

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, September 9, 2008  
6:00 P.M.-Closed Session, 7:30 P.M.-Open Session  
Educational Support Services Building

I. PLEDGE OF ALLEGIANCE

II. SILENT MEDITATION IN REMEMBRANCE

III. AGENDA

Consideration of the agenda for September 9, 2008

IV. MINUTES

Consideration of the Report on the Board of Education Retreat of August 9, 2008; and the Open and Closed Minutes of August 12, 2008

Exhibit A

V. SELECTION OF SPEAKERS

VI. ADVISORY AND STAKEHOLDER GROUPS

VII. SUPERINTENDENT'S REPORT

- Remarks on Towson West Elementary School

Exhibit B

VIII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS FROM AUGUST 12, 2008

(Dr. Peccia)

IX. REPORTS

- A. Report on Proposed FY10 State/ County Capital Budget Request

(Ms. Burnopp)  
Exhibit C

X. NEW BUSINESS

- A. Consideration of consent to the following personnel matters:

(Dr. Peccia)

1. Retirements

Exhibit D

2. Resignations

Exhibit E

3. Leaves of Absence

Exhibit F

4. Administrative Appointments

Exhibit G

5. Advisory Council Appointments

Exhibit H

X. NEW BUSINESS (cont)

- B. Consideration of Supplement to the BACE Master Agreement (exhibit to follow) (Mr. Capozzi)  
Exhibit I
- C. Consideration of consent to the following contract awards: (Mr. Gay/Mr. Sines)  
Exhibit J
1. Contract Modification: Charter School Agreement
  2. Augmentative Communication Devices
  3. College Preparatory Support Program
  4. English Textbooks and Related Materials for Non-Title I Elementary Schools
  5. Optical Mark Reader/Scanner
  6. Resident Teacher Coach Program
  7. Scheduler's Trainer (Contractual)
  8. Request to Move Forward for Conveyance of Property: Overlea High School
  9. Request to negotiate: Construction Management (CM) Services – Towson West Elementary School-New Construction
- D. Consideration of the Board of Education's Norms (Ms. Murphy)  
Exhibit K
- E. Consideration of the Board of Education's Focus Areas for 2008-2009 (Ms. Murphy)  
Exhibit L

XI. INFORMATION

- A. Opening of Schools Exhibit M
- B. Deletion of Superintendent's Rule 6200 – INSTRUCTION: School Libraries-Relationship of Media Specialists or Librarians to the School Faculty Exhibit N

XII. ANNOUNCEMENTS

- A. General Public Comment

Next Board Meeting      Tuesday, September 23, 2008  
6:30 PM                      Greenwood

**TENTATIVE MINUTES****REPORT OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY  
RETREAT**

Saturday, August 9, 2008

The Board of Education of Baltimore County, Maryland, met in open session for a retreat on Saturday, August 9, 2008, at 9:01 a.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. In addition, Dr. Joe A. Hairston, Superintendent of Schools; J. Robert Haines, Esq., Deputy Superintendent of Business Services; Dr. Patricia Abernethy, Chief Academic Officer, Ms. Rita Fromm, Chief of Staff; Edward Novak, Esq., Assistant General Counsel; P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board; and representatives of community were present.

Ms. Murphy reviewed the Board Norms, which were established in September 2003 and updated in September 2005. Ms. Murphy stated that the Board reviews the Norms on an annual basis. Ms. Murphy noted that the Board Norms would be voted upon at the September 9, 2008 Board meeting.

Ms. Murphy shared two articles with Board members: "Ten Mistakes Board Members Make," and "Educating New Board Members."

**SEISMIC SHIFT UPDATE**

Through a PowerPoint™ presentation, Ms. Michele Prumo, Executive Director of Planning and Support Operations, reviewed demographic and trends for Baltimore County Public Schools' (BCPS). The presentation covered:

- Enrollment History
  - Lowest enrollment: 1986 with 80,630
  - Highest enrollment: 1971 with 134,042 students
  - Projections through 2017
- Baltimore County Births and Kindergarten Enrollments
- Enrollment History by Grade Groups
- Student Racial Composition
  - 10.1% minority in 1977
  - 50.2% minority in 2007
- Agency-Placed Non-Resident Foster Care Students
  - BCPS has approximately 3,000 agency-placed students enrolled or withdrawn during the school year

- 2007 Homeless Students (by race, area, grade and housing type)
- English Language Learners (ELL) Students
- Capacity Analysis by Area
- Demographics by Area

Mr. Janssen asked how many schools were in Baltimore County between 1970 and 1977 when the school system had the highest enrollment rate. Ms. Prumo stated that she would need to get that information and forward to Board members in the Friday letter.

With respect to agency-placed students, Ms. Johnson asked what the school system is currently doing to assist the northwest and southwest area schools and whether there is a strategic plan. Ms. Prumo responded that BCPS is looking at deploying guidance counselors and social workers to those schools. Dr. Hairston responded that while the school system has a plan in place, the other part is legislative. He stated that Senator Dolores Kelly and Dr. Nancy Grasmick have been working aggressively to get legislation to control the accountability related to agency-placed students.

Ms. O'Hare requested performance data to determine whether there is a connection between student performance and group homes.

With respect to homeless students, Mr. Janssen asked if the Office of Transportation is prepared to handle the increase, with Ms. Prumo responding affirmatively. Ms. Prumo noted that the Office of Transportation received extra buses this year, which are being used to transport the homeless population.

Ms. Johnson asked how the school system collects data for homeless students. Ms. Prumo responded that pupil personnel workers work with the homeless population and that the BCPS reviews data annually to verify the number of homeless students.

Miss Karanja asked whether the ELL program was available in all Baltimore County schools. Ms. Prumo responded that elementary schools have ELL resources and that the program is clustered throughout the county for secondary schools. Miss Karanja requested information on the number of students in the ELL program to determine whether transporting students from their home school to another school where the ELL program is available, is a disruption for students.

Ms. O'Hare asked what the capacity of Dogwood Elementary, Hillcrest Elementary, and Catonsville Middle Schools would be once the additions were complete. Ms. Prumo noted that, by 2010,

- Dogwood Elementary School would have 603 seats.
- Hillcrest Elementary School would have 742 seats.
- Catonsville Middle School would have 993 seats.

Mr. Haines reviewed with Board members that the figure of 115% capacity is the Adequate Facility Regulation and that this percentage has nothing to do with BCPS. While a school may not be over capacity under the Adequate Facility Regulation, the school system uses 90% capacity as a “watch level” and determines its project based on future needs. Mr. Haines noted that once the capital budget request is approved by the Board, it is up to the County Executive and County Council to approve the item.

