

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, November 23, 2004
4:30 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 November 23, 2004
- IV. MINUTES
Open and Closed Minutes of September 21, 2004 and the Report of the Board of Education Meeting with the Area Educational Advisory Council of September 28, 2004; Exhibit A
- V. SPECIAL ORDER OF BUSINESS – Recognition of the Office of Budgeting and Reporting, Distinguished Budget Presentation Award (Mr. Sasiadek)
- VI. ADVISORY AND STAKEHOLDER GROUPS
- VII. SUPERINTENDENT'S REPORT
- VIII. RECOGNITION OF ADVISORY COUNCIL APPOINTMENTS AND ADMINISTRATIVE APPOINTMENTS FROM NOVEMBER 9, 2004 (Dr. Peccia)
- IX. REPORTS
 - A. Site Bank Properties (Mr. Dent)
Exhibit B
- X. NEW BUSINESS
 - A. Consideration of consent to the following personnel matters: (Dr. Peccia)
 - 1. Termination of Leaves Exhibit C
 - 2. Retirements Exhibit D
 - 3. Resignations Exhibit E
 - 4. Leaves of Absence Exhibit F
 - 5. Deaths Exhibit G

- B. Consideration of consent to the following contract awards: (Mr. Gay)
Exhibit H
1. Active and Retiree Basic Life; Optional Life, Retiree Life Buyout
 2. Elevator Maintenance and Repair (Extension)
 3. Library Reference Software
 4. Locksmith Services (Extension)
 5. Universal Life Insurance Benefit
 6. Various Grounds Equipment
- C. Consideration of consent to the following Building Committee Recommendations: (Mr. Cassell)
1. Award of Contract – Classroom Renovations at Eastern Technical High School Exhibit I
 2. Award of Contract – Final Grading (2-B) at Windsor Mill Middle School Exhibit J
 3. Award of Contract – New Gas and Electric Service at Windsor Mill Middle School Exhibit K
- XI. INFORMATION
- A. Southwest Area Educational Advisory Council Pre-budget Hearing Minutes of October 20, 2004 Exhibit L
 - B. Northwest Area Educational Advisory Council Pre-budget Hearing Minutes of October 21, 2004 Exhibit M
 - C. Central Area Educational Advisory Council Pre-budget Hearing Minutes of October 21, 2004 Exhibit N
 - D. Southeast Area Educational Advisory Council Meeting Minutes of September 14, 2004 Exhibit O
- XII. ANNOUNCEMENTS
- A. General Public Comment

Next Board Meeting
7:30 PM

December 7, 2004
Greenwood

TENTATIVE MINUTES**BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND**

Tuesday, September 21, 2004

The Board of Education of Baltimore County, Maryland, met in open session at 4:01 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Mr. Thomas G. Grzymiski, Ms. Frances A.S. Harris, Mr. John Hayden, III, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. Michael P. Kennedy, and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

The Board entertained oral argument in Hearing Examiner's Case #03-47. The matter was heard in closed session.

In addition to the above listed Board members, also in attendance were the Appellant; James R. Whattam, Esq., Assistant General Counsel, Maryland State Teachers Association; Dr. Christine M. Johns, Deputy Superintendent of Curriculum and Instruction; Margaret-Ann F. Howie, Esq., Legal Counsel to the Superintendent; Nevett Steele, Jr., 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.

The hearing was concluded at 5:19 p.m.

Board members deliberated on the case.

OPEN SESSION MINUTES

At 5:20 p.m., the Board of Education of Baltimore County, Maryland, met in open session at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Mr. Nicholas P. Camp, Mr. Thomas G. Grzymiski, Ms. Frances A.S. Harris, Mr. John Hayden, III, Dr. Warren Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. Michael P. Kennedy, and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

President Sasiadek reviewed with Board members September and October school board events.

At 5:55 p.m., Mr. Arnold moved the Board go into closed session to discuss personnel matters and to conduct matters related to the negotiations pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1). The motion was seconded by Mr. Hayden and unanimously approved by the Board.

CLOSED SESSION MINUTES

Dr. Alpheus Arrington, Director of Human Resources, reviewed with Board members personnel matters to be considered this evening.

At 5:57 p.m., Mr. Kennedy moved that the Board adjourn for a brief dinner recess. The motion was seconded by Mr. Arnold and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:25 p.m. at Greenwood. President James R. Sasiadek and the following Board members were present: Mr. Donald L. Arnold, Mr. Luis E. Borunda, Mr. Nicholas P. Camp, Mr. Thomas G. Grzyski, Ms. Frances A.S. Harris, Mr. John Hayden, III, Dr. Warren Hayman, Mr. Rodger C. Janssen, Mr. Michael P. Kennedy, and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Carol Hudrlik, a student at Towson University, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

SUPERINTENDENT'S REPORT

There were no items for the Superintendent's report.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS FROM SEPTEMBER 8, 2004

Dr. Arrington recognized the administrative appointments approved at the September 8th meeting.

REPORTS

The Board received the following reports:

- A. **Public School Construction Program Overview** – Dr. David Lever, Executive Director, Public School Construction Program, provided an overview of the process and criteria used by the Interagency Committee (IAC) on school construction. Dr. Lever reviewed how each LEA's staff assigns a status to each project as well as the two rounds of approvals that follow. Final revisions to the Capital Improvement Program requests must be submitted by December 8, 2004. Dr. Lever noted that if an item is not approved by the local Board of Education and the County government, it cannot be considered as a project.

REPORTS (cont)

Next, Dr. Lever explained at length two factors considered in developing recommendations for planning approval:

1. Quantifiable planning factors
2. Planning Factors that Entail Judgment

Planning approval cannot be given unless there is an approved site. The site, in turn, must be approved by the Board of Public Works as well as four additional State agencies. When the site is cleared, the next step is for the site to be approved by the IAC.

Mr. Hayden asked what percentage of appeals that come before the IAC are successful. Dr. Lever responded that decisions have been changed after the appeal process; however, was unsure of the percentage. Mr. Hayden inquired about the cost of aging schools and full-day kindergarten. Dr. Lever stated the estimated cost to build facilities associated with the *Bridge for Excellence* requirements is \$188 million. Mr. Hayden inquired about schools that have been renovated within the past 16 years not being eligible for renovations. Dr. Lever responded if a school has received substantial funding in the last 16 years that school would not be eligible for funding. Dr. Lever noted there are some exceptions.

Mr. Hayden asked for the criteria IAC used to determine whether approval would be granted for new schools. Dr. Lever stated the IAC looks at the adjacent schools, five year projection for the adjacent schools, a substantial degree of overcrowding that would provide 50% of the capacity of the new school the day it opens, and complete capacity within that five year period.

Mr. Janssen asked whether new construction funding includes furniture. Dr. Lever responded in the negative; anything detachable would not be eligible for State school construction funds.

Mr. Arnold expressed concern over the State's formula on new construction projects. Dr. Lever stated projections are five years out. Five years is a time from beginning to end and should be a sufficient timeframe for any building in the State. He noted the State's methodology depends on live birth and cohort survival.

Mr. Borunda asked for the rationale of projects valued at least 75% of total anticipated funding. Dr. Lever explained the need for flexibility to recommend "B" projects to the Board of Public Works. Mr. Borunda inquired whether land acquisition is eligible for State funding. Dr. Lever stated a local board of education can only receive State funds if it has title to the land.

In response to a question from Mr. Grzynski, Dr. Lever then explained the forward funding process to the Board.

REPORTS (cont)

With regards to Mr. Sasiadek's question of land acquisition, Dr. Lever responded the IAC cannot recommend planning approval without the acquisition of land.

- B. **FY06 Proposed Capital State/County Budget** - Ms. Barbara Burnopp, Executive Director of Fiscal Services, introduced the State/County budget that will be discussed at the work session on Wednesday, September 22, 2004.

Mr. Hayden inquired about treated air distribution systems in schools and how many students are impacted by those renovations. Ms. Burnopp distributed enrollment information to the Board on each school recommended for renovation.

PERSONNEL MATTERS

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

CONTRACT AWARDS

On motion of Mr. Kennedy, seconded by Mr. Borunda, the Board approved items 1, 2, 5, 6, and 7 (Exhibit G). Ms. Shillman pulled item 3, and Ms. Harris pulled item 4.

1. Automobile
2. Cingular/Verizon Cellular Phones
5. Electric Motor Repair (Extension)
6. Mechanical Pump Repair (Extension)
7. Specialty Paper & Envelopes

Item #3

Ms. Shillman asked whether the proposed cost was reasonable.

On motion of Mr. Kennedy, seconded by Dr. Hayman, the Board approved item 3. Ms. Shillman abstained from voting on this item.

3. Digital Dual-Keyboard Organ

Item #4

Ms. Harris asked whether any preference was given to companies in Maryland. Mr. Gay responded BCPS was unable to find a vendor in Maryland but was able to piggyback on a contract in the State of Virginia. He noted Board's approval tonight only allows the school system to use it if necessary.

Item #4 (cont)

Dr. Hayman expressed concern that this type of security system is needed in other schools rather than New Town High School. Mr. Gay noted this security system provides accountability of people within the school building. Ms. Burnopp stated there would be a presentation on security systems at the budget work session on September 22, 2004.

Mr. Janssen inquired about systemic prioritization of security systems in the schools. Mr. Haines, Deputy Superintendent of Business Services, responded this system is a card system for students and staff that monitors their ingress and egress. He noted there is a proposal in the capital budget for a security system in the high school population. Mr. Janssen expressed concerns that the school is using its funds to pay for the security system.

On motion of Mr. Kennedy, seconded by Dr. Hayman, the Board approved item 4. Mr. Janssen abstained from voting on this item. Mr. Borunda voted in opposition to this item.

4. Door Access Safety, Security, and Accountability System

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-2 (Exhibits H and I). The Board approved these recommendations.

1. Award of Contract – New Gas and Electric Service at Western School of Technology
2. Award of Contract – Various Construction Packages at Windsor Mill Middle School

ANNOUNCEMENTS

Mr. Sasiadek made the following announcements:

- ③ On Wednesday, September 22, 2004, the Baltimore County Board of Education will conduct a work session on the Proposed FY06 Capital State/County Budget. The meeting will take place in room 114 of the ESS Building at 7:00 p.m. The meeting is open to the public.
- ③ There will be a joint meeting with the Baltimore County Board of Education and the Area Educational Advisory Councils on Tuesday, September 28, 2004 at Cockeysville Middle School beginning at 7:00 p.m.
- ③ The next regularly scheduled meeting of the Board of Education of Baltimore County will be Tuesday, October 5, 2004, at Greenwood. The meeting will begin with an open session at approximately 5:30 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.

ANNOUNCEMENTS (cont)

Mr. Sasiadek reminded speakers to refrain from discussing any matters that might come before the board in the form of an appeal, as well as any personnel matters. Mr. Sasiadek announced that constituent response time would be moved to the beginning of the Board meetings starting October 5, 2004 for a four-month trial period. Constituent groups are required to sign up in order to be recognized.

STAKEHOLDER GROUPS

Mr. Mike German, Baltimore County Student Council President, noted executive board has been involved in committees such as environmental and PTA. He also announced the BCSC Student Council Leadership Workshop on September 30 through October 1, 2004 at Camp Ramblewood.

Ms. Maggie Kennedy, Chair of the Baltimore County Education Coalition, announced the coalition will meet with County Executive James T. Smith on October 25, 2004 at 6:00 p.m. concerning Baltimore County Public Schools and the well-being of students. Ms. Kennedy and the coalition requested a meeting collective with the Board.

Miss Carrie Jackson, student at Chesapeake High School and representative for the Advisory Committee for Alternative Programs, spoke on the significance of the *Maryland's Tomorrow* program.

Miss Amber Witt, a senior, also spoke on the *Maryland's Tomorrow* program and a group entitled GEM (Girls Empowerment Mission). She thanked the Office of Alternative programs for supporting her.

Ms. Vicki Schultz-Unger, Coordinator of the Area Educational Advisory Councils, announced the pre-budget meeting schedule for the advisory councils in October.

Mr. Stephen Crum, a Southeast Area Educational Advisory Council representative, noted the advisory council's last meeting centered on building and construction. He noted the construction of Route 43 extension over to Eastern Avenue could open up 1,000 acres with a large residential development component.

Mr. Walter Hayes, Chair of the Northeast Area Educational Advisory Council, reiterated that the DeJong study recommends a new high school between Towson and Perry Hall. Mr. Hayes also added that the County Executive's report does not touch on additional growth areas.

Mr. Steve Crum introduced Mr. Carroll Cilento, Chair of the Career & Technology Education Advisory Council. Mr. Cilento distributed a brochure which briefly describes the council's history, structure, list of monthly meetings, and goals.

Mr. Sam Macer, First Vice President of the PTA Council of Baltimore County, invited the Board to the annual fall reception and workshop to be held on October 28 at Cockeysville Middle school from 6:00 – 9:30 p.m.

PUBLIC COMMENT

Mr. Carl Gold, Vice President of the PTA, stated Carver Center for the Arts is the only high school without an auditorium. On behalf of the Carver Center, he is asking the Board to consider adding the auditorium to its capital budget.

Mr. Jack Condliffe, a parent and past president of the Carver Center Foundation, provided a brief summary of the foundation. Mr. Condliffe requested the Board to strongly consider a new theatre.

Ms. Ginny Barnhart, a parent and member of the Carver Center Foundation, urged for support of capital request funding for a performing arts and exhibition hall at Carver Center for the Arts. She was disappointed to not see this item on the budget list for the September 22 work session. Ms. Barnhart believes it is not adequate to have any high school without an auditorium.

Ms. Maria Duvall, PTA President of the Carver Center for the Arts, reviewed academic achievements of students at Carver Center. She reiterated the need for an auditorium at Carver Center.

Mr. Muhammad Jameel remarked that State code does not prevent the Board to provide two Muslim holidays.

Dr. Bash Pharoan asked the Board to consider adding Muslim holidays to its calendar as a priority.

