Discuss how the school system is monitoring each Title I school to ensure that all “new hires” meet the highly qualified requirements under *No Child Left Behind*?

Introduction:

Prior to hiring teacher candidates, personnel officers in the Office of Personnel who are responsible for the recruiting of candidates, create application files containing transcripts, resumes, references, testing and certification. The personnel officer in the Office of Certification establishes a database of highly qualified, as well as, non-highly qualified candidates. It is from this list of highly qualified applicants that personnel officers refer candidates to the principals of Title I schools.

- a) The Department of Human Resources is committed to fulfilling the Superintendent’s directives that all Title I schools be staffed with highly qualified teachers.
- b) During the summer the Office of Certification, Department of Human Resources previews the file of each new hire in order to determine each new hire’s status with respect to being “highly qualified”. Any new teacher who is identified as not “highly qualified” is presented with a plan to achieve “highly qualified” status. An informational letter is given to each explaining the requirements that must be met and the time frame for meeting them. During the mandatory New Hire Orientation meetings held during the summer months, new hires have an opportunity to ask questions of clarification regarding the review of their credentials that has been completed. Copies of the informational letters are sent to the new hires’ administrators.
- c) The Office of Certification maintains a spreadsheet that summarizes the needs of each “non-highly qualified” teacher and monitors each teacher’s progress toward completing the requirements.
- d) During the fall months the Office of Certification is in close contact with the new hires who need to take qualifying tests. The office provides assistance with registration and, if appropriate, referral to the Praxis I Preparatory Course that we offer. A record of all teachers who are participating in the prep course offered through a partnership with Towson University is maintained, and teachers who provide qualifying scores by January 31, 2004 will have professional certificates with a January validity date requested.
- e) Through grant funds, the Office of Certification has purchased 100 certificates for the Prep2Teach program, an individual online Praxis I Test Preparation Course. This is a self-paced computer program designed to offer practice to the teacher in preparation for the Praxis I tests. The individuals may reuse the certificate and participate in the practice sessions as many times as they wish.

- f) Throughout the year, the Office of Certification conducts “school visits” in order for teachers to have an individual appointment with the Personnel Officer for Certification to review the plan in place, chart progress, and make any needed adjustments.
- g) The Office of Certification publishes a booklet, *Questions about Certification*, that contains information regarding certification regulations. This booklet is distributed to each new employee at the New Hire Orientation meetings and is distributed to each professional staff member in the school system at their school location.

2. Discuss ways the school system has attempted to meet the highly qualified requirements under No Child Left Behind, e.g., redeploying/transferring highly qualified teachers from non-Title I Schools, recruitment fairs, signing bonuses, etc.

- a) All Title I Schools have been identified as high priority schools to which “highly qualified” candidates, if available, have been referred by the Office of Personnel. It is the commitment of the Department of Human Resources to first place highly qualified teachers in our Title I schools.
- b) All student teachers are invited to a reception arranged by the Department of Human Resources at which they are introduced to curriculum and human resources personnel. They are given applications and information about employment in the Baltimore County Public Schools. Almost all are “highly qualified” and as such are encouraged to seek employment in Baltimore County, particularly in our Title I schools.
- c) The Department of Human Resources coordinates a large Exposition/Job Fair and invites prospective education graduates from twelve states. Staff members and administrators from all schools prepare a display booth from which they greet candidates and discuss the merits and needs of their school. More than one hundred candidates are interviewed that evening. More than a thousand attend the event.
- d) A new Resident Teacher Certificate program was established through an MSDE grant for secondary special education teachers.
- e) Transfer limitations are placed on schools in an effort, by the Department of Human Resources, to transfer more experienced teachers into schools with a disproportionate number of novice teachers.
- f) Rehired retired teachers are encouraged by the Department of Human Resources, Office of Personnel to teach in Title I and priority schools by offering full experience steps in salary in those schools.
- g) Incentives are offered:
 - The State signing bonus for qualifying candidates.
 - A \$1,000 interest free loan.
 - The credit union partners with us to offer an additional interest free loan.

3. Explain why the school system's efforts to recruit highly qualified teachers in Title I schools have not been sufficient.

- a) Many "out-of-state" candidates are hired because of the limited number of teachers (2,412) produced in Maryland schools. These teachers are excellent candidates who have prepared for their state's requirements. These requirements are often different from Maryland's.
- b) Late vacancies at a time when the applicant pool is limited results in a reduced availability of highly qualified teachers.
- c) The educational job market is extremely competitive; in critical need areas we are often forced to make staffing decisions based upon finding the best candidate who is closest to professional certification for the assignment that is being filled.
- d) The starting salary for teachers in Baltimore County Public Schools ranks fifteenth in comparison to the other 23 local education agencies in the state.
- e) New employees who need tests to be eligible for highly qualified status are disadvantaged because the tests are offered late in the summer and the results are not received until well after the beginning of school.

4. Describe the steps the school system will take to ensure that student achievement will not be negatively impacted in the Title I schools for which this waiver is requested.

- a) Mentors will be assigned to schools by the Office of Professional Development based upon the number of new teachers in each Title I school.
- b) Most of the current non-highly qualified teachers in the Title I schools are outstanding candidates awaiting the results of tests, an out-of-state teaching certificate, or the completion of limited coursework. They are selected based upon a credential review, confidential references, a screening interview, and an on-site interview with the principal of the school. Our expectations for their positive impact on student achievement are very high.
- c) The Office of Professional Development and the Office of Certification will continue to work closely together to offer supportive coursework for new teachers.
- d) We will assign resource teachers to the Title I schools. One of the primary responsibilities of the resource teachers is to provide support for new teachers.
- e) There are appraisal teams within the schools; the teams' responsibilities are to help the new teachers acquire and refine their teaching skills to promote a high level of student achievement.
- f) At the time of request by the rehired retired teachers to be rehired by the school system, applicants are informed by the Director of Personnel that they are eligible for full experience salary step if rehired for Title I and priority schools. For positions in other schools salary experience credit will be a maximum of step 13.

We will continue to offer full experience steps in salary to the rehired retired teachers who choose to teach in Title I and priority schools.