With respect to the central area capacity analysis, Ms. O’Hare asked why the school system would not need additional middle school seats in 2012, when the growth line in the elementary schools is so much greater. Ms. Prumo responded that middle schools were built for three grades; therefore, the school system has enough capacity to accommodate middle school students.

Ms. O’Hare stated that while there is a lot of building in the northeast area, there may not be enough high school seats in the near future. Ms. Prumo noted that BCPS continues to study the northeast area for additional building including BRAC. Ms. O’Hare requested the capacity number at Kenwood High School after the 400-seat addition.

Mr. Uhlfelder asked how the school system will shift the plan when BRAC arrives. Ms. Prumo responded that, at this point, it does not appear that BCPS will receive an influx of students from BRAC. She stated that currently most BRAC employees are older and have older students. The school system will need to watch the development of BRAC in the outer years.

#### PERFORMANCE DATA

Ms. Stacy Shack, Acting Executive Director of Research, Accountability, and Assessment, reviewed with Board members MSA performance data for elementary and middle school for 2004-2008. The presentation covered:

### *Elementary School Performance*

Category	Reading	Mathematics
School System Level	BCPS has shown an increase in the percentage of students scoring proficient or advanced.	BCPS has shown an increase in the percentage of students scoring proficient or advanced.
Race/Ethnicity	<ul style="list-style-type: none"> <li>- Performance of American Indian students has increased by 17%.</li> <li>- Performance of Asian and White students has steadily increased and is approaching 100% proficiency.</li> <li>- Performance of African American and Hispanic students has increased annually.</li> </ul>	<ul style="list-style-type: none"> <li>- Performance of African American, White, and Hispanic students has steadily increased.</li> <li>- Asian students are maintaining a high performance level.</li> <li>- While American Indian students exhibited a slight decrease in performance in 2006, they have shown a steady increase since that point.</li> </ul>
Special Categories	<ul style="list-style-type: none"> <li>- LEP student performance shows the largest growth, increasing 21%.</li> <li>- While special education students experienced a slight decrease in performance in 2006, they have exhibited growth since that point.</li> </ul>	<ul style="list-style-type: none"> <li>- FARM students have demonstrated substantial growth.</li> <li>- Although the performance of LEP students decreased by 2.9% from 2007 to 2008, this group shows an overall increase of 20.3% since 2004.</li> <li>- Performance of Special Education students has increased a total of 18.3% since 2004.</li> </ul>

### *Middle School Performance*

Category	Reading	Mathematics
School System Level	BCPS has shown an increase in the percentage of students scoring proficient or advanced.	BCPS has shown an increase in the percentage of students scoring proficient or advanced.
Race/Ethnicity	<ul style="list-style-type: none"> <li>- Although every subgroup exhibited a decrease in performance between 2006 and 2007, the scores in 2008 were higher than those in 2006.</li> <li>- The largest percentage growth within the last five years is among African American students whose growth represents 12%.</li> </ul>	<ul style="list-style-type: none"> <li>- Asian students are maintaining a high performance level.</li> <li>- Although the other subgroups exhibited a decrease in performance between 2006 and 2007, their scores in 2008 were higher than in 2006.</li> </ul>
Special Categories	<ul style="list-style-type: none"> <li>- While FARM and Special Education students experienced a slight decrease in performance from 2006 to 2007, they have each exhibited an overall increase of 10% from 2007 to 2008.</li> <li>- Performance of LEP students has increased by 0.2% since 2004.</li> </ul>	<ul style="list-style-type: none"> <li>- FARM student performance shows the largest growth, increasing 21.4%.</li> <li>- While LEP students experienced a slight decrease in performance from 2006 to 2007, they have exhibited an overall increase of 11.3% since 2004.</li> </ul>

Mr. Uhlfelder asked why there was a slight dip in the 2007 student performance. Ms. Shack responded that there could be several reasons for the slippage: students not taking the same test every year, influx of students, etc. Mr. Uhlfelder asked for additional information on the slippage.

Ms. Murphy asked whether the school system reviewed the data for those schools expected to perform well, but who fail to Adequate Yearly Progress (AYP). Ms. Shack responded affirmatively. The Office of Research, Accountability, and Assessment will follow up with school administrators to determine why a particular school did not meet AYP.

#### SUPERINTENDENT'S PRIORITIES FOR 2008-2009

Dr. Hairston reviewed his priorities for the 2008-2009 school year, which were presented at the Principals' Academy in June. Those priorities included:

- Student Achievement
  - Analysis and alignment of curriculum, instructional practice, and assessment
- Organization Management
  - Securing Funding from Fiscal Authorities
  - Facilities, Maintenance
  - Effective and efficient use of all resources
- Human Resources Management
  - Staffing, Recruitment, and Retention
  - Leadership Development
- Communications and Community Relations
  - Consistent and Effective communications internally and externally
- Leadership and Organizational culture
  - Lead by Example
- Professionalism and Ethics
  - Performance and Results

Ms. Johnson stated that the school system needs to look at promoting teaching as a career path through current students. Dr. Hairston stated that BCPS has one of the more active future educators throughout the state. He also noted that BCPS provides scholarships to students who will be attending college majoring in teaching.

Ms. O'Hare suggested that an on-line forum for teachers be developed so that teachers can have intellectual and professional discussions about academic performance of students.

### BOARD GOALS FOR 2008-2009

Next, the discussion focused on the Board's goals for the upcoming year. Ms. Murphy reviewed the Board's focus areas from 2007-2008.

The following changes were recommended by Board members:

- Student Achievement
  - Needs to be broader by using “student data” as opposed to “feedback mechanisms
  - Use the term “all” students as opposed to “average” students
  - All students need to have access to rigorous courses
- Staffing
  - Qualified leadership and staff need to be in place at underperforming schools
  - Incorporate the need to advocate for competitive salaries and benefits
- Facilities
  - Need to develop a strategy for providing air conditioning to all schools
  - Incorporate “green” design
- Student Achievement
  - Need to evaluate the monitoring systems used inside and outside the buildings
- Communications and Marketing
  - Include the work of the area education advisory councils
- Fiscal Management
  - Determine fiscal decisions based on hard data

Ms. O'Hare suggested the Board develop an evaluation document. Ms. Murphy asked Mr. Parker to chair the subcommittee to work on the Board's self-evaluation instrument. The committee would need to have the evaluation document complete by the end of October. Once finalized, this document would be presented as an information item at a future Board meeting and will be used as a basis for discussion with the advisory and stakeholder groups.