ADJOURNMENT

At 9:31 p.m., Mr. Arnold moved to adjourn the open session. The motion was seconded by Dr. Hayman and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

TENTATIVE MINUTES

REPORT OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND WORK SESSION WITH THE AREA EDUCATIONAL ADVISORY COUNCILS

Tuesday, September 28, 2004

President James R. Sasiadek called the work session to order at 7:18 p.m. at Cockeysville Middle School. In addition to Mr. Sasiadek, the following Board members were present: Ms. Frances A.S. Harris, Dr. Warren Hayman, Mr. Rodger C. Janssen, and Mr. Michael P. Kennedy. In addition, Ms. Kara Calder, Chief Communications Officer and Nevett Steele, Jr., Esq., Assistant County Attorney; as well as the media were present.

Ms. Vicki Schultz-Unger, Area Educational Advisory Council Coordinator thanked those who attended this evening. She noted this was the council's opportunity to provide useful feedback to improve communications between the Area Advisory Council and the Board.

Ms. Schultz-Unger reviewed the contents of the packets distributed this evening. Included in those packets were:

- ③ Approved AAC Operation Procedures
- ③ Copy of the Blueprint For Progress revised 8/10/04
- ③ Updated summary of the Master Plan
- ③ Copy of the proposed FY06 Capital Budget
- ③ Presentation on Smaller Learning Communities
- ③ Calendar of AAC meetings for 2004-05

Next, Ms. Jane Gordon, Supervisor of Professional Development, shared information regarding the Parent Support Service Program. The focus this year is to increase involvement in parent/teacher conferences.

Each Area Chairperson or representative provided a brief update:

- ③ Central – Focusing on recruitment and representing schools and their needs
- ③ Southwest – Sharing best practice on attendance at council meetings
- ③ Northwest – Focusing on overcrowding and development in the area
- ③ Northeast – Focusing on overcrowding and summer reading
- ③ Southeast – Focus on increasing participation on the council and revitalization/development of the area

Board President, Mr. James R. Sasiadek, introduced those Board members in attendance. He reiterated the announcement from the September 21st Board meeting stating all stakeholder groups would be recognized to speak at the beginning of the regularly scheduled Board meetings beginning October 5, 2004. The expectation is for each stakeholder group to share information with the Board regarding concerns and issues within their respective area.

Ms. Ramona Johnson, Board member, entered the room at 7:50 p.m.

Mr. Sasiadek stated the council helps the Board understand the issues and provides advice to the Board based on community feedback.

With regards to the budget process, Ms. Jasmine Shriver noted the need to reiterate the difference between the capital budget and the operating budget.

Next, the Council broke into groups by area. Board members were assigned to a group to discuss ways to improve communications, review concerns, and report back to the group.

Mr. Kennedy and Dr. Hayman exited the room at 8:45 p.m.

Ms. Schultz-Unger introduced Ms. Erin O'Connor, County Educational Liaison.

Each Area Educational Advisory Council shared their concerns and suggestions with the group.

③ Northeast

- High school in the Northeast area
- Kenwood High School renovations
- "Warehousing" of schools
- Move "public comment" to the beginning of the Board agenda

③ Central

- Prompt feedback of communication from the Board
- Overcrowding
- Apparent lack of promotional abilities
- Deficiencies in communicating hard-copy calendar (i.e., capital budget schedule)

③ Southeast

- Prioritize Council feedback to the Board
- Input to the Board from Area Educational Advisory Council after first reading (not third reading)
- Maintenance concerns in schools

Ms. Harris exited the room at 9:12 p.m.

③ Northwest

- Training for Guidance Departments in the college application process
- Overcrowding
- Development in Owings Mills area and its impact on the schools

③ Southwest

- Increased awareness/communication on capital and operating budget process
- Timely Council minutes to the Board
- Board member has always attended council meetings
- Suggested presentation to Council describing the BCPS operation and the Board's role in the school system

A council member inquired about frequent reports or policy changes presented to the Board. Mr. Sasiadek reviewed the three-reading process regarding policies. Ms. Schultz-Unger suggested perhaps Board or BCPS staff could provide a list to the Council detailing those items that come before the Board on an annual basis.

Other topics discussed were:

- ③ Area chairs or secretaries should submit minutes or reports from their meetings to Ms. Stiffler, Administrative Assistant to the Board and copy Vicki Schultz-Unger for inclusion in the Board packets.
- ③ Overcrowding concern among all area councils. This topic would be addressed at the joint council meeting in January 2005.
- ③ New member orientation will be scheduled in November.

Ms. Johnson exited the meeting at 9:28 p.m.

Ms. Schultz-Unger thanked everyone for their participation in the meeting. She asked that Ms. Brenda Stiffler, Administrative Assistant to the Board, provide a copy of Board members' addresses and phone numbers.

The meeting was concluded at 9:30 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

bls

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 23, 2004
TO: **BOARD OF EDUCATION**
FROM: Dr. Joe A.. Hairston, Superintendent
SUBJECT: **SITE BANK PROPERTIES**
ORIGINATOR: J. Robert Haines, Deputy Superintendent
RESOURCE
PERSON(S): Don Dent, Executive Director, Planning and Support Operations

RECOMMENDATION

That the Board of Education is aware of existing and potential Site Bank properties.

Background Information: The Site Bank is a legacy of land held by the Baltimore County Public Schools and Baltimore County Parks and Recreation, which may be used for future education projects. .

Estimated Operating Funds Fiscal Impact: \$ _____ for FY _____
Possible Funding Source: _____



Baltimore County Public Schools Review of State-Owned Properties East of I-83



Prepared by the Office of Strategic Planning

October 2004



Background

- In September 2004, the Office of Strategic Planning presented prioritized planning initiatives to the Board of Education.
- Also in September 2004, following a request from the Board of Education, Dr. Hairston wrote a letter to the Maryland Department of Planning requesting a copy of a report listing state-owned properties in Baltimore County
- On October 5, 2004, the Board of Education approved Capital Budget Requests for FY 2006, which included the acquisition of land
- In late October, 2004, a report titled “**Preliminary Findings of a Database Search of State-Owned Real Property for Parcels 19 Acres or Greater in Eastern Baltimore County as of April 2004**” was received by the Office of Strategic Planning from the Maryland Office of Planning



Search Requirements



This real property search considered the following requirements:

- The properties were state-owned
 - The properties were 19 acres or larger
 - The properties were located in Baltimore County, east of I-83
 - Properties set-aside for Parks and Recreation were excluded due to the high demand for Baltimore County parkland
-
- This real property search DID NOT consider:
 - The suitability of any site as a potential school site
 - Zoning or environmental constraints that would limit site use
 - The current use of the site. Agencies, such as State Highway Administration, are often the custodians of such sites and place features/buildings (e.g., salt domes, radio towers) to meet their needs.



Site List

• Site 1	Stablers Church Road Site	44.494 Acres
• Site 2	Pennsylvania Railroad Site	40 Acres
• Site 3	Golden Ring Road Site	40 Acres
• Site 5	Bourque Road Site	19.8 Acres
• Site 6	Cub Hill Road Site	219.51 Acres
• Site 7	Wilson Point Road Site	24 Acres
• Site 8	Jerusalem Road Site	58.02 Acres
• Site A	Belair Road Site	19.023 Acres
• Site C	White Marsh Road Site (4 Adjacent Lots)	21.768 Total Acres

Notes: Sites are ordered and designated as they appeared in the original report.

All sites are included, despite non-sequential labeling.

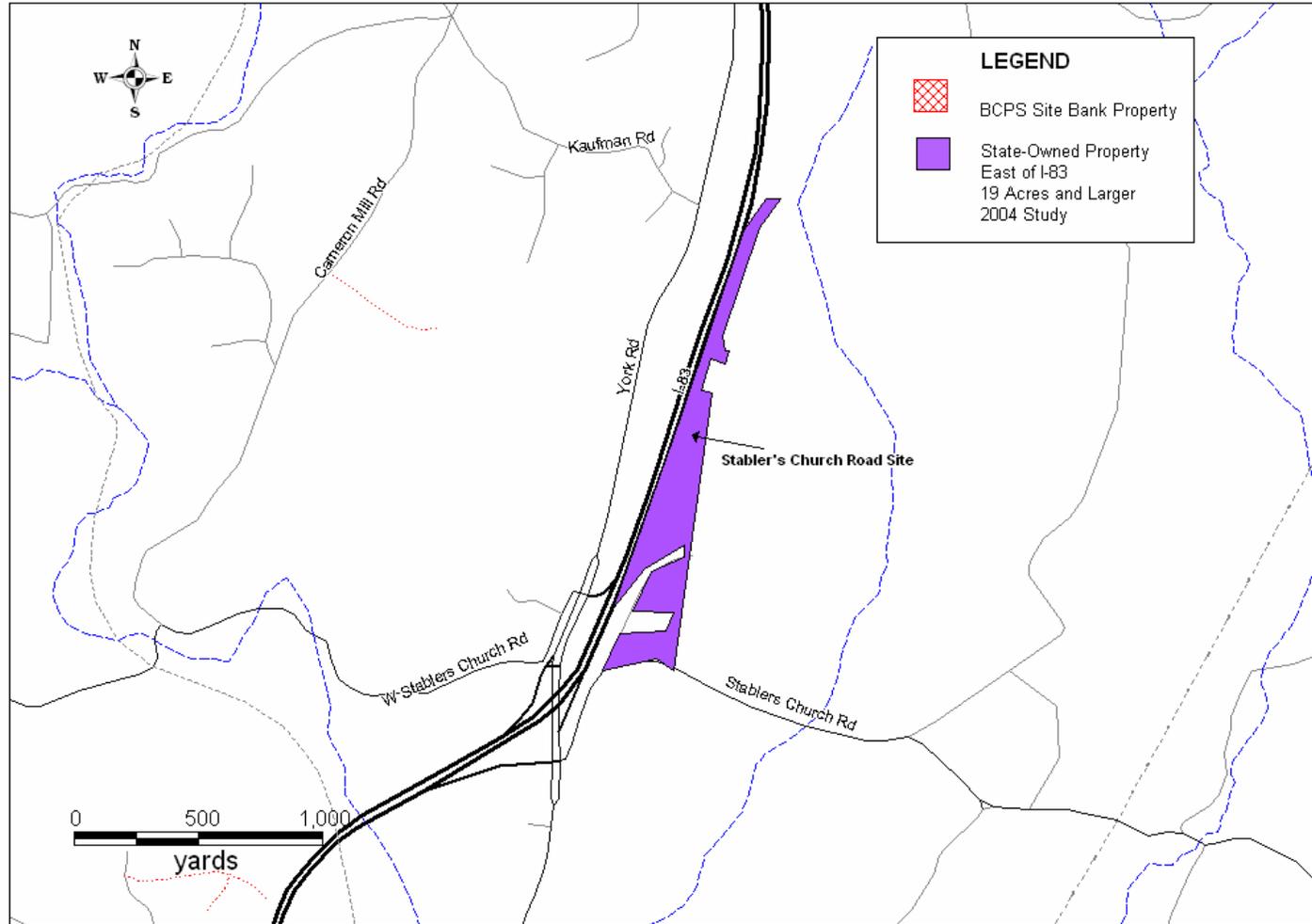
Acreage indicates total acres, not buildable acres



State Property: Stablers Church Road Site

East of I-83, North of Stablers Church Road, 44.494 Acres

Stablers Church Road Property 44.494 Acres



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004



State Property: Stablers Church Road Site

East of I-83, North of Stablers Church Road, 44.494 Acres



Notes:

- Site is a steep, heavily wooded ravine running along east side of I-83
- Zoning RC-2 Agriculture
- State Highway Administration is current custodian of site
- Site is extremely narrow
- Site adjacent to Baltimore County Fire Department Station #60, and Baltimore County Parks and Recreation Parkton Model Airfield

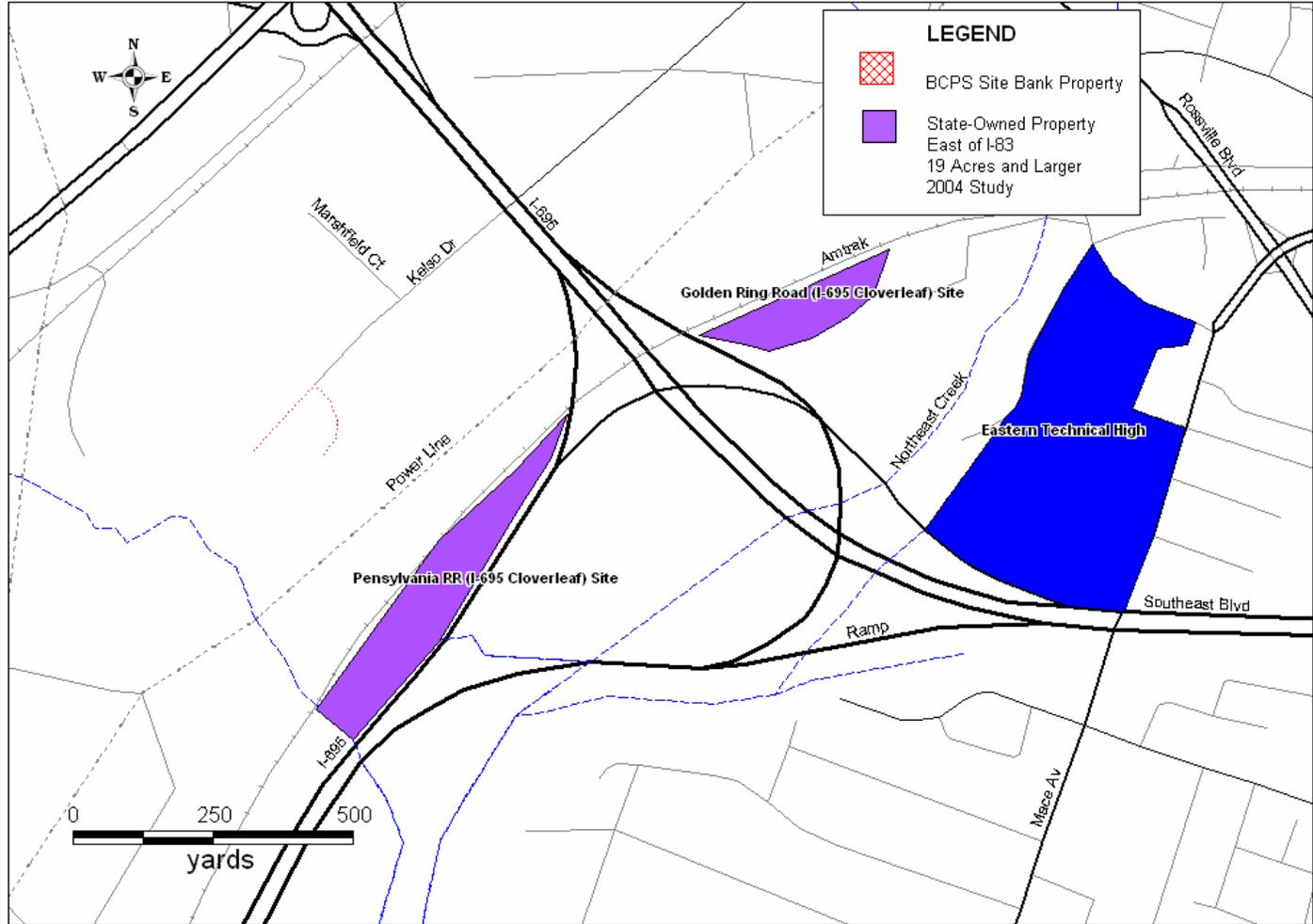
Site Issues for School System:

- Rugged terrain
- No water/sewer access
- Narrow shape, little flat land for school or fields

State Property: Pennsylvania Railroad Site

South of Amtrak, South of and Inside I-695, 40 Acres

Pennsylvania Railroad Site (40 Acres) and Golden Ring Road Site (40 Acres)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004



State Property: Pennsylvania Railroad Site

South of Amtrack, South of and Inside I-695, 40 Acres



Notes:

- Site has no practical access
- Zoning DR-5.5
- State Highway Administration is current custodian of site
- In pictures, site is beyond power lines and railroad
- Pictures taken from Marshfield Business Park and utility access road
- Site is adjacent to high-speed Amtrack rail line
- Site is inside of I-695 and Southeast Blvd highway interchange

Site Issues for School System:

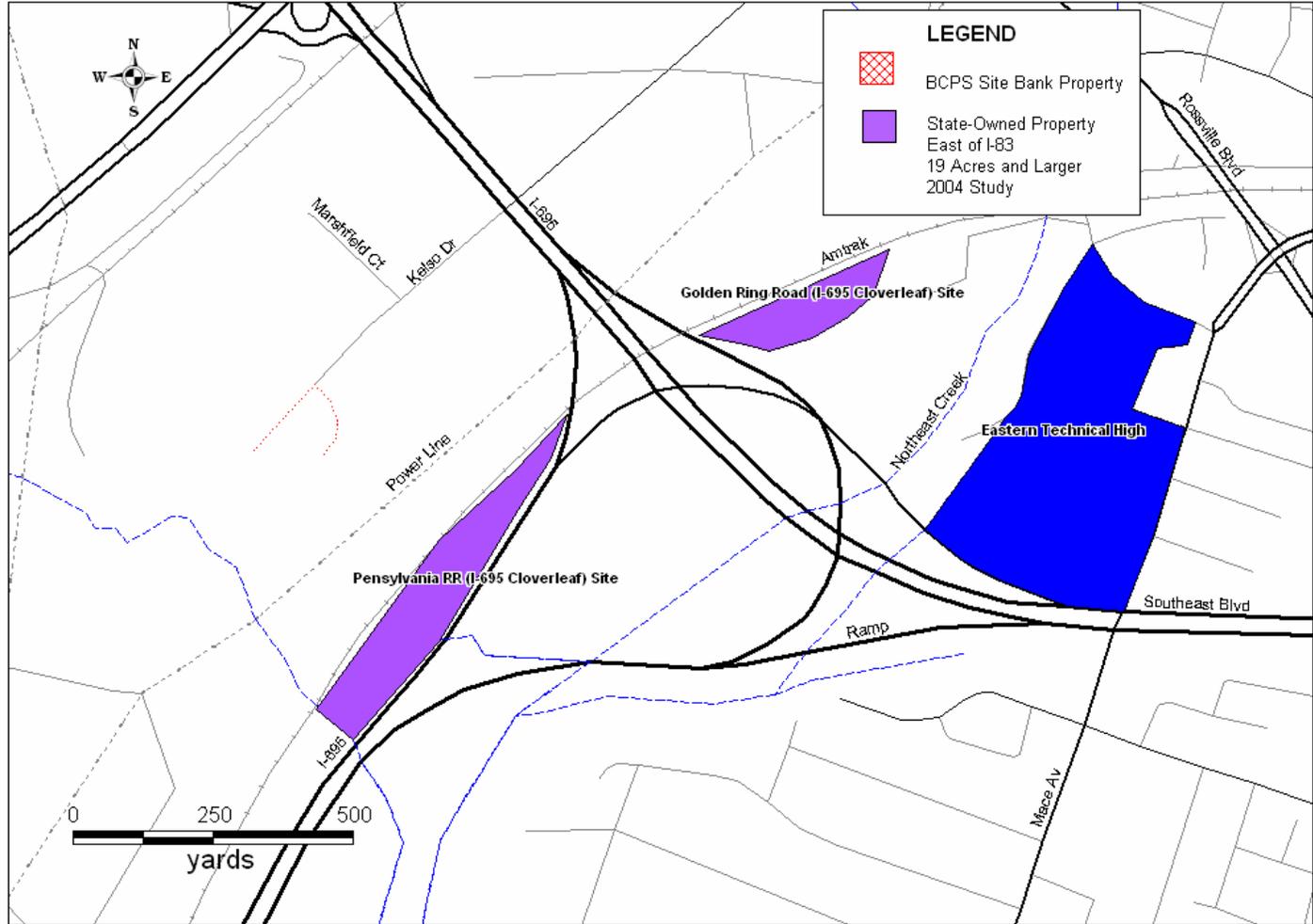
- Site has no access
- Site is narrow
- Highway interchange, railroad, and wetlands issues severely limit site use



State Property: Golden Ring Road Site

South of Amtrak, North of and Outside I-695, 40 Acres

Pennsylvania Railroad Site (40 Acres) and Golden Ring Road Site (40 Acres)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004

State Property: Golden Ring Road Site

South of Amtrack, North of and Outside I-695, 40 Acres



Notes:

- Site has no practical access
- Zoning MH-IM heavy manufacturing
- State Highway Administration is current custodian of site
- In pictures, site is beyond power lines and railroad
- Pictures taken from Race Road Extended and Hengemihle Ave behind Eastern Tech HS
- Site is adjacent to high-speed Amtrack line
- Site is outside of I-695 and Southeast Blvd highway interchange
- Site appears to be low-lying marshland with some woods

Site Issues for School System:

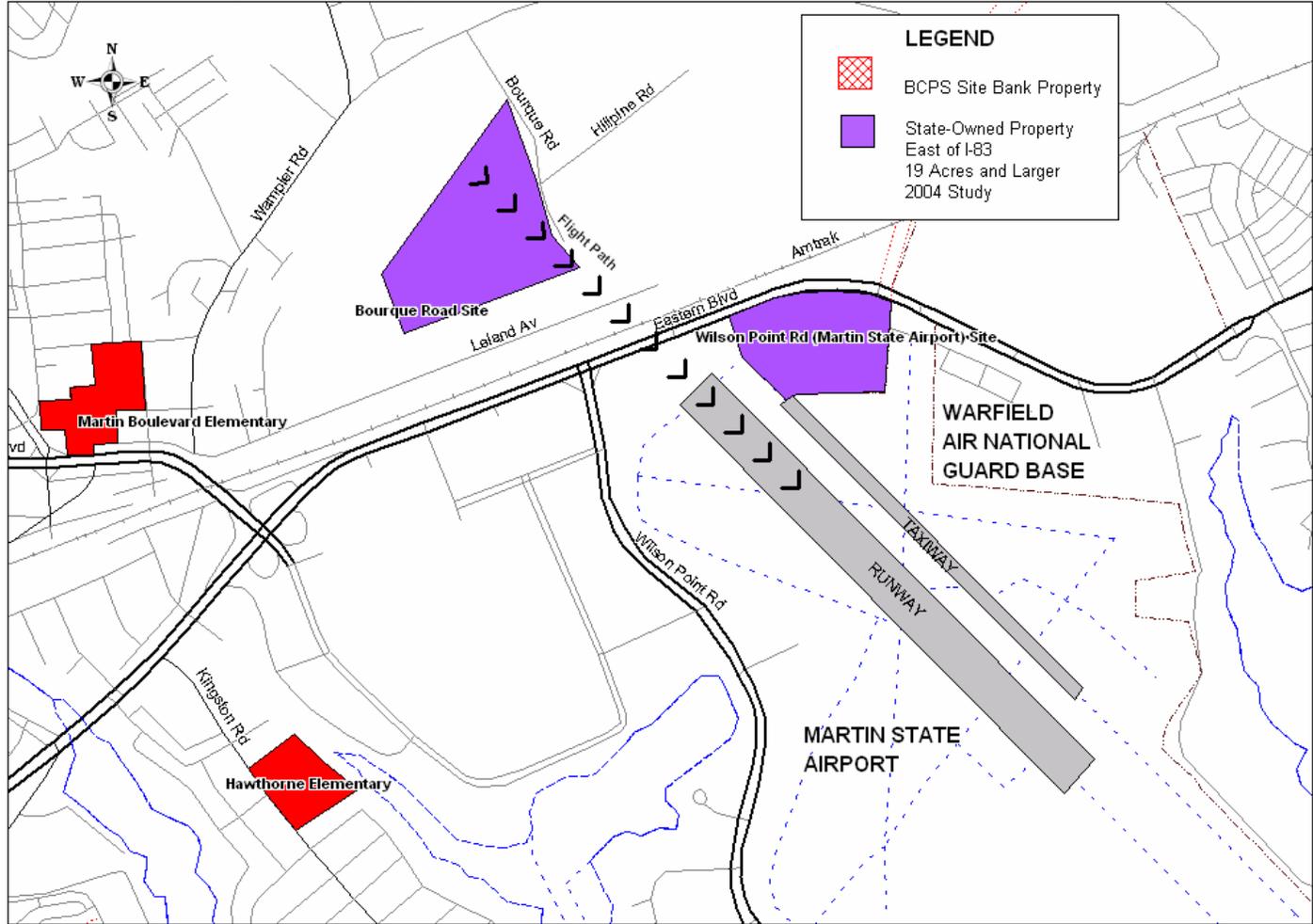
- Site has no access
- Site is narrow
- Highway interchange and railroad severely limit site use



State Property: Bourque Road Site

North of Eastern Boulevard, West of Bourque Rd, 19.8 Acres

Bourque Road Site (19.8 Acres) and Wilson Point Road Site (24 Acres)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004

State Property: Bourque Road Site

North of Eastern Boulevard, West of Bourque Rd, 19.8 Acres



Notes:

- Access from Bourque Rd
- Zoning Industrial
- Site is a fenced area west of Bourque Rd.
- Site appears to be mostly wooded with some clearing

Site Issues for School System:

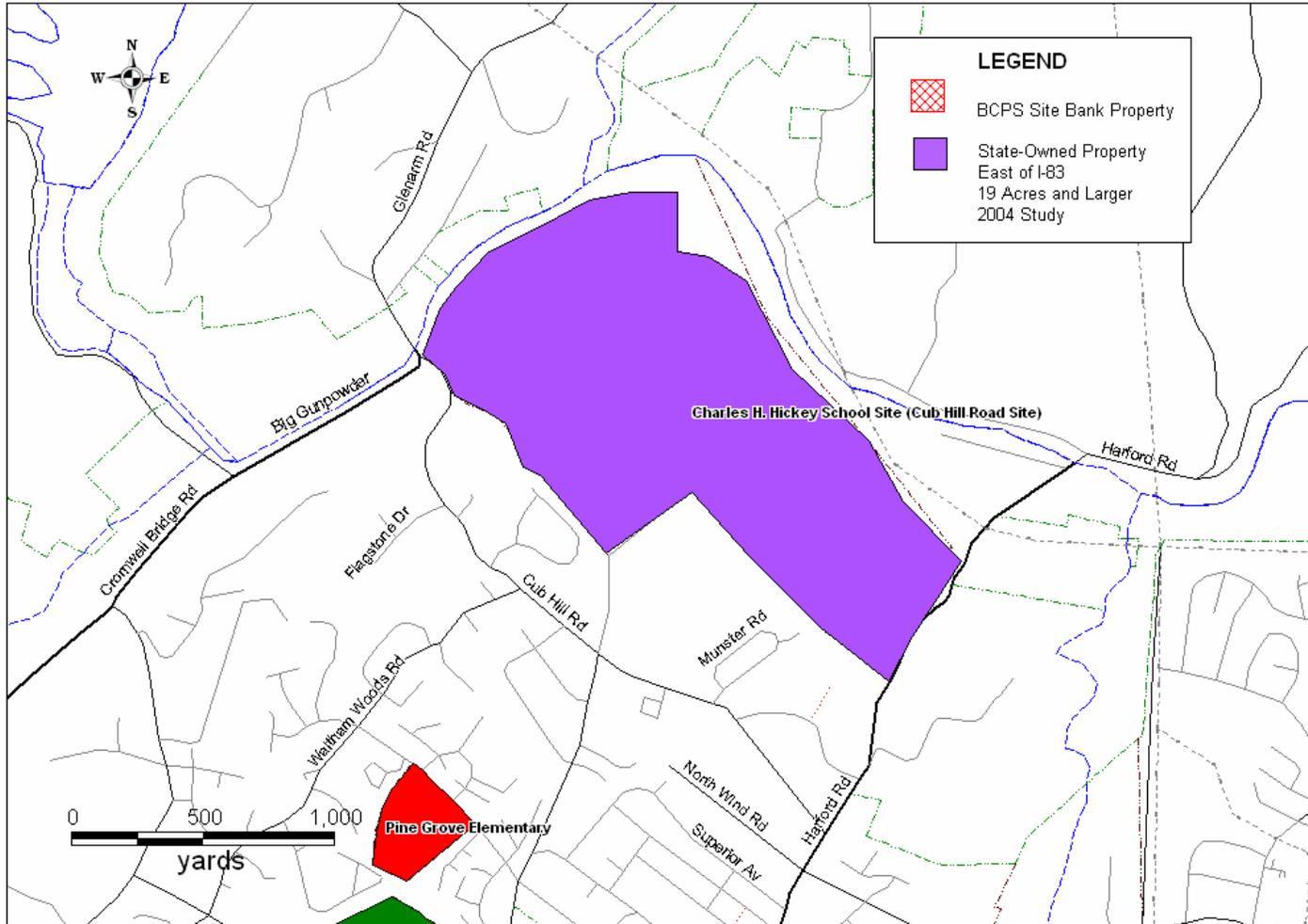
- Site is .25 miles from the tip of the primary runway at Martin State Airport, an active civil, Air National Guard, and State Police Aviation facility
- Site is DIRECTLY in the takeoff/landing path for the primary runway at Martin State Airport. Low-flying aircraft are over the site on a constant basis.