5. Discuss steps the school system will take during the 2003-2004 school year to ensure that by the beginning of the 2004-2005 school year *all newly hired teachers in all Title I schools are highly qualified.*

- a) As long as vacancies exist in Title I schools and highly qualified candidates exist in the applicant pool, the vacancy needs of Title I schools will be addressed first.
- b) The Department of Human Resources will develop a policy to provide the mechanism by which highly qualified teachers will be transferred allowing for the redistribution of highly qualified teachers from non-Title I schools to our priority schools.
- c) The Department of Human Resources will work with the Executive Directors of Schools and Principals to recommend to the Superintendent transfers and assignments of highly qualified teachers to schools with the greatest needs.
- d) The Department of Human Resources will review current human resources procedures to provide the authority to place newly hired highly qualified teachers in Title I and priority schools first based on the needs of a particular school.
- e) We believe that the employment of a Recruitment Supervisor will allow the Department of Human Resources to develop a program of teacher recruitment that will build a candidate pool from which we will draw to fill our vacancies in our Title I schools.
- f) The Recruitment Supervisor will study recruitment data to develop data-driven decisions regarding the focus of our recruitment resources.
- g) During the recruitment season for the 2004-2005 school year, the Department of Human Resources will take Title I principals on recruiting trips. This will provide the principals with an opportunity to meet highly qualified candidates and recruit them for their schools.
- h) The Department of Human Resources will request additional resources from April, 2004 through August, 2004 in an attempt to get early certification estimates and improve employment decisions in Title I and all other schools.
- i) The Department of Human Resources will support initiatives to improve teacher salaries and close the salary gap between our school system and our competitive neighbors.

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: BOARD OF EDUCATION
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: Woodholme Elementary Update

ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services

RESOURCE

PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Kurt Buckler, Head of Engineering, Department of Physical Facilities

INFORMATION

To provide the Board of Education updated information regarding Woodholme Elementary School.

FACT SHEET
WOODHOLME ELEMENTARY SCHOOL

Site: There is a twenty (20) acre future school site in the Woodholme area of Baltimore County. The Baltimore County Board of Education owns ten (10) acres of this site which is on Mount Wilson Lane approximately 0.5 miles west of Reisterstown Road. The remaining ten (10) acres is a Baltimore County site, which has previously been developed by the Department of Recreation and Parks with two (2) softball fields, a soccer field, a concession stand, site lighting and a parking lot.

The Board of Education site will be developed for an Elementary School, parking, bus loop, stormwater management facilities, and play areas. All necessary utilities (water, sewer, gas and electric) will be brought onto the site, to service the facility. Mount Wilson Lane will be widened on the Board property side to accommodate acceleration/deceleration traffic lanes.

Facility: The prototype Elementary school, which is currently in operation at Essex ES, Edgemere ES, Westchester ES, and Dogwood ES, with an additional eight (8) classrooms is proposed for this site. The Woodholme ES will have at State Rate Capacity of 720 seats.

The School will have 7 Kindergarten/Pre-K rooms, 24 standard classrooms, Science classroom, Music Classrooms, Art Classroom, Media Center, and Computer Classroom. There is also a combination gym/cafeteria and Recreation and Parks Area. The building and site will be totally accessible.

Exhibit F

BALTIMORE COUNTY PUBLIC SCHOOLS TOWSON, MARYLAND 21204

October 21, 2003

RETIREMENTS

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/OFFICE</u>	<u>YRS. OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Donna M. Bailey	Teacher	Patapsco High	31.2	11-1-03
Ronald Barnes	Teacher	Hereford High	32.0	10-1-03
Arlen Herb	Guidance Counselor	Parkville High	27.0	10-1-03
Lois Townsend	Teacher	Carver Ctr Arts Tech	16.0	10-1-03

As of 10/2/03

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

October 21, 2003

RESIGNATIONS

ELEMENTARY – 1

Woodlawn High School

Pine Grove Elementary School
Laura H. Slater, 10/10/03, 8 weeks

SECONDARY - 2

Randallstown High School
Tara N. Williams, 08/29/03, 1.0 yr.

John A. Donaldson, 10/10/03, 2.2 yrs.

SEPARATIONS FROM LEAVE – 1

Kimberly Heidel, granted Child Rearing Leave, 01/23/03-06/23/03, resigned 09/01/03, 3.1 yrs. (Cafeteria Worker)

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

October 21, 2003

LEAVES

CHILD REARING LEAVES

DAWN ROBERTS MARK – Lutherville Lab Elementary School
Effective November 9, 2003 through June 30, 2005

SHARON HOLFORD POISSANT – Reisterstown/Lansdowne Elementary Schools
Effective October 12, 2003 through June 30, 2004

EDUCATIONAL LEAVE

HEATHER JACKSON– Baltimore Highlands Elementary School (Instructional Assistant)
Effective August 25, 2003 through August 25, 2004

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

October 21, 2003

DECEASED

The Board gratefully acknowledges the service of the employee listed below:

TAMMY M. FERGUSON
Assistant – Special Education
Golden Ring Middle School
September 15, 2003

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: October 9, 2003
To: Board of Education
From: Dr. Joe A. Hairston, Superintendent
Title: **Appointments and Assignments 2003 – 2004**
Originator: J. Robert Haines, Deputy Superintendent Business Services

Resource

Staff: Christine Johns, Deputy Superintendent of Curriculum and Instruction, Merle Audette, Chief of Staff, Dr. Scott Gehring, Ann Glazer, William Lawrence, Dr. Richard Milbourne, and Dr. Kim Whitehead, Executive Directors of Schools, Randy Grimsley, Executive Director of Human Resources, and David Evans, Acting Director of Personnel

RECOMMENDATION

That the Appointments for 2003 – 2004 in Appendix I be approved.