### QUALITY PERFORMANCE INITIATIVES (ISO)

Dr. Hairston reviewed with Board members the ISO 9000 quality management initiatives. He stated that this initiative is another dimension to measure accountability and validate the school system's performance.



### LEGISLATIVE PRIORITIES

Dr. Hairston introduced Mr. Edward Novak, BCPS' governmental liaison. Mr. Novak's key responsibility will be to coordinate interaction with the county's elected officials. Dr. Hairston stated that the Board needs to identify its legislative initiatives for the upcoming session.

Ms. Harris stated that one of the biggest priorities of the Maryland Association of Boards of Education (MABE) is that school systems not receive any additional unfunded mandates.

On a motion of Ms. O'Hare, seconded by Ms. Harris, the Board adjourned its retreat at 11:28 a.m.

### ADMINISTRATIVE FUNCTION MEETING

At 12:03 p.m. the Board went into administrative function. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. In addition, Dr. Joe A. Hairston, Superintendent of Schools; J. Robert Haines, Esq., Deputy Superintendent of Business Services; Dr. Patricia Abernethy, Chief Academic Officer, Ms. Rita Fromm, Chief of Staff; Ms. Barbara Burnopp, Chief Financial Officer; Dr. Donald Peccia, Assistant Superintendent, Human Resources; Margaret-Ann Howie, Esq., General Counsel; Edward Novak, Esq., Assistant General Counsel; P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Ms. Murphy and staff reviewed the following items with Board members:

- Board committees for 2008-2009
- Board agenda matrix for 2008-2009
- Proposed work session discussion items
- Upcoming conferences
- Reviewed Open Meetings Act
- E-mail etiquette

The administrative function meeting ended at 12:54 p.m.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

/bls

## **TENTATIVE MINUTES**

### **BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND**

**Tuesday, August 12, 2008**

The Board of Education of Baltimore County met in open session at 5:45 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Ms. Murphy reminded Board members of community functions and Board of Education events scheduled in August and September.

Mr. Janssen announced that the Kids Helping Hopkins Kick-off would be held in early October.

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

Pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(9) and upon motion of Mr. Janssen, seconded by Mr. Pallozzi, the Board commenced its closed session at 5:52 p.m.

## **CLOSED SESSION MINUTES**

The Board of Education of Baltimore County, Maryland, met in closed session at 5:52 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: J. Robert Haines, Esq., Deputy Superintendent; Ms. Rita Fromm, Chief of Staff; Dr. Patricia Abernethy, Chief Academic Officer; Mr. William Lawrence, Assistant Superintendent, Northwest Area; Dr. Robert Tomback, Assistant Superintendent, Northeast Area; Dr. Manuel Rodriguez, Assistant Superintendent, Southwest Area; Ms. Jean Satterfield, Assistant Superintendent, Southeast Area; Mr. Lyle Patzkowsky, Assistant Superintendent, Central Area; Dr. Donald Peccia, Assistant Superintendent, Human Resources; Dr. Alpheus Arrington, Director, Human Resources; Mr. Daniel Capozzi, Staff Relations Manager; J. Stephen Cowles, Esq., Associate General Counsel; P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Mr. Capozzi discussed with Board members the supplement agreement to be considered on the evening's agenda.

Mr. Capozzi exited the room at 5:54 p.m.

### CLOSED SESSION MINUTES (cont)

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

Board member, Ms. Ramona N. Johnson, entered the room at 6:03 p.m.

Dr. Arrington exited the room at 6:03 p.m.

At 6:10 p.m., Mr. Parker moved the Board adjourn closed session. The motion was seconded by Mr. Pallozzi and approved by the Board.

### ADMINISTRATIVE FUNCTION

At 6:10 p.m. m the Board went into administrative function. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. In addition, Dr. Joe A. Hairston, Superintendent of Schools; J. Stephen Cowles, Esq., Staff Attorney; P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

Board members discussed the Superintendent's performance goals for 2008-2009.

At 6:40 p.m., the Board adjourned from administrative function session for a brief dinner recess.

### OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:36 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Valerie A. Roddy, Mr. David Uhlfelder, and Miss Annette Karanja. 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 Mr. Daniel Breidenbaugh, a student at Perry Hall High School, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Dr. Hairston noted that there was a change to tonight's agenda; item IX, Old Business, Proposed Changes to Policy 8315, Participation by the Public, has been pulled.

Hearing no additions or corrections to the Open and Closed Minutes of July 8, 2008, Ms. Murphy declared the minutes approved as presented on the Web site.

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

### SELECTION OF SPEAKERS

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

### ADVISORY AND STAKEHOLDER COMMENTS

Mr. Daniel Breidenbaugh, Baltimore County Student Council President and Superintendent's Student Council Advisory Group, welcomed the newly appointed Board members. Mr. Breidenbaugh announced its next meeting would be held at CCBC Essex campus on August 21, 2008.

Ms. Melanie Hood-Wilson, a representative of the Advisory Committee for Alternative Programs, stated that she would hold her comments on proposed changes to policy 8315 until it returns to the Board for approval.

Ms. Jan Thomas, Chair of the Central Area Educational Advisory Council, thanked the Board for pulling policy 8315 from tonight's agenda. Ms. Thomas applauds changes to policy 8311 to make the Board meetings more efficient; however, the Board needs to make sure efficiency is not at the expense of the public.

Mr. Clifford Collins, Chair of the Northwest Area Educational Advisory Council, reported on its last meeting where council members meet to discuss its agenda for the upcoming school year. Mr. Collins announced the follow council meetings: FY 2010 Operating pre-budget public hearing on October 14; Legislative forum on November 14; Public meeting on school improvement planning on February 19, 2009; Safe Schools discussion on March 17, 2009; and FY 2010 Capital pre-budget public hearing on April 16, 2009.

Mr. Stephen Crum, a representative of the Southeast Area Educational Advisory Council, announced its first meeting would be held on Monday, September 8, 2008.

Ms. Carmela Veit, newly elected Chair of the Baltimore County Education Coalition, thanked the Board of pulling policy 8315 from tonight's agenda. She asked the Board for an informal meeting with the coalition to discuss policy 8315. Ms. Veit announced its next meeting would be held on August 20, 2008.

Mr. Stephen Crum, Chair of the Career & Technology Education Advisory Council, reported that the council followed up on the dinner fundraising and the updates on the Perkins grant. He announced that the CTE Student Recognition Dinner would be held on April 29, 2009.