State Property: Cub Hill Road Site

North of Cub Hill Rd, West of Harford Rd, South of Gunpowder Falls, 219.51 Acres

Charles H. Hickey School (Cub Hill Road Site) 219.51 Acres



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004



State Property: Cub Hill Road Site

North of Cub Hill Rd, West of Harford Rd, South of Gunpowder Falls, 219.51 Acres



Notes:

- Access from Old Harford Rd
- Zoning DR-1
- Department of Juvenile Services is the current custodian of this site
- Current use of site is the Charles H. Hickey Jr. School for Boys
- Site is large with rolling fields with several buildings, houses, water tower, and pumping station

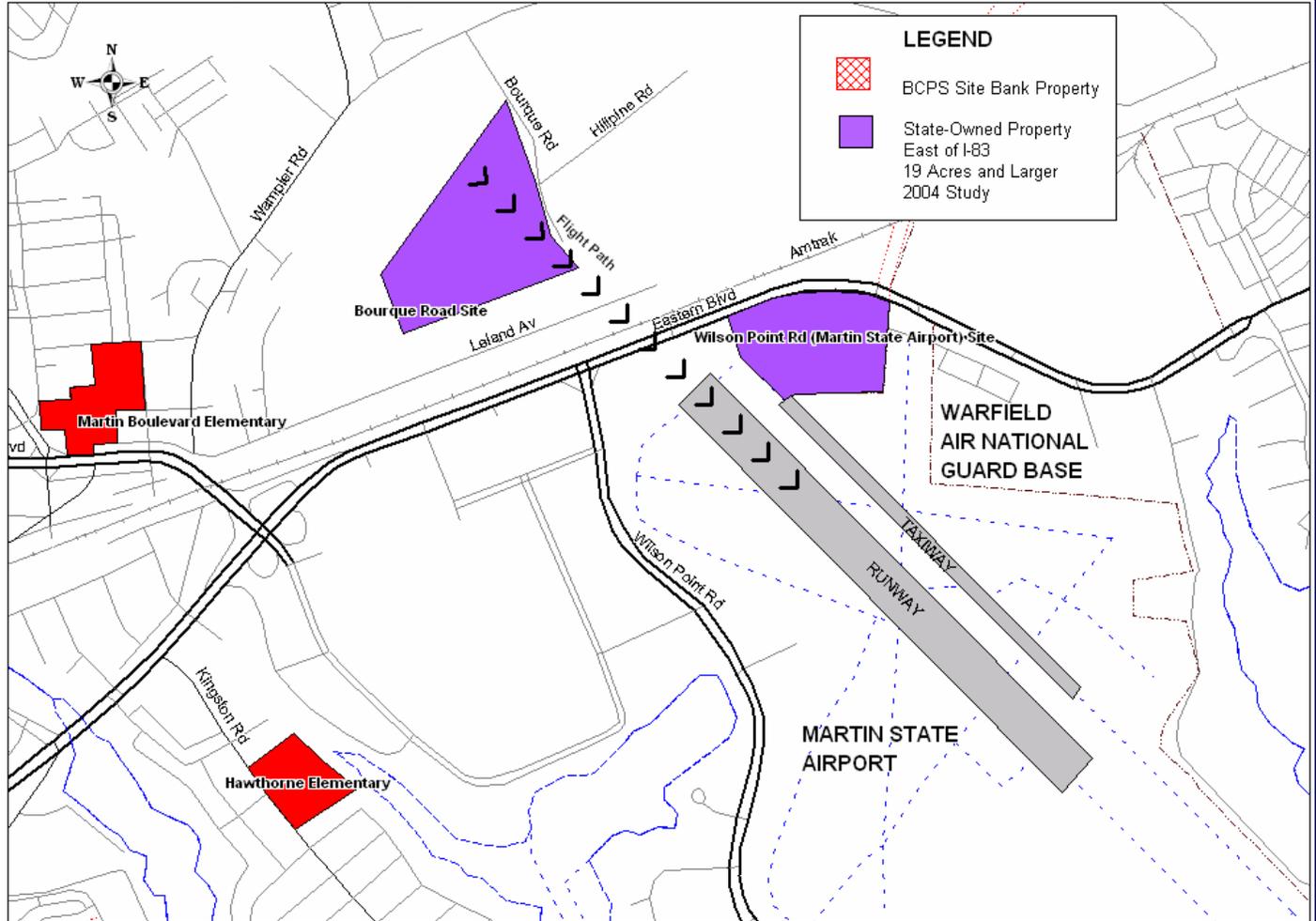
Site Issues for School System:

- No changes in the current use of this site are known or anticipated

State Property: Wilson Point Road Site

South of Eastern Boulevard, Adjacent to Warfield Air National Guard Base, 24 Acres

Bourque Road Site (19.8 Acres) and Wilson Point Road Site (24 Acres)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004

State Property: Wilson Point Road Site

South of Eastern Boulevard, Adjacent to Warfield Air National Guard Base, 24 Acres



Notes:

- Only access through Martin State Airport and Warfield Air National Guard Base
- Zoning MH-IM heavy manufacturing
- Maryland Department of Transportation is current custodian of site
- Site is on Martin State Airport property
- Site is adjacent to airport taxiway and Air National Guard tarmac
- Site is flat with existing hangers and buildings.
- Portions appear to be used for National Guard aircraft parking of A-10 Warthog fighter planes.

Site Issues for School System:

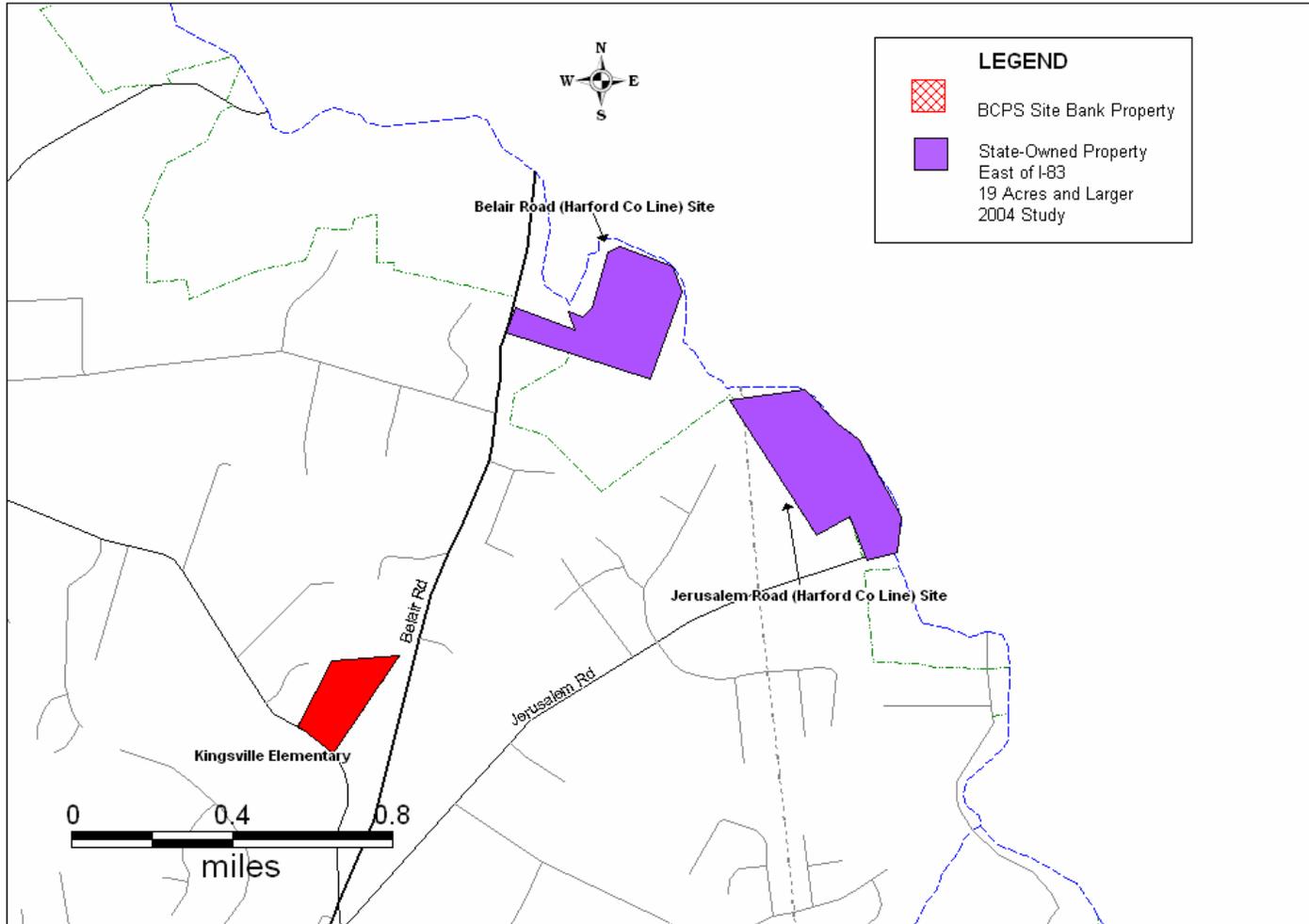
- No changes in the current use of this site are known or anticipated



State Property: Jerusalem Road Site

North of Jerusalem Rd, West of Harford County Line, 58.02 Acres

Jerusalem Road Site (58.02 Acres) and Belair Road Site (19.023 Acres)





State Property: Jerusalem Road Site

North of Jerusalem Rd, West of Harford County Line, 58.02 Acres



Notes:

- Access from Jerusalem Rd
- Zoning RC-5
- Site is adjacent to Little Gunpowder Falls and Harford County Line
- Site is a portion of the Gunpowder Falls State Park
- Site appears low-lying and wooded

Site Issues for School System:

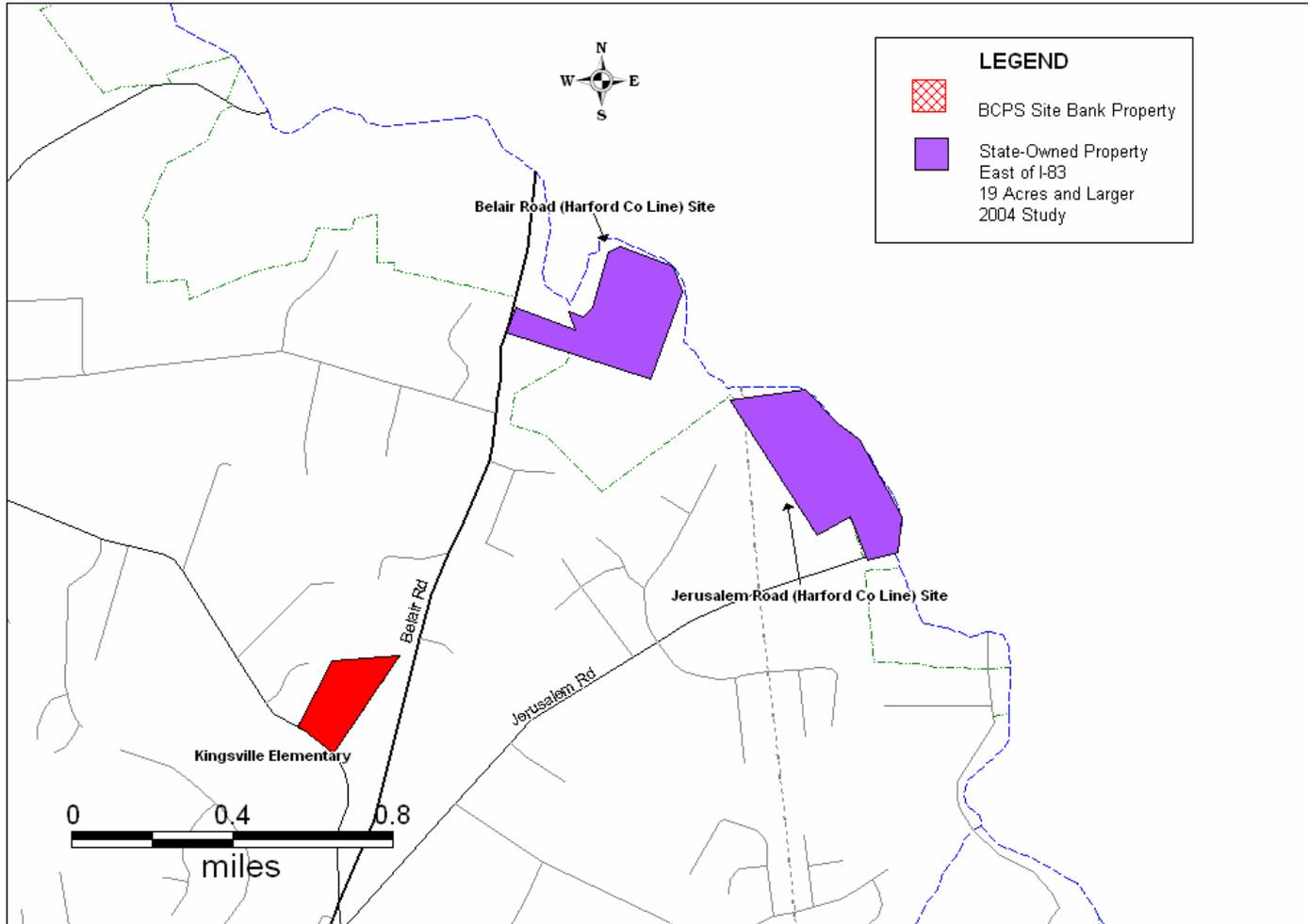
- No water/sewer access
- Location in watershed area would likely have severe environmental constraints on development
- Baltimore County Government/Planning support for development in this area is unlikely