RECOMMENDED APPOINTMENTS

NAME

FROM

TO

ELIZABETH K. NEVILLE
(Effective October 10, 2003)

Teacher/Special Education
Pine Grove Middle School

Coordinator of Related Services
Department of Federal and State
Programs – Special Education

(Replacing Ann-Marie Spakowski, resigned)

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: October 21, 2003
To: Board of Education
From: Dr. Joe A. Hairston, Superintendent
Title: **Appointments and Assignments 2003 – 2004**
Originator: J. Robert Haines, Deputy Superintendent Business Services

Resource Staff: Christine Johns, Deputy Superintendent of Curriculum and Instruction, Merle Audette, Chief of Staff, Dr. Scott Gehring, Robert Kemmery, William Lawrence, Dr. Richard Milbourne, and Dr. Kim Whitehead, Executive Directors of Schools, Randy Grimsley, Executive Director of Human Resources, and David Evans, Acting Director of Personnel

RECOMMENDATION

That the Appointments for 2003 – 2004 in Appendix I be approved.

Appendix I Appointments and Assignments 2003 – 2004 Central Office

RECOMMENDED APPOINTMENTS

NAME

FROM

TO

GEORGE A. NEWBERRY
(Effective October 10, 2003)

Teacher/Resource
Department of Secondary Programs/
Science

Coordinator of Secondary Science
Department of Secondary Programs/
Science

(Replacing Ron Barnes, reassigned)

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: BOARD OF EDUCATION
FROM: Joe A. Hairston, Superintendent
SUBJECT: Recommendations for Award of Contracts
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
RESOURCE PERSON(S): Patrick Fannon, Controller; Rick Gay, Purchasing Manager

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

See the attached list of contract recommendations presented for consideration by the Board of Education of Baltimore County.

RLG/caj

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – October 21, 2003**

The following contract recommendations are presented for consideration by the Board of Education of Baltimore County.

- 1. Contract:** Early Intervention Services
Contract #: PCR-229-04

Term: 2 years **Extensions:** 2/1-year **Contract Ending Date:** 10/20/07 (tentative)
Estimated annual award Value: \$150,000
Estimated total award value: \$600,000

Bid issued: August 7, 2003
Pre-bid meeting date: August 21, 2003
Due Date: September 3, 2003
No. of vendors issued to: 22
No. of bids received: 7
No. of no-bids received: 0

Description:

This solicitation sought providers of speech pathology, occupational and physical therapies, and physical instruction for the Office of Infants and Toddlers.

The federal and state mandate of a year-round (12 months per year) and multi-agency Infants and Toddlers Program provides early intervention services to children from birth through 36 months of age who have developmental disabilities, delays, or special health needs, and to their families. Services include special instruction, speech-language pathology, occupational therapy, physical therapy, social work, psychology, nursing, audiology, and service coordination. The services are provided in typical settings, such as the home or day-care, for children of this age group. The ITP goal is to support the family within the community as they facilitate their child's learning and development.

The number of children with active service plans on 12/1/2002 was 825. The number of children with active service plans between 12/1/2001 and 12/1/2002 was 1,346. The number of children referred between 12/1/2001 and 12/1/2002 was 1,606.

The recommended vendors for physical therapy, occupational therapy, and speech-language pathology are Maryland Therapy Network, Hearing & Speech Agency, and Keystone Service System. PACT is also recommended as a limited vendor for children enrolled in the PACT medically fragile day care. These vendors will only be utilized for children not eligible for Medicaid, and when caseloads of public agency staff are full.

The recommended vendor for special instruction is Abilities Network. This vendor will only be utilized when caseloads of public agency staff are full.

Recommendation:

Awards of contract are recommended to:

Hearing and Speech Agency of Metropolitan Baltimore, Inc., Baltimore, MD
Keystone Services Systems, Inc., Harrisburg, PA
Maryland Therapy Network, Inc., Bel Air, MD
PACT, Inc., Baltimore, MD
Abilities Network, Inc., Towson, MD

Responsible school or office: Office of Infants and Toddlers

Contact Person: Tom Stengel

Funding Source: Office of Infants and Toddlers Program grants

2. Contract: Grant Development Consultant FY 2004 USDE Magnet School Assistance Program
Contract #: RGA-103-04

Term: 5 months **Extension:** 0 **Contract Ending Date:** March, 2004
Estimated annual award Value: \$59,971
Estimated total award value: \$59,971

Bid issued: September 10, 2003
Pre-bid meeting date: NA
Due Date: October 2, 2003
No. of vendors issued to: NA
No. of bids received: 3
No. of no-bids received: 0

Description:

The Baltimore County Public Schools require a consultant to assist with the preparation of a grant application for the forthcoming FY 2004 Magnet School Assistance Program (MSAP) to be offered by the U.S. Department of Education (application availability is expected in November, 2003, with a due date between January and March, 2004). Three responses were received, of which two did not have the requisite experience.

The qualifications specified 5-7 years of recent experience in developing, writing, and budgeting federal and state grant proposals, an extensive knowledge of MSAP, and a record of success in assisting districts to secure highly competitive MSAP funding. The specifications also called for a thorough knowledge of *No Child Left Behind*, as well as effective communication, research, data analysis, writing, and presentation skills.

Metis Associates, Inc., an educational research and consulting firm established in 1977, is well qualified to support BCPS in the development of a highly competitive grant application for submission to the U.S. Department of Education's Magnet Schools' Assistance Program. Over the past three rounds of competition, Metis prepared and submitted ten Magnet Schools' Assistance Program proposals, all of which were approved for funding for one or more three-year funding cycles. Total revenues on these grants exceeded \$47 million for elementary, middle, and secondary magnet programs.

For the purposes of assisting BCPS in preparing a successful MSAP application, these activities will include: working closely with BCPS staff to envision and write a successful program; identifying needed data and information; developing and adhering to a detailed work schedule; identifying key stakeholders and partners important to a successful program; participating in meetings with parents, community members, and school personnel to assist in providing information regarding the value of the program and its impact on student achievement; and preparing drafts and final documents that meet all technical requirements within required deadlines.

It is anticipated that BCPS will select four schools for grant-funded magnet program development, with an estimated requested funding amount of \$2.5 million per year for a three-year funding cycle beginning in FY 2004-05.