ADVISORY AND STAKEHOLDER COMMENTS (cont)

Mr. John Desmone, Executive Director of the Council of Administrative and Supervisory Employees (CASE), shared with Board members its updated membership packet.

Ms. Nancy Ostrow, President of the PTA Council of Baltimore County, provided comments on the new teacher orientation, held at Randallstown High School, in which she represented the 44,000 PTA and PTSA members.

Ms. Mary Baskar, newly elected Chair of the Special Education Citizens Advisory Committee, thanked the Board for pulling policy 8315 and requested an opportunity to speak to the Board regarding the proposed changes. Ms. Kelli Nelson also thanked the Board for pulling policy 8315 from tonight's agenda.

SUPERINTENDENT'S REPORT

Dr. Hairston commented on the New Teacher Induction, Principals' Academy, and various workshops held throughout the summer. Dr. Hairston also welcomed teachers, who are scheduled to return on Monday, August 18, 2008.

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Donald Peccia, Assistant Superintendent of Human Resources, recognized the administrative appointments made at the July 8, 2008 Board meeting:

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<u>WANDA P. BETTER-DAVIS</u> (Effective July 9, 2008)	Area Executive Assistant (Operations) Baltimore City Public School System	Principal Winand Elementary School
<u>CHRISTINA C. BYERS</u> (Effective July 9, 2008)	Assistant Principal Milbrook Elementary School	Principal Milbrook Elementary School
<u>MICHELLE P. FEENEY</u> (Effective July 9, 2008)	Teacher/Classroom Westchester Elementary School	Assistant Principal Catonsville Middle School
<u>DEANA M. GIANNELLI</u> (Effective July 9, 2008)	Teacher/Mathematics Perry Hall Middle School	Assistant Principal Perry Hall Middle School
<u>SHARI L. LAUN</u> (Effective July 9, 2008)	Senior Project Manager – Enterprise Platforms and Business Solutions Constellation Energy	Project Manager Team Leader Department of Technology

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS (cont)

<u>NAME</u>	<u>FROM</u>	<u>TO</u>
<b><u>ROBIN D. LOPEZ</u></b> (Effective July 9, 2008)	School Performance Specialist Maryland State Department of Education	Compliance Specialist Office of Title I
<b><u>TINA M. NELSON</u></b> (Effective July 9, 2008)	Teacher/Resource Office of Social Studies	Coordinator Office of Elementary Social Studies
<b><u>ALLISON E. ROSZEL</u></b> (Effective July 9, 2008)	Teacher/Special Education Deep Creek Middle School	Assistant Principal Ridgely Middle School
<b><u>PAUL C. SCOTT</u></b> (Effective July 9, 2008)	Teacher/Classroom Timonium Elementary School	Assistant Principal Chapel Hill Elementary School
<b><u>GREGORY L. VUKOV</u></b> (Effective July 9, 2008)	Acting Senior Manager – Network and Systems Management Baltimore County Government	Manager, Computer and Network Support Department of Technology
<b><u>PATRICIA E. ABERNETHY</u></b> (Effective July 9, 2008)	Deputy Chief of Staff for Strategic Planning and Accountability Baltimore City Public School System	Chief Academic Officer Office of the Superintendent
<b><u>MARY L. DAGEN</u></b> (Effective July 9, 2008)	Teacher/Resource Department of Research, Accountability and Assessment	Supervisor Office of Title I
<b><u>DWIGHT J. EASTERLY</u></b> (Effective July 9, 2008)	Assistant Principal Battle Monument School	Principal Battle Monument School
<b><u>TARA B. MCNULTY</u></b> (Effective July 9, 2008)	Teacher/Resource Randallstown High School	Assistant Principal Chesapeake High School
<b><u>ANDREW L. PARISER</u></b> (Effective July 9, 2008)	Teacher/Resource Department of Student Support Services	Coordinator Alternative Programs, Dropout Prevention, and Summer School

OLD BUSINESS

**Board of Education Policies**

The Board Policy Committee, represented by Ms. Harris, recommended approval of seven policies.

OLD BUSINESS (cont)

On motion of Ms. O'Hare, seconded by Mr. Uhlfelder, the Board approved the following proposed policies:

- Proposed Changes to Policy 3215 – NON-INSTRUCTIONAL SERVICES: Purchasing-Contracts
- Proposed Changes to Policy 3230 – NON-INSTRUCTIONAL SERVICES: Purchasing-Qualification of Bidders
- Proposed Changes to Policy 3240 – NON-INSTRUCTIONAL SERVICES: Purchasing-Modification of Award of Contract
- Proposed Changes to Policy 3250 – NON-INSTRUCTIONAL SERVICES: Purchasing-Selection of Construction Consultants
- Proposed Changes to Policy 3260 – NON-INSTRUCTIONAL SERVICES: Purchasing-On-Call Consultant
- Proposed Changes to Policy 8311 – INTERNAL BOARD POLICIES: Operations-Meetings

Ms. Harris opposed these items (favor-9; opposed-1; abstain-0).

REPORTS

The Board received the following reports:

- A. **Report on Southeast Area School Utilization Study** – Ms. Michele Prumo, Executive Director, Planning and Support Operations, shared with Board members the southeast utilization study that was conducted in April 2008. The purpose of the study was to identify and analyze changes in student enrollment trends, residential development, and population demographics within the specified geographic area. Ms. Prumo noted that over 555 individuals participated in this study.

Ms. Jean Satterfield, Assistant Superintendent of the Southeast Area, stated that the results of the study were used to develop long-range recommendations and immediate action steps to address the over capacity issues in our southeast elementary and high schools. She noted that the school system will undertake a boundary study of the Edgemere Elementary and Chesapeake Terrace Elementary Schools' communities in accordance with Board Policy 1280. A report would be presented to the Board in February 2009.

REPORTS (cont)

Mr. Janssen inquired about the Norwood Elementary School cluster and the ESOL (English for Speakers of Other Languages) population. Ms. Satterfield stated that, depending on the outcome, the school system may come back to the Board and request a boundary change. Mr. Janssen asked how soon the ESOL students would be moved if in fact that would resolve the capacity issue. Ms. Satterfield responded that the school system would need to review the data and review the capacities and the costs associated with moving the ESOL students. Mr. Janssen asked whether Patapsco High School is an overcrowded, comprehensive high school. Ms. Satterfield responded affirmative. She noted that one reason for considering renovating Sollers Point Technical and Dundalk High Schools is to ease capacity at Patapsco High. Mr. Janssen expressed concern that the system has created magnets to draw students from surrounding areas and, in turn, created artificial overcrowding. Mr. Janssen asked whether a 5-10 year study was conducted to determine the population density at Norwood Elementary. Ms. Prumo responded that the study shows there may still be a capacity issue at Norwood; therefore, the long term recommendation is to increase the Norwood cluster by 200 seats.