State Property: Belair Road Site

East of Belair Rd, West of Harford County Line, 19.023 Acres

Jerusalem Road Site (58.02 Acres) and Belair Road Site (19.023 Acres)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004

State Property: Belair Road Site

East of Belair Rd, West of Harford County Line, 19.023 Acres



Notes:

- Access from Belair Rd
- Zoning RC-5
- State Highway Administration is current custodian of site
- Site is adjacent to Little Gunpowder Falls and Harford County Line. Site is in Gunpowder Falls State Park
- Site has existing communications tower, salt dome, utility buildings
- Site is partially cleared and flat for existing buildings. Majority of site is heavily sloped and densely wooded

Site Issues for School System:

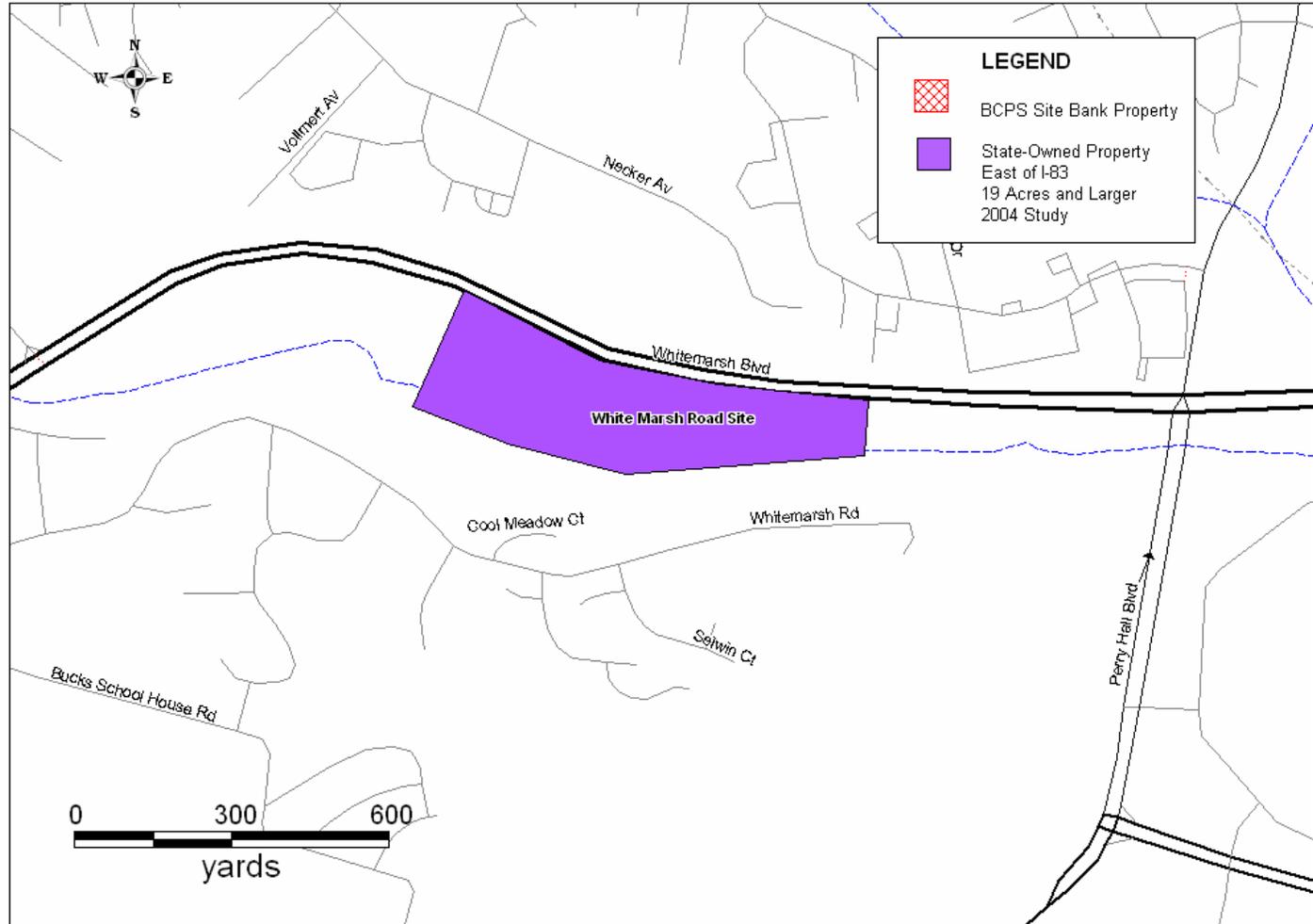
- No water/sewer access
- Location in watershed area would likely have severe environmental constraints on development
- Baltimore County Government/Planning support for development in this area is unlikely



State Property: White Marsh Road Site

North of White Marsh Rd, South of White Marsh Boulevard, 21.768 Acres

White Marsh Road Site 21.768 Acres (Total for 4 adjacent lots)



Prepared by Baltimore County Public Schools
Office of Strategic Planning, October 2004



State Property: White Marsh Road Site

North of White Marsh Rd, South of White Marsh Boulevard, 21.768 Acres



Notes:

- Site has no practical access
- Zoning DR-10.5
- Site is fronted by private single family homes/property.
- Site consists of 4 small adjacent lots, totaling 21.768 acres.
- Site is a heavily wooded, low-lying stream valley between residential homes and White Marsh Boulevard

Site Issues for School System:

- Location in watershed area would likely have severe environmental constraints on development
- Baltimore County Government has expressed interest in purchasing this land to protect White Marsh Run, which runs through the site. Proposed use is a recreational greenway with utility and drainage easements.

Summary of State Properties

- None of the sites presented are viable as school sites of any type due to one or more of the following factors present at each site:
 - o Sites are isolated from practical access by location, or pre-existing obstacles (e.g., railways, highways, airports)
 - o Sites are already being utilized by other agencies
 - o Sites are in environmentally-sensitive areas



Next Steps

- BCPS is in continuing discussions with Baltimore County Government to acquire a portion of the Northwest Area Regional Park
- BCPS will actively pursue leveraged site acquisition with current non-viable BCPS site bank properties in coordination with Baltimore County Government





Northwest Area Regional Park School Site

North of Lyons Mill Rd, West of Deer Park Rd

Approximately 20 Acres, No Commitment for Purchase

Notes:

- Site is approximately 20 acre portion of Northwest Area Regional Park
- Site is beyond URDL Line, but water and sewer connections were recently extended west of Deer Park Rd for Ravens Training Facility
- Site is partially clear, partially wooded with some slopes
- Site appears to contain a driveway and house (condemned and unoccupied)
- As an elementary school site, this could further relieve the New Town area
- Considerations regarding the isolation of area, and location in relationship to growth





Sites to Leverage

- The Office of Strategic Planning consulted with the Office of Physical Facilities, and agreed that the following sites would be reasonable candidates for leveraging.

SITE	AREA	ACREAGE	REASONS WHY SITE IS NOT VIABLE
Larchmont Site	SW	12.82	Inadequate size
Randall Ridge Site	NW	19.99	Environmental issues, Previously rejected as a school site
Carroll Manor Site	C	44.24	No sewer, poor perc test, could likely not support sanitary needs of a school
Crossroads Site	NE	11.07	Inadequate size
Hyde Park Site	SE	18.27	Environmental issues, Critical Bay Area
Turkey Point Site	SE	35.00	Environmental issues, Critical Bay Area

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

November 23, 2004

RETIREMENTS

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/OFFICE</u>	<u>YRS. OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Shirley Campbell	Paraprofessional	Perry Hall Middle	19.0	7-01-04
Norma Sears	Bus Attendant	Transportation	14.1	10-01-04

As of 11/05/04

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

November 23, 2004

RESIGNATIONS

SECONDARY – 3

Franklin High School

Thomas J. Keyes, 10/25/04, 7.0 mos.

Holabird Middle School

Deborah L. Wyrick, 11/05/04, 2.0 mos.

Woodlawn High School

Nailah Salaam, 10/22/04, 9.0 mos.

SEPARATIONS FROM LEAVE – 1

Guy C. Fowl, granted Military Leave, 07/04/03 – 06/30/04, resigning 07/01/04, 6.0 yrs.

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

November 23, 2004

LEAVES

CHILD REARING LEAVES

WENDY STORMS LAKENAN – Timber Grove Elementary School
Effective December 11, 2004 through June 30, 2006

RESCIND CHILD REARING LEAVE

JENNIFER WOLF STEFANOSKI – Lansdowne High School
Effective November 28, 2004 through June 30, 2005

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

November 23, 2004

DECEASED

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

DIANE O. DICKERSON

Elementary Classroom Teacher
Cedarmere Elementary School
October 31, 2004

CARLTON NIVENS

School Bus Driver
Kenwood Truck Center
October 17, 2004

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 23, 2004
TO: **BOARD OF EDUCATION**
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: **RECOMMENDATIONS FOR AWARD OF CONTRACTS**
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
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 – November 23, 2004**

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

- 1. Contract:** Active and Retiree Basic Life, Optional Life, Retiree Life Buyout
Bid #: JNI-754-05

Term: 4 years and 8 months **Contract Ending Date:** 9-01-09 (tentative)
Estimated award value: \$18,060,000

Bid issued: July 29, 2004
Pre-bid: August 09, 2004
Bid due date: August 26, 2004
No. of vendors issued to: 10
No. of bids received: 5
No. of no-bids received: 4
No. of non-responsive: 1

Description:

In 1984 Baltimore County Public Schools (BCPS) established a trust to hold certain insurance reserves under a MetLife Group life insurance policy. This trust is known as the Voluntary Employee Benefits Association (VEBA) which was established as a life insurance premium stabilization reserve for BCPS employees and to otherwise fund the cost of maintaining group life insurance coverage for employees. In September of 2002 all Contributions to the VEBA Trust from the Board of Education and BCPS employees ceased. Following legal research into the matter, these funds were determined to be employee, not employer funds, thereby limiting the use of the VEBA Trust to benefit those current and retired employees who contributed to the trust.

Subsequently BCPS retained the consulting services of the Warner Companies, Inc. of Timonium, Maryland. They were asked to look into the following issues:

- Evaluate the best use(s) of the Voluntary Employee Benefits Association Assets (VEBA). Should the trust be continued or terminated? If it were terminated what was the best use of the funds? What would the distribution be?
- Is the current Group Term Life Insurance Program plan design competitive?
- What recommendations for possible improvements to the insurance benefits for employees of the school system should be considered?

Requests for Proposals were sent out to vendors in the life insurance market. The companies returned their proposals, which were summarized by the Warner Companies, and the summarized results were presented to a committee of BCPS employees and

representatives of the unions: Kathleen Harmon, Benefits Manager; Pat Fannon, Controller; Jack Nichols, Purchasing Agent, Bob Anzels with TABCO/BACE, Lora Williams and Denise Keller with AFSCME. This committee evaluated the proposals, and selected the proposal that was determined to be the best value for BCPS employees and the Board. This proposal permitted the Board to increase the basic life insurance benefit to current BCPS employees from \$10,000 to \$15,000 while reducing the premium cost to the Board.

It was also determined that the best option for the VEBA distribution when terminated was a paid up life insurance policy for each retired employee. The assets in the trust permitted BCPS to purchase approximately \$2,500 of paid up life insurance for each retiree while keeping the rate charged each retiree the same through the term of the contract.

Recommendation:

That the Board of Education approve the award contract for life insurance to Metropolitan Life Insurance Company effective December 1, to transact the VEBA Trust Buy-out, and effective January 1, 2005 for the employee life insurance.

Metropolitan Life Insurance Company New York, NY

Responsible school or office: Office of Benefits

Contact Person: Kathleen J. Harmon

Funding source: \$7,000,000 VEBA Trust (one time expense)
\$3,929,000 Board of Education (56 mos.)
\$7,131,000 Employee Cost (56 mos.)

2. Contract: Elevator Maintenance and Repair (Extension)
Bid #: 5-535-02
(Baltimore County Government—203397)

Extension: 7 years remaining **Contract Ending Date:** December 3, 2011 (tentative)
Estimated annual award value: \$200,000
Estimated total award value: \$1,400,000

Description:

On December 4, 2001, the Baltimore County Board of Education approved a Baltimore County government contract to provide contracted services for elevator maintenance and repair. The contract allows for nine additional one-year options. The Office of Maintenance would like to obtain services through the full term of the contract.

Recommendation:

Extension of contract is recommended to:

Otis Elevator Company

Baltimore, MD

Responsible school or office: Office of Maintenance

Contact Person: Cathy Burns

Funding Source: Capital Budget and Operating Budget

3. Contract: Library Reference Software
Bid #: JNI-123-99

Term: 3 years **Extension:** 2 years **Contract Ending Date:** 10/ 10/09 (tentative)
Estimated annual award value: \$62,375
Estimated total award value: \$311,875

Description:

In July, 1999, the Office of Library Information Services recommended the adoption of an on-line reference and research service for use in high school libraries. The Board of Education approved the award of contract for the on-line services to The Gale Group, Farmington Hills, MI, as an extension of their proprietary reference/subscription services. The services include references on: contemporary authors, literary criticisms, and plot summaries; compare/contract features for authors and subjects; and full-text academic journals. This service was not continued for the school year 2003-04 because of the escalating cost per school.

The Office of Library Information Services would like to readopt The Gale Group on-line subscription service for the 25 high schools at a price of \$2,495 per high school. This cost is \$623 less per school than that paid in 2002-03. The current cost also includes remote access for home use, and training for the individual schools.