Recommendation:

Award of the contract is recommended to:

Metis Associates, New York, NY, based upon their proposal of September 30, 2003

Responsible school or office:

Office of Gifted and Talented, Magnet Programs

Contact Person:

Phyllis Bailey

Funding source:
operating budget

Operating budget of Magnet Programs

3. Contract: Curriculum Software Management Performance Series—
Scantron, Extension
Contract #: JNI-727-01

Term: 5/one-year extensions of contract **Contract Ending Date:** 6/30/08 (tentative)
Estimated annual award value: \$56,000
Estimated total award value: \$280,000

Bid issued: April 5, 2001
Pre-bid meeting date: May 1, 2001
Due Date: May 14, 2001
No. of vendors issued to: 5
No. of bids received: 5
No. of no-bids received: 0

Description:

On October 22, 2002, the Board of Education approved the purchase of a software package from Scantron Corporation, 110 West A Street, Suite 100, San Diego, CA 92101. The software package compares the alignment of the BCPS' core curriculum with the Maryland State Department of Education's performance standards. The BCPS' Offices of Assessments, Research, and Testing, Secondary, and Elementary Programs would like to continue this assessment program.

The program specifically assesses student performance relative to the standards established by BCPS and MSDE in the reading levels for selected students in grades four and seven. Scores are available on an individual student basis, which allows BCPS to comply with the *No Child Left Behind* federal legislation. The information obtained from these assessments provides guidance for teachers and administrators as to the strengths and weaknesses of students and curriculum. Individual students and curriculum areas that need additional emphasis are then highlighted for specific improvement plans.

This purchase allowed for the expansion to additional students and teacher training and for five one-year extensions.

Recommendation:

Award of contract is recommended to:

Scantron Corporation, San Diego, CA

Responsible school or office: Accountability, Research, and Testing

Contact Person: Dr. Jerry Dalton

Funding Source: Operating budget of Office of
Accountability, Research, and Testing

4. Contract: Latitude Communications MeetingPlace Software
Contract #: RGA-108-04

Term: 1 year **Extensions:** 2/1-yr **Contract Ending Date:** 06/06 (tentative)
Estimated annual award value: \$57,964
Estimated annual maintenance fee: \$23,221
Estimated total award value: \$104,406

Bid issued: Contract established 06/01
Pre-bid meeting date: N/A
Due Date: N/A
No. of vendors issued to: N/A
No. of bids received: N/A
No. of no-bids received: N/A

Description:

In June, 2001, BCPS purchased from Latitude Communications their MeetingPlace software to replace an obsolete system used to provide course work to students who are homebound. The MeetingPlace system uses 48 phone lines and serves approximately 1,600 students each year. Latitude Communications makes a voice and data conferencing system that helps BCPS conduct virtual classes. The MeetingPlace product includes hardware components and software applications, utilizes companies' existing data and voice network equipment to link students and teachers, and provides shared access to documents and other classroom content. The system also automates class scheduling and recording, and other operations. Latitude provides support services such as implementation and integration.

MeetingPlace is a fully integrated voice and web conferencing solution that is implemented *On-Net*--behind the BCPS firewall and on our internal voice and data networks. MeetingPlace leads the industry in integrating conferencing systems with standard enterprise calendaring applications and directory services.

Recommendation:

Award of contract is recommended to:

Latitude Communications, Santa Clara, CA

Responsible school or office: Office of Home and Hospital

Contact Person: Vicki Ciula

Funding Source: Operating budget of the Office of Technology

5. **Contract:** STARLAB Portable Planetarium
Contract #: RGA-109-04

Term: One time buy **Extension:** 0 **Contract Ending Date:** NA
Estimated annual award Value: \$35,540
Estimated total award value: \$35,540

Quote/Bid/Proposal issued: October 3, 2003
Pre-bid meeting date: NA
Due Date: October 3, 2003
No. of vendors issued to: 2
No. of Quotes/Bids/Proposals received: 2
No. of no-bids received: 0

Description:

The Office of Purchasing is seeking Board approval to purchase two STARLAB portable planetariums (\$17,770 each unit) for the Science Curricular Office. It is an inflatable dome capable of accommodating up to 35 students or 25 adults. Inside the dome, a cylinder projector is not only able to show the night sky devoid of any light pollution, it can take students on a journey from the South Pole, to the Equator, and on to the North Pole. Students can see the sky as it looks right now in Maryland, as well as at the far end of the Australian outback. Students can observe their whole galaxy and study the Solar System. They can look deep beneath the Earth's crust to see the tectonic plates, and study causes and effects of earthquakes and volcanic eruptions. STARLAB can also serve as a great vehicle for exploring different cultures. Students can see and study the sky through the eyes of ancient Egyptians and Greeks, learn the legends of ancient China and Africa, and study the tales of Native Americans.

The STARLAB is a 16' x 11' dome that can be set-up in ten minutes, by one person, and set up right in the classroom, gym, auditorium, or cafeteria. The entire system fits into three small cases and a duffle bag. It is easily operated and can be used by classes of every level, from primary school art to Advanced Placement science.

Astronomy is a unique and complex science that encompasses within itself history and literature, mathematics and physics, biology and chemistry, languages and art. It is an important part of our education and an integral part of our lives. Having the STARLAB as a cross-curricular learning tool may open the door for our students to explore well beyond the realm of imagination.

Recommendation:

Award of contract is recommended to the following firm:

Learning Technologies, Inc., Somerville, MA.

Responsible school or office: Office of Science

Contact Person: C. David Copenhaver

Funding Source: Operational Budget of the Science Department and Title I Grant Funding

6. Contract: Supplies Contract: Various Floor Tile Supplies
Contract #: JMI-607-04

Term: 3 years **Extensions:** up to 12 months **Contract Ending Date:** 10/31/07 (tentative)
Estimated annual award Value: \$40,000
Estimated total award value: \$160,000

Bid issued: August 28, 2003
Pre-bid meeting date: September 11, 2003
Due Date: September 18, 2003
No. of vendors issued to: 4
No. of bids received: 3
No. of no-bids received: 0

Description:

The Department of Physical Facilities, Maintenance, has requested the Office of Purchasing to issue an indefinite-quantity contract for specified floor tile supplies. BCPS' maintenance representatives will order the material on an as-needed basis for direct delivery or pickup.