Ms. Harris inquired as to why the school system does not consider a one-time redistricting. Ms. Prumo stated that, at this point, the school system is watching the residential development to see if it will provide BCPS with the pupil yield that is anticipated. Ms. Prumo noted that if more seats would need to be added, it would not occur until after 2012. Ms. Harris expressed concern with moving third and fourth graders should the system decide to redistrict.

Mr. Parker asked what plans are in place to provide feedback to the community. Ms. Prumo responded that once the report was shared with the Board, it would be given to principals to disseminate through the schools' newsletter.

- B. **Report on the Proposed Scoreboard for Catonsville High School** – Dr. Manuel Rodriguez, Assistant Superintendent, Southwest Area, shared with the Board that Catonsville High School is proposing the replacement of its scoreboard. Daktronics, a BCPS vendor, presented a proposal for the installation of the scoreboard and followed the procedure set forth in Superintendent's Rule #7330.

Mr. Pallozzi moved that the Board suspend the three-reading process for this item and vote for approval this evening. Ms. Harris seconded the motion. The Board approved waiving the three-reading process (favor-10).

On a motion of Mr. Janssen, seconded by Mr. Pallozzi, the Board approved the proposed scoreboard for Catonsville High School, as presented in exhibit J (favor-10).



### PERSONNEL MATTERS

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

On motion of Ms. O'Hare, seconded by Ms. Harris, the Board approved the administrative appointments as presented on exhibit Q (A copy of the exhibit is attached to the formal minutes).

On motion of Mr. Pallozzi, seconded by Ms. O'Hare, the Board approved Ms. Jasmine Shriver as the newly appointed Coordinator for the Area Education Advisory Councils.

### SUPPLEMENT TO THE AFSCME MASTER AGREEMENT

On motion of Mr. Pallozzi, seconded by Ms. O'Hare, the Board approved the Supplement to the AFSCME Master Agreement, as presented in exhibit R. Miss Karanja, student representative, did not vote on this item.

### BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Mr. Pallozzi, recommended approval of items 1-30 (exhibit S). Mr. Janssen abstained from voting on item 25. Ms. Johnson pulled item 10 for further discussion.

With respect to item 6, Mr. Jack Nichols, Purchasing Agent, provided clarification on the length of this contract. This contract was approved in 2003 with an extension in 2005 for two years. On July 10, 2007, the contract was extended one year through July 30, 2008.

The Board approved items 1 through 9 and 11 through 30.

- |    |            |   |
|----|------------|---|
| 1. | JNI-735-06 | Contract Modification: 100 Book Challenge   |
| 2. | RGA-178-08 | Contract Modification: Board of Education Hearing Examiner                          |
| 3. | JMI-616-05 | Contract Modification: Concrete and Asphalt   |
| 4. | JMI-618-06 | Contract Modification: Fence Supplies   |
| 5. | JMI-618-07 | Contract Modification: Stone, Mulch, Topsoil, and Associated Materials              |
| 6. | PCR-218-03 | Contract Modification and Extension: Information Technology Systems Support         |
| 7. | JNI-760-07 | Contract Modification and Extension: Student Data Software & Services' Enhancements |
| 8. | MWE-808-08 | Contract Modification and Rescission: Roofing Inspection Services                   |

BUILDING AND CONTRACT AWARDS (cont)

9. RGA-162-06 Contract Extension: AVID Center Program
11. RGA-106-09 *Explorations in Art* Grade 5
12. RGA-110-09 Facility Meeting Center
13. JNI-714-09 Grant Administrator Consultant
14. JNI-710-09 Grass Seed and Fertilizer
15. JNI-709-09 Interpreter for the Deaf and Hard of Hearing
16. MBU-502-09 Lavatory Stall Installation and Repair
17. MWE-805-09 Networking Gear, CSCO
18. JNI-712-09 *Science Weekly* Magazine
19. JNI-716-09 Perpetual Network License for Statistical Software
20. MBU-572-08 Storage Tank Systems Inspections
21. PCR-230-09 Voluntary, Long-term Disability Insurance
22. RGA-109-09 Web-based Reading Program
23. PCR-212-06 Contract Modification: Systemic Renovation – Deer Park Middle Magnet School
24. MBU-556-08 Contract Modification: Additions and Renovations – Food Services Warehouse
25. Various Contract Modification: Renovations – Various Middle Schools
26. MWE-844-07 Contract Modification: Underground Electrical Construction Package (16B) – Vincent Farm Elementary School
27. JNI-733-08 Emergency Generator – Pulaski Park Offices
28. PCR-225-09 Roof Replacement – Ridgely Middle School
29. JNI-724-08 Roof Replacement – Western School of Technology
30. JMI-645-08 Request to Negotiate: Construction Management (CM) Services – George Washington Carver High School Replacement and Towson West Elementary School – New Construction

BUILDING AND CONTRACT AWARDS (cont)

Item 10

Ms. Johnson asked how the base level percentage rebate works. Mr. Nichols stated that the base level rebate is the percentage of commission the principal negotiates with the company based on total sales. Ms. Johnson asked how the items are priced. Mr. Nichols responded that the vending machine items are not overly priced and are not available when the cafeteria is open for students. Miss Karanja stated that drinks in the cafeteria are \$1.00 while vending machine prices were \$1.25 or \$1.50.

The Board approved item 10.