Recommendation:

Award of contract is recommended to:

The Gale Group

Farmington Hills, MI

Responsible School or Office: Office of Library Information Services

Contact Person: Arthur Stritch

Funding Source: Individual high school's operating budget

4. Contract: Locksmith Services (Extension)
Contract #: 3-322-00

Extension: 1 year
Contract Ending Date: 12/31/05 (tentative)
Estimated total extension award value: \$100,000

Bid issued: October 7, 1999
Pre-bid meeting date: October 21, 1999
Due date: November 4, 1999
No. of vendors issued to: 10
No. of bids received: 3
No. of no-bids received: 1

Description:

On November 23, 1999, the Baltimore County Board of Education approved a five-year contract to provide for locksmith services. This contract is due to expire December 31, 2004. The contract's terms and conditions allowed for a one-year extension.

Recommendation:

Recommend a one-year extension to:

Easters Lock & Key Service, Inc. Baltimore, MD

Responsible school or office: Office of Comprehensive Maintenance and Construction

Contact Person: Cornell Brown

Funding Source: Operating Budget

5. Contract: Universal Life Insurance Benefit
Bid #: JNI-754-05

Term: 4 years and 8 months **Contract Ending Date:** 9-01-09 (tentative)
Estimated award value: \$1,633,000

Bid issued: July 29, 2004
Pre-bid: August 09, 2004
Bid due date: August 26, 2004
No. of vendors issued to: 10
No. of bids received: 6
No. of no -bids received: 3
No. of non – responsive: 1

Description:

Following a recommendation from the Department of Human Resources, the Warner Companies, Inc. of Timonium, Maryland, were retained to provide recommendations for possible improvements to the insurance benefits for employees of the school system.

The Warner Companies and the Office of Purchasing sent out Requests for Proposals to vendors in the life insurance market. The companies returned their proposals which were evaluated by the Warner Companies, and the evaluation results presented to a committee of BCPS personnel: Kathleen Harmon, Benefits Manager; Pat Fannon, Controller; Jack Nichols, Purchasing Agent; and representatives of the Unions. This committee reviewed the proposals as evaluated by the Warner Companies, and selected the insurance proposals that were the best buy for BCPS. The finalists were then asked to submit a *best and final* offer, and to present that offer to the BCPS Committee.

Recommendation:

That the Board of Education approve the award contract for universal life insurance to ING Employee Benefits, Reliastar Life Insurance Company, effective January 1, 2005.

ING Employee Benefits, Reliastar Life Insurance Minneapolis, MN

Responsible school or office: Office of Benefits

Contact Person: Kathleen J. Harmon

Funding Source: 100% of cost paid by employee (voluntary)

6. Contract: Various Grounds Equipment
Bid #: JMI-611-05

Term: 5 years **Extension:** 0 **Contract Ending Date:** 12/31/09 (tentative)
Estimated annual award Value: \$200,000
Estimated total award value: \$1,000,000

Bid issued: September 23, 2004
Pre-bid meeting date: N/A
Due Date: October 21, 2004
No. of vendors issued to: 15
No. of bids received: 11
No. of no-bids received: 0

Description:

Awards of contract are recommended to the following bidders to supply various categories (e.g., mowing equipment, utility vehicles, etc.) of grounds equipment on an as-needed basis. Awards are based on the most favorable *percentage-off list* for each manufacturer within each of the 13 equipment categories.

Recommendation:

Award of contract is recommended to:

Baltimore Turf Equipment	Towson, MD
Bobcat of Baltimore, LLC	Baltimore, MD
G.L. Cornell Company	Gaithersburg, MD
John Deere Company	Cary, NC
Lawn & Power Equipment	Bethesda, MD
Lesco, Inc.	Strongsville, OH
Liberty Discount Lawn Equipment & Appliicance, Inc.	Upperco, MD
Security Equipment Company	Baltimore, MD
Suburban Sales & Rental Center	Cockeysville, MD
Turf Equipment and Supply Company, Inc.	Jessup, MD
Walter G. Coale, Inc.	Churchville, MD

Responsible school or office: Division of Physical Facilities, Grounds Services

Contact Person: Dennis Elkins or Roland Nickoles

Funding Source: Operating Budget

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 23, 2004

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: **AWARD OF CONTRACT – FOUR CLASSROOM RENOVATIONS AT EASTERN TECHNICAL HIGH SCHOOL**

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

RESOURCE PERSON(S): Richard H. Cassell, P.E., Administrator
Office of Engineering and Construction
Clarence H. Foard, Mechanical Engineer
Office of Engineering and Construction

RECOMMENDATION

That the Board of Education approves an award of contract.

Award of Contract – Four Classroom Renovations at Eastern Technical High School.

Appendix I – Recommendation of Award of Contract

**Recommendation for Award of Contract
Four Classroom Renovations at Eastern Technical High School
November 23, 2004**

On November 4, 2004, six (6) bids were received for the Four Classroom Renovation project at Eastern Technical High School – Bid # PCR-273-05. This project consists of subdividing a large unused shop room into four individual classrooms, each having individual climate controls. A summary of the bids received is attached. Based on the bids received, the Department of Physical Facilities recommends an award of contract to RWC Contracting Corporation, in the amount of \$422,718.00, for the Base Bid plus Add Alternates #1, #2, #3, and #4. These Add Alternates include the installation of additional marker boards, tack boards, cabinets, shelving, wardrobes, windows, and the completion of the fourth classroom.

At this time, we also request approval of a 10% Change Order Allocation in the amount of \$42,271.00, to cover any unforeseen conditions and minor changes to the contract, to be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for this project is available in Capital Budget Project #666 – Code Updates/Alterations.

**Baltimore County Public Schools
Eastern Technical High School – Four Classroom Renovations
Bid Number: PCR-273-05
Bid Due Date: November 4, 2004**

BIDDERS' NAMES	BASE BID	ADD ALT #1	ADD ALT #2	ADD ALT #3	ADD ALT #4	BASE BID PLUS ADD ALT #1, #2, #3, and #4
RWC CONTRACTING CORPORATION	\$364,800	\$3,425	\$11,521	\$5,345	\$37,627	\$422,718
MIRABILE CONSTRUCTION CO., INC.	\$345,500	\$7,100	\$33,600	\$12,000	\$46,800	\$445,000
JERRY DE BAR CONSTRUCTION, INC.	\$399,900	\$5,500	\$11,300	\$7,200	\$39,700	\$463,600
NORTH POINT BUILDERS CO., INC.	\$429,200	\$3,400	\$12,000	\$7,900	\$32,700	\$485,200
HUNTINGTON & HOPKINS, INC.	\$425,100	\$10,780	\$12,375	\$9,460	\$53,250	\$510,965
J.A.K. CONSTRUCTION CO., INC.	\$503,000	\$4,000	\$17,000	\$49,000	\$75,500	\$648,500

ADD ALT #1: Add marker boards, tack boards, tack strips, and map rail in three classrooms

ADD ALT #2: Add storage cabinet, book shelves, teacher's wardrobe, projection screen, and TV/VCR bracket in three classrooms

ADD ALT #3: Add windows in two classrooms

ADD ALT #4: Add finishes, mechanical, and electrical work in one classroom (painting, flooring, ceiling, air conditioning system and lighting fixtures)

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 23, 2004

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: **AWARD OF CONTRACT – FINAL GRADING (2-B) AT WINDSOR
MILL MIDDLE SCHOOL**

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

**RESOURCE
PERSON(S):** Richard H. 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 the Award of Contract.

Award of Contract – Final Grading (2-B) at Windsor Mill Middle School

Appendix I – Recommendation of Award of Contracts

**Recommendation of Award of Contract
Final Grading (2-B) at Windsor Mill Middle School
November 23, 2004**

On November 4, 2004, bids were received for the Final Grading (2-B) Package associated with the construction of Windsor Mill Middle School - Bid # PCR-274-05. Attached is a summary of the bids received. The Department of Physical Facilities recommends approval of an Award of Contract to the lowest responsive bidder, Urban N. Zink Contractor, Inc., for the Final Grading (2-B) Package, in the amount of \$2,702,600.00.

At this time, we also request approval of a 10% Change Order Allocation in the amount of \$270,260.00, to cover unforeseen conditions and minor changes to the contract which will be authorized and approved by the Building Committee in accordance with Board Policy.

Funding for this project is identified in the County Capital Budgets as Project #091 – Windsor Mill Middle School.

Baltimore County Public Schools
Final Grading (2-B) at Windsor Mill Middle School
Bid Number: # PCR 274-05
Bid Due Date: November 4, 2004

		Bidders' Names	
		Melvin Benhoff & Son, Inc.	Urban N. Zink Contractor, Inc.
BASE BID		\$3,180,000.00	\$2,497,700.00
<i>Alternate No. 28 - Amphitheatre</i>	<i>Rejected</i>	\$53,500.00	\$45,500.00
<i>Alternate No. 29 - Sod at Infields</i>	<i>Rejected</i>	\$5,700.00	\$5,100.00
<i>Alternate No. 30 - Walks/Benches/Fencing to Northern Fields</i>	<i>Accepted</i>	\$20,200.00	\$21,500.00
<i>Alternate No. 31 - Tennis and Multi-Purpose Courts</i>	<i>Accepted</i>	\$115,400.00	\$131,300.00
<i>Alternate No. 32 - Long Jump Runways</i>	<i>Accepted</i>	\$17,500.00	\$13,600.00
<i>Alternate No. 33 - Water Testing in Mains</i>	<i>Rejected</i>	\$7,000.00	\$1,700.00
<i>Alternate No. 34 - Maintenance of Traffic During the Widening of Windsor Mill Road</i>	<i>Accepted</i>	\$14,700.00	\$38,500.00
Base Bid Plus Alternates No. 30, No. 31, No. 32 and No. 34		\$3,347,800.00	\$2,702,600.00

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 23, 2004
TO: **BOARD OF EDUCATION**
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: **AWARD OF CONTRACT – GAS AND ELECTRIC SERVICE AT WINDSOR MILL MIDDLE SCHOOL**

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

RESOURCE

PERSON(S): Richard H. 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 an Award of Contract.

Award of Contract – Gas and Electric Service at Windsor Mill Middle School

Appendix I – Recommendation of Award of Contract

Appendix I

Recommendation of Award of Contract Gas and Electric Service at Windsor Mill Middle School November 23, 2004

Windsor Mill Middle School is currently under construction. Baltimore Gas and Electric (BGE) has investigated our request to install gas and electric service to this new school and is requesting \$19,131.00 to design and perform the installation.

At this time, the Department of Physical Facilities recommends an Award of Contract with BGE in the amount of \$19,131.00 to perform the utility installation.

Funding for this project is available in County Capital Budget Project #091 – Windsor Mill Middle School.

Minutes
SW Education Advisory Meeting
Pre-Budget – October 20, 2004
Lansdowne High School

Council Attendees:

Brian Bailey	Dr. Richard Milbourne
Sarah Chavis	Lisa Orens (chair)
Elizabeth Lee	Ashley Palaigos
Sharon Loving	Debbie Phelps
Sam Macer	

Public Meeting called to order at 7:05 pm by Dr. Richard Milbourne.

Attendance: Approx 40
Speakers: 20
Reports: 4

Thanks extended to all in attendance. With idea in mind that the meeting should be thought of as a needs assessment, expressed pleasure at seeing so many in attendance. Introductions made to Michael Kennedy, County Board of Education (BOE); Nicholas Camp, BOE Student Rep; Roger Jensen, BOE; Charles Herndon, Office of Communications Director; Michelle Pumo, Health Services Coordinator; Don P, Executive Director Human Resources; Bill Wingerd; Lin Cassell, Title 1; Ghassan Shah, Office of Strategic Planning; Charlene, Career and Technology; Steve Warner, Professional Development; Diane McGowan, Coordinator of Placement; Barbara Burns, Physical Services; Dr. Gwen Grant, Secondary Education; Deb Phelps, Southwest Area Office; Jan Thomas, PTA Council; Mary Pat Kale, PTA Council; show of hands for Principals from 7 SW area schools.

Purpose of Meeting Stated at 7:10 by Lisa Orens.

Thanks extended to Principal DeHart for hosting the meeting in the school's library. Thanks extended to all in attendance, as this important meeting is a time the EAC gets to hear community concerns and direct them back to the BOE thru minutes that record all presentations. Distinction between operation and capital budget cycles made with request to state if presentation is capital budget related, as that is separate cycle. Capital budget requests will be communicated to the BOE. Stated speaker time limit of 3 minutes; speakers to be called in order of sign in, followed by EAC members, then adjournment of pre-budget meeting followed by business meeting. SWEAC members introduced.

Speaker: Denise Cutair – Teacher, Powhatan Elementary

Request made to consider and recognize need to budget to staff for smaller class sizes. Currently in fourth year teaching, 2003-04 class size was ten (10). This year, student-teacher ratios are as follows: kindergarten and first grade is 27:1 (17:1 last year), third grade is 30:1 vs. 22:1 last year. No Child Left Behind entitles students to small class size.

Speaker: Angela Kelly – PTSA Catonsville Middle

Several teachers in 0.8 FTE positions have left the county because of a need for a full time salary. Request made to increase budget to allow positions to be increased to 1.0 FTE. Additional "come

back” classes have been created with up to 40 students per class demanding more of teachers’ time. Principal and assistant principal salaries not increased much last year therefore expressed concern that some will move to Howard and Anne Arundel counties for more competitive salary. Lastly, funding is needed for text books as math books in particular are in bad shape.

Speaker: Nasasha Parker – Parent, Woodmoor Elementary

Request made to increase salary budget. Kindergarten and Pre-K have classroom aid, bur after kindergarten, class size increases and there is no longer an aid. Additional request made to fund replacement windows, as current windows do not open. With no air conditioning, children with respiratory problems often do not attend in the heat and replacement window that open would assist attendance. Third request made for a canopy to provide cover from inclement weather.

Speaker: Tracey Cyr and Bailey Weinkam – Parent and Child, Westchester Elementary*

Request made for funding for Intermediate Adaptive class. Currently, Westchester has self-contained primary adaptive class for first thru third grades. Students are diploma bound and in need of structure provided by adaptive classes. Westchester is home school for current class of seven (7) students but all would have to transfer to Catonsville Elementary School for Primary Adaptive class. If required to transfer, move to new school, new bus, strange cafeteria, new teachers and new relationships would put these children at a disadvantage compared to children in other adaptive programs in the SW. Eight (8) of nine (9) schools in SW that have adaptive programs have both primary and intermediate, with Westchester as the only exception.