Recommendation:

Award of contract is recommended to:

b & b Concepts, Inc., Lanham, MD

Responsible school or office: Department of Physical Facilities, Maintenance

Contact Person: Cornell Brown

Funding Source: Operating budget for Maintenance

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: **BOARD OF EDUCATION**
FROM: Dr. J. Hairston, Superintendent
SUBJECT: **Request for Change Order – Renovations at Middle River Middle School**
ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE

PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard Cassell, P.E., Administrator
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves a Change Order Request.

Change Order – Renovations at Middle River Middle School.

Appendix I – Recommendation for Approval of Change Order

Appendix I

Recommendation for Approval of Change Order Renovations at Middle River Middle School October 21, 2003

On May 28 2000, the Board of Education approved an award of a contract with E. Pikounis Construction, Inc. for renovations at Middle River Middle School. This project consisted of the replacement of the existing windows, modifications to the heating system, and installation of a new fire alarm system. The total contract was \$2,420,000.00 with a \$242,000.00 contingency allowance. In addition to the normal project change orders, the installation of new window blinds was added to the overall project cost. Due mainly to this scope change, the change order total for this project is now 11.9% of the original construction contract. The Department of Physical Facilities requests approval to increase the contingency allowance for this project to 11.9%, which will allow this project to be “closed-out” including all contractor claimed extras.

The Department of Physical Facilities requests the approval of a change order in the amount of \$48,348.84 with E. Pikounis Construction, Inc. Funding for this change order is available in Capital Budget Project #665 – Major Maintenance.

APPROVED:



Donald F. Kremmel, Ph.D.
Executive Director

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: **BOARD OF EDUCATION**
FROM: Dr. J. Hairston, Superintendent
SUBJECT: **Request for Change Order –Mechanical and Electrical Renovations at Winand Elementary School**

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE

PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard Cassell, P.E., Administrator
Office of Engineering and Construction
E. Phillip Schied, P.E., Program Manager
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves a Change Order Request.

Change Order – Mechanical and Electrical Renovations at Winand Elementary School.

Appendix I – Recommendation for Approval of Change Order

Appendix I

Recommendation for Approval of Change Order Mechanical and Electrical Renovations at Winand Elementary School October 21, 2003

On May 13, 2003, the Board of Education approved an award of a contract with Chilmar Corporation, Inc. for the Mechanical and Electrical Renovations at Winand Elementary School. This project consisted of the replacement of roof top exhaust fans, classroom unit ventilators, and related domestic plumbing. The scope of work required the new unit ventilators to be connected to existing piping. Once work started, it was discovered that the existing supply and return piping for the unit ventilators, located within the walls, was in extremely poor condition and must be replaced. The Department of Physical Facilities has negotiated a not-to-exceed price of \$32,500.00 with the contractor to replace the supply and return lines for twenty-five (25) unit ventilators. The final determination of whether a specific set of pipes is to be replaced will be the responsibility of the BCPS project manager with verification of completion of work by the on-site inspection personnel working for BCPS.

The Department of Physical Facilities requests the approval of a change order in the not-to-exceed amount of \$32,500.00 with Chilmar Corporation, Inc. for replacement of the supply and return lines for new unit ventilators. Funding for this change order is available in Capital Budget Project #665 – Major Maintenance.

APPROVED:



Donald F. Kremmel, Ph.D.
Executive Director

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003
TO: **BOARD OF EDUCATION**
FROM: Dr. J. Hairston, Superintendent
SUBJECT: **Request to Declare Surplus Property at Chapel Hill Elementary School**
ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE

PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard Cassell, P.E., Administrator
Office of Engineering and Construction
J. Kurt Buckler, P.E., Head of Engineering
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves a request to surplus a parcel of property.

Request to Declare Surplus Property at Chapel Hill Elementary School.

Appendix I – Request to Declare Surplus Property at Chapel Hill Elementary School

Appendix I

Request to Declare Surplus Property at Chapel Hill Elementary School October 21, 2003

On July 13, 1999, the Board of Education approved a thirty (30) foot wide easement along the western edge of the property line of Chapel Hill Elementary School. This parcel of land would be used to provide a public roadway for access to future development in the vicinity of our school property. Baltimore County Government has requested that this .299-acre parcel of land be conveyed to the County in Fee so that it may become part of a public roadway. The Department of Physical Facilities requests approval to declare surplus this parcel of property at the Chapel Hill Elementary School.

APPROVED:



Donald F. Krempe, Ph.D.
Executive Director

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: **Request to Negotiate – Design Services for Systemic Renovations at Middle River Middle School, Dumbarton Middle School and Sparrows Point Middle School**

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

RESOURCE PERSON(S): Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard H. Cassell, P.E., Administrator
Office of Engineering and Construction
Clarence Foard, Mechanical Engineer
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education grants approval to Negotiate.

Request to Negotiate – Design Services for Systemic Renovations at Middle River Middle School, Dumbarton Middle School and Sparrows Point Middle School

Appendix I – Request to Negotiate

**Request Approval to Negotiate
Design Services for Systemic Renovations at Middle River Middle School, Dumbarton
Middle School, and Sparrows Point Middle School
October 21, 2003**

The Fiscal Year 2004 Capital Budget includes funding for design and construction services for systemic renovations at Middle River Middle School, Dumbarton Middle School, and Sparrows Point Middle School. The Department of Physical Facilities has advertised for firms interested in performing these design services for this second group of middle schools to be addressed under the Major Maintenance Renovation Program. All procedures in the Board of Education's Policy and Rule, Section 7210 were followed to advertise, qualify, interview, and select the consultants

The Qualification Committee met in August and September 2003, to review the "expressions of interest" submitted by thirty (30) consultants. The Qualification Committee reviewed and graded this information and stated that the Selection Committee should consider nine (9) qualified firms (three architectural and six engineering firms).