10. PCR-224-08 Beverage Vending

INFORMATION

The Board received the following as information:

- A. Master Plan Update
- B. *Blueprint for Progress* Update
- C. Revised Superintendent's Rule 3210 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-Purchasing Guidelines
- D. Revised Superintendent's Rule 3215 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-Contracts
- E. Revised Superintendent's Rule 3230 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-Qualification of Bidders
- F. Revised Superintendent's Rule 3240 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-Modification of Award of Contract
- G. Revised Superintendent's Rule 3250 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-Selection of Construction Consultants
- H. Revised Superintendent's Rule 3260 – NON-INSTRUCTIONAL SERVICES:  
Purchasing-On-Call Consultant
- I. Revised Superintendent's Rule 4006 Form A – Telecommunications Acceptable Use  
Policy for Employees
- J. Revised Superintendent's Rule 4006 Form B – Webmaster Roles and Responsibilities

INFORMATION (cont)

- K. Revised Superintendent's Rule 4006 Form C – Electronic Mail Application Form
- L. Revised Superintendent's Rule 4006 Form D – Electronic Mail Change Form
- M. Revised Superintendent's Rule 6202 Form A – Telecommunications Acceptable Use Policy for Students
- N. Deletion of Superintendent's Rule 6202 Form B – Permission to Publish Intellectual Property on the Internet, BCPS Intranet, or the BCPS Education Channel 73
- O. Deletion of Superintendent's Rule 6202 Form C - Parent/Guardian/ Student Consent and Release Agreement for an Educational Channel Production
- P. Deletion of Superintendent's Rule 6202 Form D - Permission to Publish Student Group Photograph or Video on the Internet or BCPS Intranet
- Q. Deletion of Superintendent's Rule 6202 Form F – Consent and Release Agreement for the Maryland Interactive Distance Learning Network
- R. Revised Superintendent's Rule 6800 Form I – Cultural Exchange Authorization to Administer Medications/Treatments

Ms. Murphy commended Ms. Patricia Clark, Paralegal, Office of Law, and Ms. Stiffler, for their efforts in following through on reorganizing the 6000 series policies. This time-consuming project involved changing the outmoded references of all of the Board's policies.

ANNOUNCEMENTS

Ms. Murphy made the following announcements:

- The Southeast Area Education Advisory Council will hold its meeting on Monday, September 8, 2008, at Dundalk High School beginning at 7:00 p.m.
- The Board of Education of Baltimore County will hold its next regularly scheduled meeting on Tuesday, September 9, 2008, at Greenwood. The meeting will begin with an open session at approximately 5:00 p.m. The Board will then adjourn to meet in closed session, which will be followed by a brief dinner recess. The open session will reconvene at approximately 7:30 p.m. The public is welcome to all open sessions.

Ms. Murphy stated that public comment is one of the opportunities provided to hear the views and receive the advice of community members. The members of the Board appreciate hearing from interested citizens and will take their comments into consideration, even though it is not the Board's practice to take action at this time on issues which are raised. When appropriate, the Board will refer concerns to the superintendent for follow-up by his staff.

While the Board encourages public input on policy, programs, and practices within the purview of this Board and this school system, this is not the proper avenue to address specific student or employee matters, or to comment on matters that do not relate to public education in Baltimore County. The Board encourages everyone to utilize existing avenues of redress for complaints. Inappropriate personal remarks or other behavior that disrupts or interferes with the conduct of this meeting are out of order.

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

#### GENERAL PUBLIC COMMENT

Ms. Kris Culp proceeded to read a letter by the Ruxton-Riderwood-Lake-Roland Area Improvement Association, Inc. (RRLRAIA), which was addressed to the County Executive on July 28, 2008, regarding overcrowding of the Towson area elementary schools.

Mr. Andy Bolton voiced his frustration over the apparent lack of communication with the Ruxton community regarding the new Towson elementary school.

Ms. Bonnie Wesselhoff asked the Board to bring the Baltimore County Virtual Instruction Program (BCVIP) back for the 2008-2009 school year.

Ms. Amy Sparks stated that parents of students who utilized the BCVIP were confused as to why a bid was released for the program when there is no funding available in this year's budget.

Mr. James Wesslehoff, Jr. expressed his frustration over lack of funding for the BCVIP. He stated that BCVIP had the potential to offer alternative options to parents and students.

Ms. Victoria Airey attested that the progress her son had made in his studies was due to the BCVIP. She was saddened that the school system did not have the funds to continue this program.

Miss Carol-Ann Sparks, a student of the BCVIP, asked the Board to bring the program back for the next school year.

Ms. Margaret Fonshell Ward believes that the school system and Board are forging ahead with the new Towson elementary school without data and community input. Ms. Ward stated that Councilman Kamenetz provided the site development plan to the Ruxton Ridge Community Association.

GENERAL PUBLIC COMMENT (cont)

Mr. Tim Gisriel stated his opposition to building a new comprehensive school on the current Ridge Ruxton school site. Mr. Gisriel stated that the Board needs to identify a new facility to educate current Ridge Ruxton School students and return Ridge Ruxton to a comprehensive elementary school.

Mr. Muhammad Jameel proposed creating a taxing partnership between the politicians and the Board, and stated that the Board needs taxing authority.

ADJOURNMENT

Since there was no further business, the Board adjourned its meeting at 9:14 p.m.

Respectfully submitted,

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Joe A. Hairston  
Secretary-Treasurer

/bls

# **Exhibit B**

**SCHEMATIC DESIGN BRIEFING  
for Dr. JOE A. HAIRSTON**

**TOWSON WEST  
ELEMENTARY SCHOOL**

**BALTIMORE COUNTY  
PUBLIC SCHOOLS**

September 9, 2008

Design Collective  
Project Number 149-08

## **SITE LOCATION RATIONALE**

- Environment
  - Respects Forest and Wetlands Buffers
  - Hillside Site Allows a 3-Story Building, which conserves open space
  - Parking and Bus Loop Expansion in current location minimizes site impact
- Identity
  - Visibility from Charles Street
  - Separate and distinct “front door” from the Ridge-Ruxton School
  - Visual connection to parking, bus loop and site
- Utility
  - Oriented to enable easy access to existing on-site utilities
  - Respects the existing public utility easement
  - Separates service and public functions



## PROJECT SUMMARY

- Approximately 69,000 gross square feet
- Approximately 45,500 net program area
- Three-story (at-grade on two levels)
- State-Rated Capacity of 451 students Pre-K thru Grade 5
  
- One (1) Pre-School 3 / Pre-Kindergarten Room
- Three (3) Kindergarten Classrooms
- Three (3) Each Grade 1 thru Grade 5 Classrooms
- Two (2) Special Education Classrooms
- One (1) Art Room
- One (1) Science Lab
- Combined Gymnasium / Cafeteria Multi-Purpose Room with After-Hours Access
- Satellite Kitchen
- Vocal and Instrumental Music Suite
- Media and Technology Center
- Administrative and Student Services Suite
  
- Increased Parking and Bus Loop Extension
- Preservation of Baseball Diamond and Multi-use Field
- Re-Use of Existing Tennis Courts as New Multi-use Hard Surface Court
- Extended Service / Fire Access Road

## OVERALL PROJECT DESCRIPTION

This project involves the construction of a new comprehensive elementary school conceived to alleviate the overcrowding in the Towson area. The new school is designed to accommodate a State-rated capacity of 451 students and approximately 25-30 faculty and staff. It is approximately 69,000 gross square feet in area, to be built adjacent to the existing Ridge-Ruxton School, which is to remain in operation during and after construction. Preliminary traffic studies have indicated that, although problems currently exist along Charles Street, the construction of this school will not make them any worse.