Speaker: Mark Weinkam – Parent, Westchester Elementary*

Request made for funding for Intermediate Adaptive class. Speaking as representative for several parents and students from the Primary Adaptive class at Westchester, submitted petition for addition of Intermediate Adaptive class to service fourth and fifth grades. Children in these programs need small class size. Daughter, Bailey, attended Villa Cresta for two (2) years of Pre-K spending several hours on a bus because it was the only county program to meet her needs. Attended kindergarten at Hillcrest Elementary and is now “blooming” at Westchester. Another move would be unfair, considering there will be a need to move again in two (2) years after completing elementary school. Additional funding to add a Primary Adaptive class at Westchester would provide a fair chance for Westchester students, an equal chance as compared to other Primary Adaptive students in the SW.

Speaker: Fred Ludwig – Career and Technology Advisory Council*

Request to increase budget of \$837,000 that has been the same for four (4) years. Career and Technology programs service over four thousand students who are ready to enter the workforce at graduation. Eighty-three percent of operating budget is for staff development and equipment. New and ongoing requests include \$44,000 for the EMS program at Woodlawn HS, \$40,000 for books, supplies for the Finance program at Randallstown, and \$20,000 over the next two (2) summers for a Dell Computer program

Speaker: Alex Clough – GT Resource Teacher, Johnnycake Elementary

Request made to increase funding for Catalyst Program, which currently provides 0.5 FTE. Since implementing the program, test scores have risen and there is more reliable targeting of GT students at a younger age so they can be more fully identified across kindergarten thru second grade. This has raised the expectation for all students. School is also working to raise awareness of parents.

Primary Talent Development for kindergarten thru second grade used to find more GT students who might otherwise be missed.

Speaker: Vicki Yurek-Gordon, Dogwood Elementary

Request made to increase funding for staffing. Over 600 students are serviced. Currently there are two (2) inclusion teachers, increased from one (1) last year, but even more is needed. Speech/language position is now at 0.8 FTE, not 1.0 (Title 1 status resulted in loss of 0.2 FTE to this position). Desire is to assess student need at younger age, but this impacts staff and is therefore offset by desire to maintain quality service.

Speaker: Carla Tucker, Dogwood Elementary

Request is believed to be for capital funding cycle. After five (5) years of operation, six (6) relocatables have become a permanent fixture. Students slip on rocky path leading from building and request therefore is for a canopy covering to protect students when walking to trailers. Additionally, students are carrying the teacher's key to let themselves into the building to use restrooms; this presents a safety issue for all schools with relocatables.

Speaker: Natalie Racks – Parent, Powhatan Elementary

Request made for funding increase to provide more teachers resulting in smaller class sizes. Third grade has two (2) teachers with 29 or 30 students each; all grades understaffed.

Speaker: Kerrie J Lagon – Acting PTA President and Secretary, Edmondson Heights Elementary

Gratitude extended for facilities improvements, but request made for funding to increase staff to take full advantage of improvements. With over seven hundred students, 90-100 reside in multi-family dwellings. A full time social worker would be able to address emotional needs and behavior concerns of students. Additionally, a Focus Room staff member is needed to keep students out of the office and in a classroom. Lastly, request made for funding for second assistant principal to assist with administrative paperwork.

Speaker: Yvonne Nelson, Edmondson Heights Elementary

Gratitude again extended for facilities improvements, but request made for funding to increase staff. About 15% of student population lives in multi-family dwellings, many of who are foster children in need of a social worker. Additional funding to provide focus room staff member and second assistant principal requested.

Speaker: Veda Jefferson – Lansdowne High

Expressed concern over faculty salaries. Does not want to see quality teachers and staff leave due to salary concerns.

Speaker: Jody Wallace – Chair, ABC (Advocates for Baltimore County) Music

Request made for continued support of quality music programs. Research sites positive links between music and learning. Request made that display of support would be shown by increasing budgetary funding to ensure instruments could be adequately repaired every year. Repair funding us typically spent by November of each year.

Speaker: Daric Jackson – Woodlawn High

Request made to decrease class size, especially in math, English, and government (social studies) by hiring more staff and to find better ways to recruit and train teachers. Additional request for

funding a “Campus Supervisor”, someone to be responsible for continuously monitoring the campus daily both inside and out. Many students linger after school hours, so additional request made for funding to increase and improve after school activities and to allow transportation for after school activities. Final request made for funding for speaker in the hallways to allow students to hear bells and therefore improve tardiness.

Speaker: Ori Shabazz – PTSA President, Woodlawn High

Acknowledgement made of professionalism and service provided by health professionals, particularly nurses at Edmondson Heights Elementary and Southwest Academy. Request to cap class size, provide assistance in cafeteria, and supply test books. Regarding books, several are not returned at year-end therefore each year begins with short supply. It is difficult to encourage students to achieve if they do not have a textbook.

Speaker: Elizabeth Lee – Southwest Advisory and Parent, Catonsville Elementary

Expressed concern for air quality, particularly when 400+ students are in gymnasium with the doors closed and no air conditioning.

Speaker: Brian Bailey – Southwest Advisory Council

As a former student member of the EAC, gratitude expressed for number of persons displaying commitment to education as exemplified by attending.

Speaker: Sharon Loving – Southwest Advisory and Parent, Woodbridge Elementary*

Short-term request for adequate locks to be placed on storage rooms used for required lock down safety drills; long term request for consideration to revisit open space concern as Woodbridge is only school of purely open space design as reported by Strategic Planning.

Speaker: Michael Kennedy – County Board of Education

Addressed audience to remind attendees that BOE is not fiscally independent but rather relies on County Executive’s Office. Request made to rally in support of Thornton Funding not only to the County Executive’s Office, but the Governor’s Office as well.

Public meeting closed by Lisa Orens at 8:03pm and all speakers, attendees and BOE members thanked. Thanks also extended to Mr. Thomas DeHart for hosting. Reminder made that all information shared at the hearing goes to the Board of Education. Good things happen every day in BCPS and parent involvement is important. Our schools are educating future adults of our communities. Informed attendees that Councilman Moxley and County Executive Smith are meeting simultaneous to this meeting to discuss education. Reminded all that it is important to work together. Encouraged everyone to find something good in the school system and promote it.

Public meeting adjourned at 8:08pm.

*Indicates report provided by presenter.

Business meeting called to order at 8:37 pm by Lisa Orens

Members in attendance: Brian Bailey, Sarah Chavis, Elizabeth Lee, Sharon Loving, Sam Macer, Dr. Richard Milbourne, Lisa Orens (chair); others in attendance: Jody Wallace

1. Member discussion:
 - ⌚ Introduction made to Sarah Chavis, student member from Lansdowne High.
 - ⌚ Introduction made to Ashley Palaigos, student member from Catonsville High.
 - ⌚ Introduction made to Elizabeth Lee, newest member.
2. Dr. Milbourne indicated that Judy sent a request to all area principals to request support through attendance.
3. Lisa used Tracey Cyr as an example of how one member can make a difference. She explained that Tracey is a former member who brought to light many issues based on the needs of her own children.
4. Dr. Milbourne reported that there is an effort underway to get all special education children returned to their home school. As an example, over forty students previously at Owings Mills have been returned to Woodlawn.
5. Johnnycake was mentioned as example of change possible from converting to full day kindergarten. Sharon questioned plans to convert Woodbridge in 2005, explaining that she learned at a PTA meeting that Facilities will not sign off on Woodbridge as being ready in its current state, partly due to open space as a concern since there is no place to put an additional class that meets kindergarten qualifications. Referral was made to Kathy McMahon who is handling the full day kindergarten transition by 2007, in part to determine the possibility of a delay at Woodbridge from the suggested 2005 date.
6. Dr. Milbourne indicated that “State of the Area” address could be given at a meeting soon based on a meeting of the previous evening. Discussion ensued regarding the following:
 - ⌚ All 20 elementary schools in SW met adequate yearly progress (AYP) and Johnnycake exceeded in all areas.
 - ⌚ AYP met by 2 of 4 middle schools
 - ⌚ AYP met by 3 of 4 high schools
7. Lisa questioned possibility of foster care issues contributing to failure to meet AYP. Dr. Milbourne indicated he did not believe this to be a factor.
8. Lisa reported that a parent express concern over replacement windows, particularly at Southwest Academy and Johnnycake Elementary. Dr. Milbourne indicated over \$30,000 has been spent for windows at Johnnycake Elementary. Because the windows are being vandalized repeatedly, there is an effort underway to involve the community in solving this concern as BCPS cannot afford to continue to spend this kind of money on window repair.
9. Sharon questioned the status on the Windsor Mill Middle School project and Dr. Milbourne reported that a ground breaking ceremony occurred several months ago. The school should be operational in 2006. Sam reported that he heard reference on a radio discussion that this might be a NW school. Dr. Milbourne indicated that while students from Old Court would likely be

included, a redistricting would occur effecting Woodlawn Middle and Southwest Academy, making this a SW school. The elementary schools likely impacted by a redistricting would include Winfield, Chadwick and Dogwood. Sam questioned how soon the boundaries would be decided with a response that committees would be set by this time next year.

10. Lisa questioned what is occurring with the Transition Center and it was reported that it is delayed pending inclusion of special education students.
11. Elizabeth questioned possibility of foster care students being allowed to finish out a school year after being placed with a foster family by BC providing transportation. She believes this to be modeled in Montgomery County with the benefit to the student that change is limited. Discussion ensued with some agreement that, if considered, this would be a case-by-case decision.

Business meeting adjourned approximately 9:31 pm.

Respectfully submitted,
Sharon Loving
Secretary, SW Education Advisory Council

**North West Advisory Council Pre-budget Hearing
October 21, 2004**

We had twenty-two citizens testify during our pre-budget meeting. It was evident through the testimony of several individuals that many were pleased with past help that has been given to the individual schools for various projects. Many thanked the board for this support.

That said, there are several areas that still need to be addressed. These items are not in priority order, but are all areas of need.

- Facilities continue to be a big issue. The bathrooms in many of the older buildings are in deplorable condition (tiles are missing, stall doors missing, paper towel holders broken and sinks broken). Our students' health is at risk. These facilities cannot be properly cleaned and sanitized. These conditions should be easily remedied and would go a long way to improve the morale in some of our most challenging, neediest schools.
- Maintenance in our buildings has not been properly addressed. Many schools are understaffed and regular cleaning is not taking place. Budget cuts have regularly burdened the custodial staffs. We must become proactive and maintain our buildings before the repairs become so costly that we cannot fix the problems.
- Air conditioning is an ongoing problem and some schools asked for units for certain areas until the entire air conditioning needs of the schools can be met. Areas have been recorded with temperatures greater than 100 degrees. Some health suites are without air conditioning units, which directly impacts the health of our students and staff who seek health services.
- Teacher and staff salaries continue to be a vital concern for attracting the most highly qualified teachers for our schools. We need to become highly competitive to allure teachers and retain them in our county.
- Assistants in kindergarten classes, especially in light of the new curriculum requirements, are imperative. The teachers are struggling to meet the individual needs of each child at the same time they are taking care of the rest of a class of young learners.
- Staffing is badly needed for classroom tutorials and after school programs. These programs are essential to properly address the needs of all students effectively. We assess the student needs, but don't provide the necessary resources to help those students we have identified as needing extra assistance.
- There are still transportation issues in some schools that have double bus shifts. Some children are made to wait for up to an hour for the bus to return to school. This is a recipe for trouble when the children are just waiting around for the bus to transport them home.

- Many schools are still struggling with copying issues. Copiers that don't work or are not large enough to handle the tasks required are still evident in buildings. Because of the demands, especially in the elementary curriculum, the paper being used is eating large parts of the individual school budgets, leaving less for other important items.
- Technology needs continue. Upgrades are continually needed to keep the technology up to date in our schools. Owings Mills High School is in need of an updated Mac Lab for their award winning newspaper. Chances are that other high schools are in similar situations for their school newspapers. Our technology should be kept up to date and functional to provide our students with the best possible education.
- The last item is the music program. Several people spoke to the issue of upgrading, repairing and refurbishing instruments and making sure space is adequate for the music programs to function. The music program in general needs to be fully funded. The gains that children make academically because of music have been well documented.

We know that priorities need to be set when making a budget. However, when some items are ignored year after year it becomes less cost effective than to have maintained those items regularly.

The council wishes to thank you for working on these issues.

Respectfully submitted,

Northwest Advisory Council
Abby Beytin, Chair

CENTRAL AREA EDUCATIONAL ADVISORY COUNCIL

Baltimore County Public Schools
6901 North Charles Street
Baltimore, Maryland 21204
(410) 887-3172

To: Baltimore County Board Of Education**Date: October 21, 2004****From: Central Area Educational Advisory Council****RE: Pre-Budget Hearing Report**

The pre-budget hearing for the Central area was held on October 18, 2004 at Ridley Middle School.

We have prepared this report for your review and consideration. We have organized the report into the following three sections and attached an appendix that contains the written testimony of any speakers who provided such testimony:

- I. Introduction -States the purpose and highlights major issues of concern
- II. Information and Summarized Testimony -Statistical information about the hearings and excerpts from the testimony of individual speakers by school category or issue where appropriate.
- III. Summary and Recommendations

I. INTRODUCTION

A. Purpose—The Central Area community voiced their concerns about what they believe the priorities should be for the next operating budget for their school system. The pre-budget hearing serves as the primary opportunity for citizens to express their opinions directly about the budget. We urge the Board to give careful consideration to the testimony and recommendations in this report. Giving serious consideration to citizen input maintains the Board's connection to the community it serves and contributes to a high quality educational system for our children.

B. Issues-- We have listed the issues presented in priority order, provided a rationale along with the Council's recommended action for that issue. We believe these items require the Board's immediate attention and should be considered priority items for funding in the next operating budget.