On September 25, 2003, the Selection Committee met and discussed the Qualification Committee's report and interviewed each of the nine (9) qualified firms. Since the work at Middle River Middle School is largely architectural and will require the coordination of several design disciplines, the Selection Committee recommends that an architectural firm be selected to lead the design efforts for this project. The work to be performed at Dumbarton Middle School and Sparrows Point Middle School will require extensive mechanical/electrical engineering design and the Selection Committee recommends that an engineering firm be selected to lead these projects.

Based on their evaluations, the Selection Committee recommends that approval be granted to begin contract negotiations with the following firms for the systemic renovations at the noted schools:

Cochran, Stephenson & Dunkervoet
URS Corporation
Kibart, Inc.

Middle River Middle School
Sparrows Point Middle School
Dumbarton Middle School

APPROVED:


Donald F. Krempe, Ph.D.
Executive Director

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 21, 2003

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Comprehensive Maintenance Plan – Fiscal Year 2004

ORIGINATOR: J. Robert Haines, Deputy Superintendent of Business Services

**RESOURCE
PERSON(S):** Donald F. Krempel, Ph.D., Executive Director
Department of Physical Facilities
Richard Cassell, P.E., Administrator
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves the Comprehensive Maintenance Plan for Fiscal Year 2004.

Appendix I – Comprehensive Maintenance Plan: Executive Summary

Comprehensive Maintenance Plan: Executive Summary **2003-2004**

The 2004 Comprehensive Maintenance Plan has been updated to reflect in-depth strategic planning, as well as the organizational changes made within the Baltimore County Public Schools, Department of Physical Facilities. The Department of Physical Facilities includes the Offices of Engineering and Construction, Comprehensive Maintenance and Construction, Operations, Grounds, Safety and Security, and Accounting.

The Department of Physical Facilities is responsible for the facilities management of 164 schools housing approximately 108,560 students and 16 administrative, grounds, and transportation buildings. The Department of Physical Facilities has an unwavering commitment to delivering quality service in construction, maintenance, operations, grounds, and school safety and security as well as address environmental concerns. Adequate facilities designed to accommodate the educational needs of our children are essential for continuous improvement of student learning. Securing adequate funding and qualified personnel to deliver facilities management services remain a top priority.

The Board of Education of Baltimore County assigns the responsibility for the efficient and effective maintenance of buildings and grounds, utilizing operational and capital budget resources, to the Department of Physical Facilities. Following a period of extensive school closures and consolidations in the 1970s and 1980s, the Board of Education embarked on an aggressive capital program to schedule systemic modernization of aging schools.

Buildings, building components, and equipment all require various and continuing levels of maintenance to achieve their expected useful life. Closing more than 22 schools has eliminated many of those in the poorest conditions, but the remaining facilities built in the 1950s, 1960s, and 1970s are now 30- to 50-year-old school buildings which are difficult and expensive to maintain.

The Department of Physical Facilities has developed and partially implemented a multi-year, school-by-school, major maintenance plan through its capital improvement process. Phase I and II of the major maintenance plan are complete, and Phase III is in the design process. This plan will be revised each fiscal year and will be based on facilities assessment data, annual maintenance work order requests submitted by school administrators, and analyses/assessments performed by facility personnel and trade/manufacture recommendations.

As a result of these ongoing capital improvements (Phase I, II, III, and in-house projects) and the rising costs associated with the advancement of technology (computers, specialty equipment, replacement parts, electronic devices, and new products), program enhancements are recommended as needed for the implementation of the viable Comprehensive Maintenance Program (CMP). They are also needed to address outstanding maintenance items including contract maintenance services, roofing and relocatables, general maintenance repairs (doors, flooring, ceilings, and painting), building automation system activities, electrical, electronics, fire alarm, mechanical, and plumbing services. It should be noted that in accordance with the BCPS 2003-2004 Master Plan, a five-year CMP has been developed and a ten-year CMP is under development.

The Department of Physical Facilities has established a Facilities Life-Cycle Management process for Baltimore County Public Schools which addresses changing educational program standards and deteriorating physical conditions at a reasonable cost while providing appropriate space for educational programs, delivering services, and maintaining a safe, secure, and healthy physical environment for students and staff. It is the goal of Department of Physical Facilities management to secure the necessary resources to implement both capital and operational programs, routinely evaluate established processes, streamline strategic planning, and put in place the mechanisms required to achieve desired objectives. All of the above are addressed in this year's Comprehensive Maintenance Plan which has been prepared for submission to the State of Maryland's Public School Construction Program. The following outlines the contents of the subject document being submitted for board consideration.

- I. Preface
 - A. Mission Statement
 - B. Objectives
 - C. Maintenance Categories
 - D. Department of Physical Facilities – Organizational Data

- II. Office of Comprehensive Maintenance and Construction
 - A. Organization
 - B. Contract Maintenance Office
 - *Roofing and Relocatables Section
 - C. Customer Services Office
 - D. Mechanical Services Office
 - E. General Maintenance Services Office
 - F. Electrical Services Office
 - G. Energy Management Services Office
 - H. Maintenance Functions by Operating Personnel

- III. Office of Engineering and Construction
 - A. Organization
 - B. Capital Budget
 - C. Aging School Program
 - D. QZAB Program
 - E. Engineering Office
 - F. Construction Management Office
 - G. Environmental Services Office

- IV. Office of Operations
 - A. Organization
 - B. Building Services

- V. Office of Grounds
 - A. Organization
 - B. Duties
 - C. Deferred Maintenance
 - D. Preventive Maintenance/Grounds

- VI. Office of Safety and Security
 - A. Organization
 - B. Staff
 - C. Duties

- VII. Office of Budget and Accounting
 - A. Organization
 - B. Staff
 - C. Duties

Appendices

- Appendix 1 Reference Guide for Services
- Appendix 2 Organizational Charts
- Appendix 3 Use of Facilities Handbook
- Appendix 4 Critical Response and School Emergency Safety Management Guide
- Appendix 5 Preventative Maintenance Schedules
- Appendix 6 Department of Physical Facilities Project Status Report
September 2003
- Appendix 7 Integrated Pest Management
- Appendix 8 State of Maryland Written Hazard Communication
Program Guidelines

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: October 21, 2003
To: Board of Education
From: Dr. Joe A. Hairston, Superintendent
Title: Proposed Revision to School Calendar, 2003-2004
Originator: Mr. Douglas Neilson, Chief Communications Officer, Communications
Resource Staff:

RECOMMENDATION

That the Board of Education approve the proposed revision to the 2003-04 school calendar.