In considering the siting of the proposed building, it was determined that straddling the hillside between the existing school and the existing ballfields would prove to be the most logical and efficient placement. This location is respectful of forest conservation and wetlands setbacks, and existing utility easements. It allows for visual presence on Charles Street, a distinct building entrance and identity from Ridge-Ruxton, and good visibility to the parking lots and bus loops. The hillside location allows for a compact, three-story building layout, with at-grade access at two levels. This layout reduces the required building “footprint”, thereby conserving resources and existing site open area, minimizing site disturbance and environmental impact. The proposed building coverage of the existing site is approximately 5%.

The school is designed as a simple yet sensitive response to the many factors presented by the site, existing conditions and the required program. Just as important is the desire to create a real “sense of place” and identity for the school while being respectful of its relationship to the Ridge-Ruxton School. Finally, a major goal is to insure that the building is itself a learning tool while serving as an inspirational space for students, teachers and the community at large.

In order to work well with the existing school and avoid an imposing or institutional feel, the new school is envisioned as a collection of smaller more intimately scaled structures grouped together around an enclosed “village square” to the west and a “town hall” to the east.

This collective space, positioned on axis with the drop off drive, is given a curved form to both ease the transition in massing from one school to the next while allowing the various components of the program to be linked together at one point while adjusting to the site conditions.

In addition to housing the major vertical circulation components, the secured entry, administrative area, media center, art room, and pre-k rooms all have exposure to this space. As such they are easily identified, share indirect light from this rotunda, as well as convenient sight lines for security and safety and social interaction. This space serves as a platform for the cognitive mapping or intuitive understanding of how the building is organized.

To the east is the other two story anchor or “Town Hall”. This component houses the cafeteria and gymnasium and its associated uses and can be entered after hours separately. It is given a simple rectangular form with a gently rising bank of clerestory windows to provide a soft light and interesting roofline. This portion is thoughtfully placed on-axis with the open courtyard play area of the Ridge-Ruxton School, to create a logical relationship with the existing space, while providing “breathing room” between them.

Connecting these two nodes is the bulk of the classrooms, arranged around a play area to the north at the entry level and, potentially, a green roof on the upper level. The ground level is built into the hill with all classrooms facing the open space and play fields. The partial ground level contains a receiving area, storage and mechanical spaces, and Grade 3, 4, and 5 classrooms. This floor will have at-grade access along the west, south, and east elevations.

Next is the entry level, at-grade along the north elevation. It is to contain the administrative and student support services, classrooms for Preschool 3's / Pre-Kindergarten, Kindergarten, and Grades 1 and 2. This level also contains the combined gymnasium / cafeteria, music rooms, kitchen, and faculty areas.

The third, or upper, level is completely above-grade and contains the art room, science lab, technology room, and additional classrooms and student services. Finally, addressing the drop off area, is the Media Center conveniently stacked on top of the admin area for clear sightlines to the drop-off area and offering a compelling public face to the project.

In keeping with building's internal organizational framework, the exterior is likewise rendered through variations in color and texture to express the uniqueness of the programmed spaces and their relation to one another. While primarily masonry with punched openings, key areas receive specialty glazing to provide identity and a unique experience tailored to the use within, relation to the site and the solar orientation.

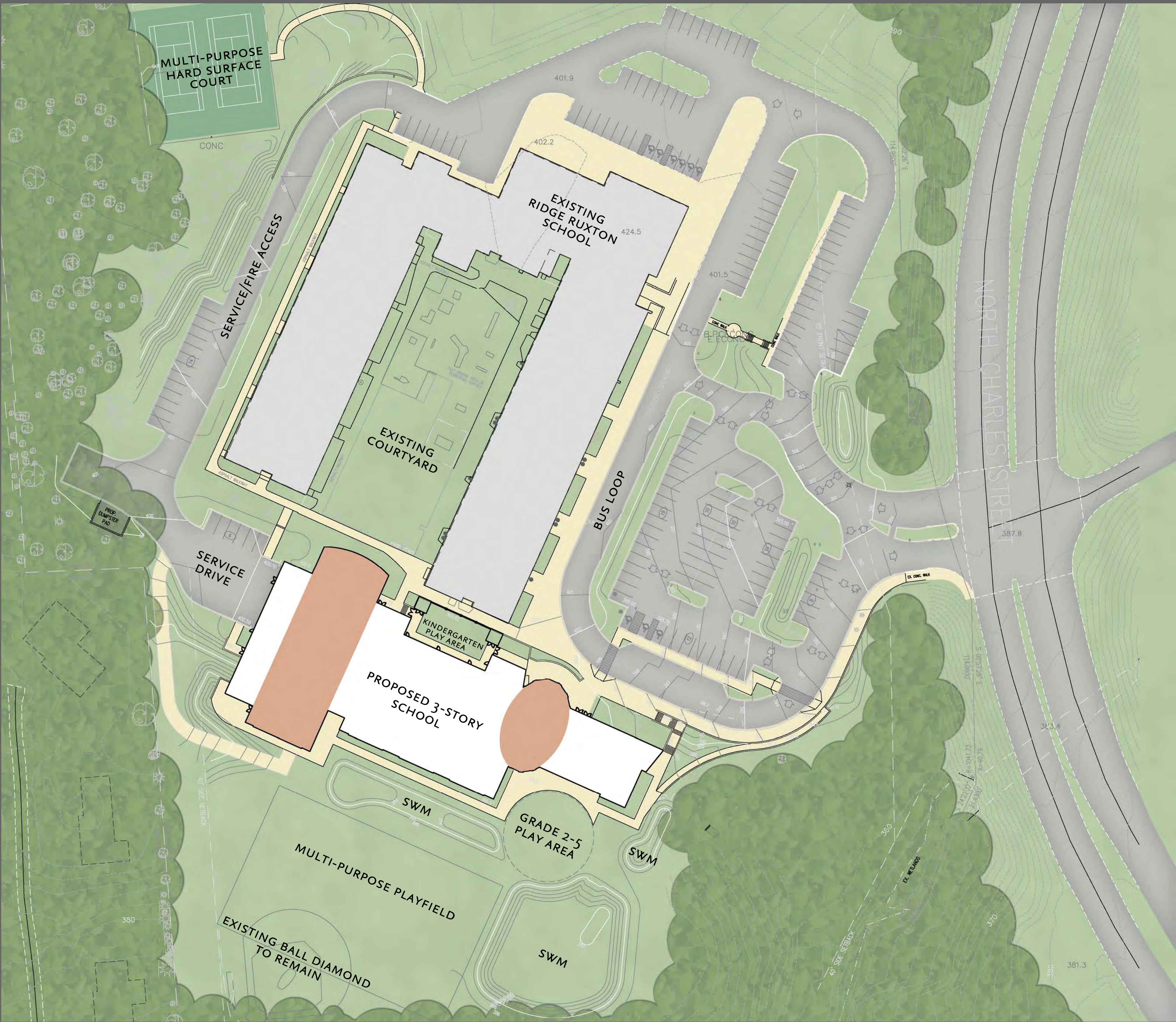
Towson West Elementary School is being designed with sustainable, or "green", attributes in mind. As noted earlier, the 3-story design helps to minimize the required building footprint and preserves open space. The site orientation takes full advantage of direct and indirect natural lighting and views of the surrounding campus. Interior finishes will be selected with consideration of renewable resources, indoor air quality, minimal maintenance and longevity.