1. **Equity among schools** – This was a common thread that ran through the comments. Smaller schools feel penalized for their size because it limits their funding. No extra sources of special revenue are available for most of these schools. Baseline staffing requirements for all schools should be reviewed. All elementary schools do not have full time Physical Education (PE) teachers and Assistant Principals. These positions are based on student population and smaller schools are disadvantaged. Kindergarten classes are felt to be large and because our smaller schools do not qualify for extra dollars to hire Instructional Assistants (IAs) like other schools, these students are penalized. This same argument of the inability to merge dollars to boost hiring affect the ability of the smaller elementary schools to secure at least a halftime technology position. Some elementary schools have a science-math resource teacher to assist with student achievement. All elementary schools should have this resource

- ③ **Recommendation: Review elementary school baseline staffing requirements**
- ③ **Recommendation: All elementary schools should have an Assistant Principal**
- ③ **Recommendation: All elementary schools should also have a fulltime gym teacher**
- ③ **Recommendation: All elementary schools should have a Science-Math**

Resource teacher

- ③ **Recommendation: Consider making the technology position a half-time position for all elementary schools**
- ③ **Recommendation: Review the use of IAs in Kindergarten**

2. **Reduction of class size/adequate staffing-** Class size continues to be a concern of our community. While acknowledging the reduction in elementary school class size that began for grades KG-2, many are still concerned over class size and having adequate staffing. The dollars spent to reduce elementary school class size may well be offset by minimizing the need for remediation in middle and high school.

- ③ **Recommendation: Reduce class size by funding more classroom teachers and either change the formula used to calculate class size or, at minimum, provide a means to add more teachers in schools where particular grades experience large class sizes.**
- ③ **Recommendation: Have a community forum to discuss class size and its formulation so that community is aware of the many aspects that influence class size ratios. Class size reduction is an ongoing subject at pre-budget meetings. To best serve our community and address its concern over this issue; more information needs to be disseminated.**

3. **Salary Increases for Teachers and School Staff -** In order to attract and retain quality staff in a time of increasing competition salary increases for teachers and staff are needed. The state of Maryland hires approximately 8,000 teachers a year. The colleges in MD produce only 2,500 teachers a year. We recruit in 17 different states, hiring approximately 1,000 teachers each year. We are in fierce competition for hiring the brightest and best for our children not only within Maryland but outside of MD as well. It is essential that salaries keep pace with other area school systems if Baltimore County Public Schools are to remain a quality system.

- ③ **Recommendation: Provide funds for salary increases for teachers, administrators, and staff to attract and retain quality personnel**

4. **Career and Technology Education –** The number of students participating in the Career and Technology programs has grown. Funding has remained static. Funds need to be preserved at current level at the very minimum to maintain program.

- ③ **Recommendation: Fully fund the requested 2005-2006 Career and Technology Education budget in order to maintain the quality of the CTE programs.**

5. **Technology Needs –** Many comments from our speakers were about various technology needs. These included updating software to be compatible with the new Dells, upgrading computer labs, meeting peripheral equipment needs, classroom televisions, expanding the use of email as a communication tool between home and school, and hearing testing equipment.

- ③ **Recommendation: Review the technology needs of all schools to create a prioritized list of needs and begin funding**

6. **Limited English Proficiency –**the growth of the English for Speakers of Other Languages (ESOL) program in elementary schools is having an impact on adequate staffing for the program. Rodgers Forge Elementary School has 67 ESOL students (45 students last year) with 1.2 ESOL teachers. Adequate staffing of the ESOL program at all levels is needs. As this very

diverse population continues to grow, BCPS needs to assess how to best meet the needs of this population – especially in light of NCLB.

③ **Recommendation: Increase staffing for ESOL programs at all levels**

7. **Special Education** – Based on the Special Education Audit BCPS needs to improve its Least Restrictive Environment (LRE). Funding is needed to implement these recommendations and to provide adequate and trained staffing for the students in their LRE.

③ **Recommendation: Fund implementation of Special Education Audit recommendations.**

8. **Funding** – The parents and community request that *ALL* of the dollars needed be requested in the budget. Our children needs are not driven by politics and funding, to the contrary, their needs are what should drive politics and funding.

③ **Recommendation: Request the funds needed to maintain BCPS as a quality school system and serve our students well by maintaining high quality staff, facilities and supplies.**

On a final note, several schools addressed facility issues that need to be addressed by the Capital budget. We forward these concerns as well and ask that the appropriate personnel review them.

We commend the Board for their continuing support of the Advisory Councils and for their commitment to an open, inclusive budgetary process. As always, we thank you for your time and effort on behalf of all the students in the Baltimore County Public Schools.

cc: Dr. Joe Hairston, Superintendent
Dr. Christine Johns, Deputy Superintendent of Curriculum and Instruction
Dr. Robert Haines, Deputy Superintendent of Business Services
Rita Fromm, Chief of Staff
Dr. Kim Whitehead, Central Area Executive Director
Barbara Burnopp, Executive Director of Fiscal Services
Executive Director of Physical Facilities
Vicki Schultz-Unger, Coordinator of Area Educational Advisory Councils
Jim Smith, Baltimore County Executive
T. Bryan McIntire, Third District County Councilman
Vincent J. Gardina, Fifth District County Councilman
Joe Bartenfelder, Sixth District County Councilman
Kevin Kamenetz, Second District County Councilman
Kenneth Oliver, Fourth District County Councilman
Samuel Moxley, First District County Councilman
John Olszewski, Sr., Seventh District County Councilman

II. INFORMATION AND SUMMARIZED TESTIMONY

A. Statistical Information

Central Area Educational Advisory Members Attending:	5
Total Number Attending:	57
Number of Speakers:	17
Number Submitting Written Testimony Only:	2
Number of Schools Represented:	11
Number of Special Groups Represented:	4

B. High Schools

1. Carver Center for Arts and Technology

- ☞ Software needed for Dell computers
- ☞ iMac lab needs to switch to Dell computers

2. Dulaney High School

- ☞ Increase teacher salaries to hire and retain highly qualified teachers
- ☞ Overcrowding of school – 4 relocatables
- ☞ Technology needs – classic wing is wired but needs TV DVD's
- ☞ Small vs. larger schools – minimal requirements for both need to be met
- ☞ Ask for all funding that is needed to provide a first class education for students of Baltimore County Public Schools

3. Towson High School

- ☞ Overcrowding of school – 5 relocatables
- ☞ Class size
- ☞ Technology needs – new scanner, copiers, tape recorders,

C. Middle Schools

1. Ridgely Middle School

- ☞ Consistent use of technology as means of communication between home and school
- ☞ Additional staff for library

D. Elementary Schools

1. Fifth District Elementary School

- ☞ Equity issues – due to small size PE position reduce to .7
- ☞ Need fulltime PE instructor – meet national recommended standards, not an

2. Hampton Elementary School

- ☞ Continue to fund new student to teacher ratios to lower class sizes
- ☞ Increase teacher, administrator and support staff salaries to hire and retain highly qualified personnel

3. Jacksonville Elementary

- ☞ Assistant principals needed in all elementary schools
- ☞ All elementary schools need SMART teachers
- ☞ Increase administrators salaries to hire and retain highly qualified administrators

4. Pleasant Plains Elementary School

- ☞ Equity issue – some schools have dollars to fund extra positions
- ☞ Kindergarten needs teacher aides
- ☞ Class sizes too large

5. Pot Spring Elementary School

- ☞ Continue to fund new student to teacher ratios to lower class sizes
- ☞ Increase teacher salaries to hire and retain highly qualified teachers
- ☞ Continue support of technology position and needs

6. Stoneleigh Elementary School

- ☞ Increase in ESOL population means a need for increase in funding and staffing
- ☞ Need full-time reading specialists

7. Timonium Elementary School

- ☞ Increase funding to new Instructional Technology positions so that every elementary school has at least a ½ time position
- ☞ Equity issue- smaller schools can't combine funds as well to optimize use

E. Career and Technology Education Advisory Council

- ☞ Continue funding Career and Technology budget at current level in order to maintain CTE programs.
- ☞ Additional funds needed – Woodlawn High needs teaching position, Randallstown High need textbooks for Finance Academy
- ☞ Funds needed to upgrade and replace equipment

F. Citizen Advisory Council for Special Education

- ☞ Set aside funds for beginning implementation of the Special Education Audit recommendations.
- ☞ Increase funding for closed captioning to comply with FCC reqs
- ☞ Funding needed for disability awareness programs
- ☞ Funding for alternate format of curriculum materials
- ☞ Funding for hearing and testing equipment

G. Baltimore County Education Coalition

- ☞ Salary increase needed for staff
- ☞ Ask for dollars needed from both local and state officials to meet NCLB requirements

H. TABCO

- ☞ Increase teacher salaries to hire and retain highly qualified teachers and staff
- ☞ Improve pension benefits
- ☞ Reduce class sizes to optimize student learning

III. FACILITY CONCERNS

A. **Dulaney High School**

- ☞ Auditorium needs new pit cover & carpeting

B. **Hampton Elementary School**

- ☞ Window replacement

C. **Pleasant Plains Elementary School**

- ☞ Needs air conditioning
- ☞ Completion of renovations

D. **Ridgely Middle School**

- ☞ Needs auditorium

E. **Timonium Elementary School**

- ☞ Needs new windows and doors

F. **Towson High School**

- ☞ Lights need to be replaced in auditorium

IV. SUMMARY AND RECOMMENDATIONS

With the submission of this report and attached testimony, the Central Area Educational Advisory Council strives to fulfill its mission. We have provided community input to the Board of Education as requested with the expectation that the community's concerns will be heard. In our advisory capacity, we urge the Board of Education to do the following as it formulates the operating budget for next year:

- **Review elementary school baseline staffing requirements**
- **All elementary schools should have an Assistant Principal**
- **All elementary schools should also have a fulltime gym teacher**
- **All elementary schools should have a Science-Math Resource teacher**
- **Consider making the technology position a half-time position for all elementary schools**
- **Review the use of IAs in Kindergarten**
- **Provide funds for salary increases for teachers, administrators and personnel to attract and retain quality personnel**
- **Increase staffing for ESOL programs at all levels**
- **Reduce class size by funding more classroom teachers and either change the formula used to calculate class size or, at minimum, give flexibility to provide additional teachers in schools where particular grades experience large class sizes.**
- **Have a community forum to discuss class size and its formulation so that community is aware of the many aspects that influence class size ratios. Class size reduction is a subject consistently raised at pre-budget meetings. To best serve our community and its concern over this issue, more information needs to be disseminated.**
- **Fully fund the requested 2004-2005 Career and Technology Education budget in order to maintain the quality of the CTE programs.**
- **Review the technology needs of all schools to create a prioritized list of needs and begin funding**
- **Fund implementation of Special Education Audit recommendations.**
- **Request the funds needed to maintain BCPS as a quality school system and serve out students well by maintaining high quality staff, facilities and supplies.**

Southeast Area Citizens Educational Advisory Council

- I. Meeting Minutes – September 14, 2004
 - A. Meeting called to order by Chairperson Sandra Skordalos at 7:30 PM
 - B. Attendance – See attachment for attendance roster and personnel information
 - C. Speaker – Frank Pomment (Essex, Middle River White Marsh Chamber of Commerce)
 - 1. Provided a historical background on the Chamber
 - 2. Chamber Educational Committee has fostered the following activities
 - a. Principals breakfast
 - b. Working relationship with Realtor Association to provide information on schools for prospective new residents
 - c. School libraries and technology enhancements
 - 3. Other activities
 - a. Development of scholarships
 - b. Worked with coalitions concerning overcrowding issues
 - c. Work with schools and students to promote entrepreneurial skills and goals
 - 4. Question and Answers Session
 - a. Several questions were brought up concerning the effect of planned revitalization in the Southeast and its impact not only on education but the entire infrastructure of the area.
 - b. There was agreement to the need for revitalization in the Southeast to make it more attractive to businesses and prospective home owners.
 - D. Business Meeting
 - 1. Minutes – None to report
 - 2. Correspondence – Equity and Assurance News brief
 - 3. Old Business – Boyd Crouse will follow up on community members that were recommended for membership to the Advisory Council
 - 4. New Business
 - a. The Stakeholder retreat held in late summer was attended by Council officers. It addressed the following issues:
 - 1) Transition Center
 - 2) School Board Appointment Process
 - 3) Summer reading controversy
 - 4) Capital budget
 - b. Ms. Skordalos participated in the New Teacher Orientation sessions.
 - c. Announcements
 - 1) – Joint meeting of the Area Advisory Councils will be held September 28 at Cockeysville Middle School beginning at 7:00 PM. There will be an opportunity to interface with members of the Board of Education

- d. Board of Education has passed the Advisory Council operating procedures
- 5. Southeast Area Issues and Concerns
 - a. Mr. Crouse stated that he has received numerous inquiries about the existence or development of a policy addressing school closings for extremely hot weather. Jean Satterfield will follow up on this issue.
 - b. General discussion on overcrowding at Patapsco High School
- 6. Executive Director of Schools' Report - The opening of schools for the new year went very well throughout the Southeast area.
- 7. Adjournment – Chairperson Skordalos adjourned the meeting at 9:15 PM

Southeast Area Roster*

<u>Name</u>	<u>Home Address</u>	<u>Telephone Number</u>	<u>E-mail Address</u>
Sandra Skordalos (Chairperson)	2511 Ambler Rd. Baltimore, MD 21222	H (410) 282-6742 W (410) 887-7060 C (410) 446-9459	sskordalos@bcps.org
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Boyd Crouse (Secretary)	529 Holly Hunt Rd. Baltimore, MD 21220	H (410) 335-7824 C (443) 904-4251	boyd.crouse@hotmail.com
Bill Bafitis	1249 Engleberth Rd. Baltimore, MD 21221	H (410) 391-2448 W (410) 391-2336 C (443) 801-9309	bainc@comcast.net
Bob Berkshire	1783 Brookview Rd. Baltimore MD 21222	H (410) 282-2277 W (410) 436-8297	Robert.Berkshire@ameod.army.mil
Alexander Crouse (Student)	529 Holly Hunt Rd. Baltimore, MD 21220	H (410) 335-7824	acrouse529@hotmail.com
Stephen Crum	7310 Gunpowder Rd. Baltimore, MD 21220	H (410) 335-5082 W (301) 688-7091 C (410) 627-8302	SierraChaz@aol.com
Bonnie Saul	1936 Robinwood Rd. Baltimore, MD 21222	H (410) 282-7753	

* This list also documents those who attended the 9/14/04 meeting.