TO: Baltimore County Board of Education
FROM: Douglas J. Neilson, Chief Communications Officer
RE: Proposed Revision to School Calendar, 2003-2004
DATE: October 8, 2003

During Tropical Storm Isabel, Baltimore County Public Schools were closed systemically on Thursday, September 18; Friday, September 19; and Monday, September 22 due to the storm and the damage it caused throughout the county. Maryland Superintendent of Public Schools, Dr. Nancy Grasmick, has granted a waiver for all school systems that were closed on Friday, September 19th, which leave BCPS with two days of instruction that needs to make-up.

When the calendar was planned for the 2003-2004 school year, the Calendar Committee included seven "snow" days. With the winter months still to come, the Committee recommended to the Superintendent and the Executive Leadership Team to use one of the available snow days and the Professional Development Day scheduled for February 13, 2004 as the best way to recapture the lost instructional time. This would leave six snow days for use, if needed, during the coming winter months.

In formulating this recommendation, the Calendar Committee studied the remaining calendar days and found that the only viable options available to the Superintendent were:

- * Friday, October 17, 2003 - Professional Development Day. This is a statewide professional development day, which many members of TABCO use to attend MSTA's annual conference in Ocean City., Maryland.
- * Monday, October 20, 2003 - Professional Development Day - The Office of Professional Development and the Department of Curriculum and Instruction have planned several systemic activities and events for this day. Also, with less than two weeks notice to parents, many could be inconvenienced by changing this date with such short notice.
- * Wednesday, November 26, 2003 - Professional Development Day - As all elementary schools will be closed for students on Tuesday, November 25th, Elementary Conference Day, it is illogical to have all students return on Wednesday, November 26th as all schools will be closed on Thursday & Friday, November 27th & 28th, for the Thanksgiving holiday.
- * Friday, February 13, 2004 - Professional Development Day - There are currently no systemic activities planned by the Office of Professional Development posted on the calendar. Additionally, by returning this date to instructional time now, there would

be ample opportunity for all concerned to rearrange their schedule without any major inconvenience.

Before making this recommendation, the Calendar Committee contacted many of the key stakeholder groups. The overwhelming response was in favor of taking back one or more of the professional development days in order to make-up lost instructional time.

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: October 9, 2003

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Recommended Charter School Rule 1600

ORIGINATOR: Christine Johns, Deputy Superintendent

RESOURCE
PERSON(S): Phyllis Bailey, Executive Director, Special Programs, PreK-12
George Poff, Assistant to the Superintendent, Governmental
Relations

INFORMATION

That the Charter School Rule 1600 be submitted for
information only to the Board of Education.

ADMINISTRATION: PUBLIC CHARTER SCHOOLS

1. APPLICATION PROCESS

A PUBLIC CHARTER SCHOOL IS CREATED IN ACCORDANCE WITH STATE LAW AND REGULATIONS, AND OPERATES UNDER THE SUPERVISION OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY IN COMPLIANCE WITH ALL APPROPRIATE BOARD POLICIES, *THE BLUEPRINT FOR PROGRESS, REALIZING THE VISION*, AND THE MASTER PLAN OF THE BALTIMORE COUNTY PUBLIC SCHOOLS.

a) PROSPECTIVE APPLICANTS

TO INITIATE THE APPLICATION PROCESS, THE APPLICATION TO ESTABLISH A PUBLIC CHARTER SCHOOL SHALL BE SUBMITTED TO THE BOARD OF EDUCATION BY ONE OR MORE OF THE FOLLOWING:

1. THE STAFF OF A PUBLIC SCHOOL
2. A PARENT OR GUARDIAN OF A STUDENT WHO ATTENDS A PUBLIC SCHOOL IN THE COUNTY
3. A NON-SECTARIAN NONPROFIT ENTITY
4. A NONSECTARIAN INSTITUTION OF HIGHER EDUCATION IN THE STATE OR
5. ANY COMBINATION OF THE ABOVE.

UNDER MARYLAND LAW, THE BOARD OF EDUCATION OF BALTIMORE COUNTY SHALL NOT GRANT A CHARTER TO A PRIVATE SCHOOL, A PAROCHIAL SCHOOL, OR A HOME SCHOOL.

b) APPLICATION PROCEDURES

AN APPLICANT TO OPERATE A PUBLIC CHARTER SCHOOL SHALL BE PROVIDED WITH THE MANUAL OF PROCEDURES FOR PUBLIC CHARTER SCHOOLS IN BALTIMORE COUNTY. PRIOR TO SUBMISSION OF THE APPLICATION, THE APPLICANT(S) SHALL CONFER WITH DESIGNATED STAFF REGARDING HOW THE APPLICATION COMPONENTS AS CITED IN THE MANUAL SHALL BE ADDRESSED. THE APPLICANT(S) SHALL BE INFORMED OF THE HUMAN, FISCAL, AND ORGANIZATIONAL CAPACITY NEEDED TO FULFILL THE SCHOOL'S RESPONSIBILITIES RELATED TO CHILDREN WITH DISABILITIES.

c) APPLICATION TIMELINE

1. A CONCEPT PROPOSAL, AS DESCRIBED IN THE MANUAL, MUST BE SUBMITTED BY JANUARY 1 OF THE YEAR PRIOR TO THE PROPOSED STARTING DATE.

IF CONCEPTUAL APPROVAL IS GRANTED, THE COMPLETED APPLICATION MUST BE SUBMITTED BY MAY 1 OR THE NEAREST BUSINESS DAY THEREAFTER OF THE YEAR PRIOR TO THE PROPOSED STARTING DATE OF THE CHARTER SCHOOL.

2. THE PUBLIC CHARTER SCHOOL MAY BEGIN OPERATION AT THE BEGINNING OF THE SCHOOL YEAR FOLLOWING THE DATE THE CHARTER IS GRANTED, PROVIDED APPROVAL IS GRANTED NO LATER THAN THE LAST BOARD MEETING IN AUGUST OF THE PRECEDING SCHOOL YEAR.

d) APPLICATION REVIEW

UPON SUBMISSION OF A COMPLETED APPLICATION FOR A PUBLIC CHARTER SCHOOL AS DESIGNATED IN THE MANUAL OF PROCEDURES FOR PUBLIC CHARTER SCHOOLS IN BALTIMORE COUNTY, THE SUPERINTENDENT'S DESIGNATED STAFF SHALL REVIEW THE APPLICATION AND SUBMIT FINDINGS AND RECOMMENDATIONS TO THE SUPERINTENDENT FOR CONSIDERATION BY THE BOARD OF EDUCATION. THE BOARD OF EDUCATION SHALL RENDER A DECISION WITHIN 120 DAYS OF RECEIPT OF SAID APPLICATION.

e) APPLICATION APPROVAL

UPON THE ACCEPTANCE BY THE BOARD OF EDUCATION OF THE SUPERINTENDENT'S RECOMMENDATION, A CONTRACT, BALTIMORE COUNTY PUBLIC SCHOOLS CHARTER CONTRACT, SHALL BE EXECUTED BEFORE THE BOARD OF EDUCATION AND THE PARTIES WHO ARE APPLICANTS FOR THE PUBLIC CHARTER SCHOOL.

f) APPLICATION APPEAL PROCESS

IF THE BOARD OF EDUCATION DENIES AN APPLICATION TO ESTABLISH A PUBLIC CHARTER SCHOOL, THE APPLICANT MAY APPEAL THE DECISION TO THE STATE BOARD IN ACCORDANCE

WITH SECTION 4-205(C) OF THE EDUCATION ARTICLE, ANNOTATED CODE OF MARYLAND.

g) RESTRUCTURED SCHOOL

THE APPLICATION REVIEW PROCESS AND DECISION MAKING FOR A RESTRUCTURED SCHOOL SHALL BE IMPLEMENTED ACCORDING TO THE PROCEDURES OUTLINED IN SECTION 9-104(A)(4) II OF THE EDUCATION ARTICLE, ANNOTATED CODE OF MARYLAND.

2. STUDENT ADMISSION

- a) STUDENTS DOMICILED IN BALTIMORE COUNTY WILL BE ELIGIBLE FOR ADMITTANCE WITHOUT TUITION CHARGE. STUDENTS NOT DOMICILED IN BALTIMORE COUNTY MUST COMPLY WITH POLICY AND RULE 5150: STUDENTS: ENROLLMENT AND ATTENDANCE GOVERNING ENROLLMENT AND TUITION CHARGES FOR NONRESIDENT STUDENTS.
- b) THE PUBLIC CHARTER SCHOOL SHALL NOT DISCRIMINATE REGARDING ADMISSION OF STUDENTS AND SHALL BE IN COMPLIANCE WITH ALL FEDERAL AND STATE ANTI-DISCRIMINATION LAWS.
- c) A PUBLIC CHARTER SCHOOL CHOSEN BY PARENTS/GUARDIANS FOR THEIR CHILDREN IS OPEN TO ALL STUDENTS ON A SPACE-AVAILABLE BASIS. A RANDOM SELECTION PROCESS SHALL BE USED IF THE NUMBER OF QUALIFIED APPLICANTS EXCEEDS THE PREDETERMINED STUDENT CAPACITY IN THE PUBLIC CHARTER SCHOOL.
- d) STUDENTS WITH SPECIAL EDUCATION IDENTIFICATION WILL ADHERE TO THE NORMAL IEP PROCESS. SPECIFIC ADDITIONAL RESOURCES ALLOCATED TO A STUDENT VIA THE APPROVED IEP WILL REMAIN WITH THE STUDENT GOING TO THE CHARTER SCHOOL.

3. MANAGEMENT OF THE PUBLIC CHARTER SCHOOL

- a) THE CHARTER APPLICATION SHALL CLEARLY DEFINE THE GOVERNANCE STRUCTURE THAT WILL BE IN PLACE FOR THE PUBLIC CHARTER SCHOOL.

- b) EXCEPT AS EXPRESSLY PROVIDED IN THE CHARTER AGREEMENT, THE PUBLIC CHARTER SCHOOL SHALL ADHERE TO THE POLICIES, RULES, AND PROCEDURES GOVERNING ALL OTHER SCHOOLS IN BALTIMORE COUNTY.
- c) PUBLIC CHARTER SCHOOL EMPLOYEES SHALL BE OBSERVED AND EVALUATED CONSISTENT WITH STATE LAW AND PROCEDURES OF THE BALTIMORE COUNTY PUBLIC SCHOOLS.
- d) OPERATIONAL REQUIREMENTS RELATED TO CURRICULUM AND ACADEMIC PROGRAMMING, RESOURCES, FACILITIES, FISCAL SUPPORT, AND REPORTING AS CONTAINED IN THE MANUAL OF PROCEDURES FOR PUBLIC CHARTER SCHOOLS IN BALTIMORE COUNTY MUST BE INCLUDED IN THE APPLICATION AND IMPLEMENTED ONCE THE CONTRACT IS APPROVED BY THE BOARD OF EDUCATION OF BALTIMORE COUNTY AND ONCE THE PUBLIC SCHOOL IS OPERATIONAL.

4. REPORTING REQUIREMENTS

THE PUBLIC CHARTER SCHOOL SHALL MAKE AN ANNUAL RESULTS REPORT TO THE BOARD OF EDUCATION ADDRESSING STUDENT ACHIEVEMENT, FISCAL ACCOUNTABILITY, AND ANY OTHER INFORMATION PURSUANT TO THE MANUAL OF PROCEDURES FOR PUBLIC CHARTER SCHOOLS IN BALTIMORE COUNTY.

Rule
Approved:

Superintendent of Schools