A "green roof" is under consideration for a portion of roof accessible to students on the Upper Level. This would allow it to be used as a teaching tool and additional open space. Stormwater management and bio-retention facilities are being considered to address runoff from the site. Again, in methods that might lend themselves to environmental education and enhancement of the natural landscape. Finally, mechanical and electrical systems are being explored that would reduce energy and water consumption, while providing for comfortable learning and social environments.

We are currently on-track to meet the scheduled for opening for 2010.

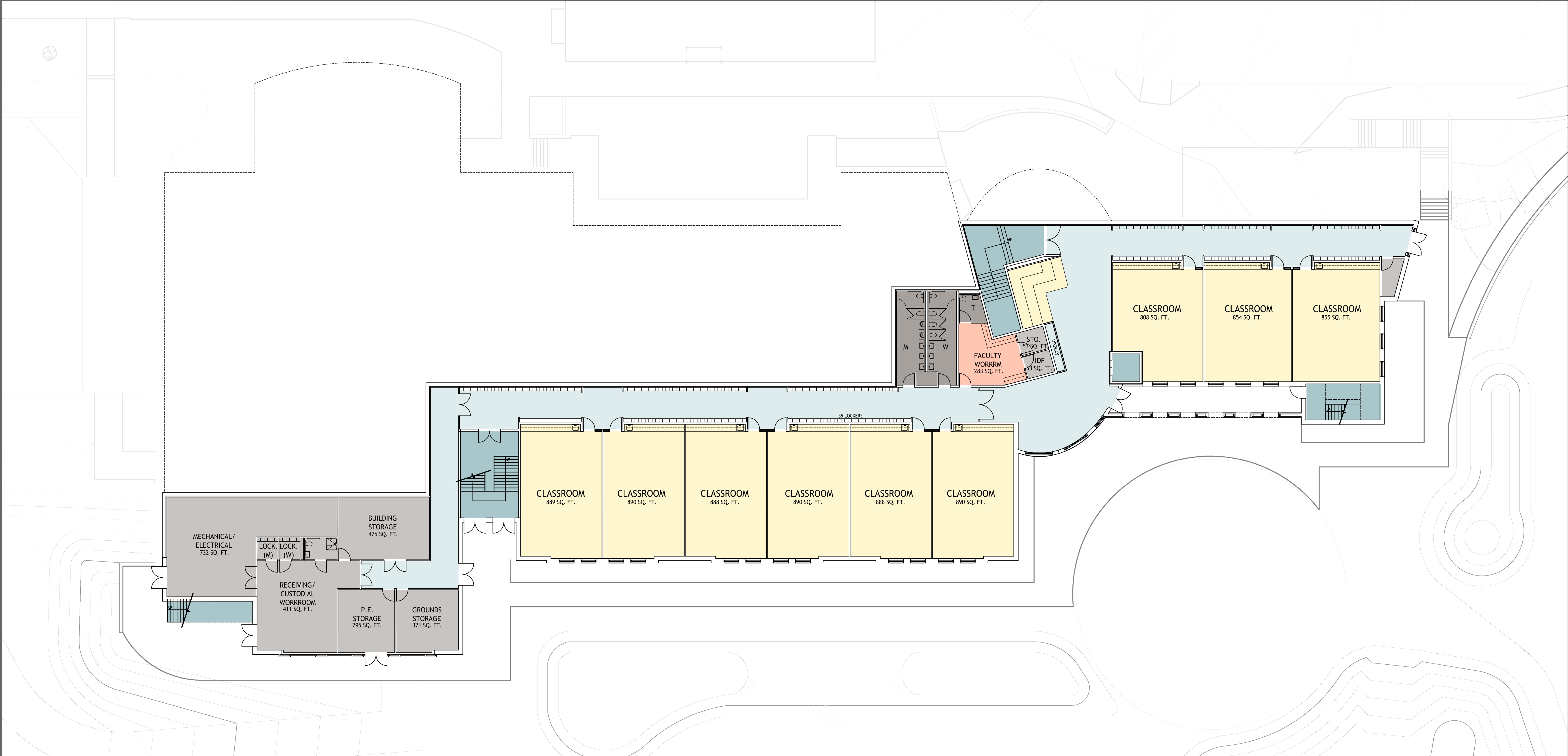
August 1, 2008	SD package submitted to MSDE for review
November 1, 2008	DD package completed and submitted
February 2009	Early bid packages (site, structural, etc.) ready for advertisement
March 15, 2009	100% CD package submitted for review
April 2009	Remaining bid packages ready for advertisement
May 2009	All bids to Board of Education for approval
May 2009	Site contractor mobilized on-site
July 2010	Building Substantial Completion
August 2010	Beginning of 2010-2011 Academic Year





SITE PLAN





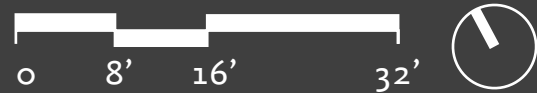
GROUND LEVEL - 18,044 SQ. FT.

- |                   |                  |
|-------------------|------------------|
| CLASSROOM         | STUDENT SERVICES |
| CIRCULATION       | ADMIN. / FACULTY |
| STAIRS / ELEVATOR | STORAGE / MECH.  |
| GYM / CAFETERIA   | RESTROOM         |
| MEDIA SERVICES    |                  |

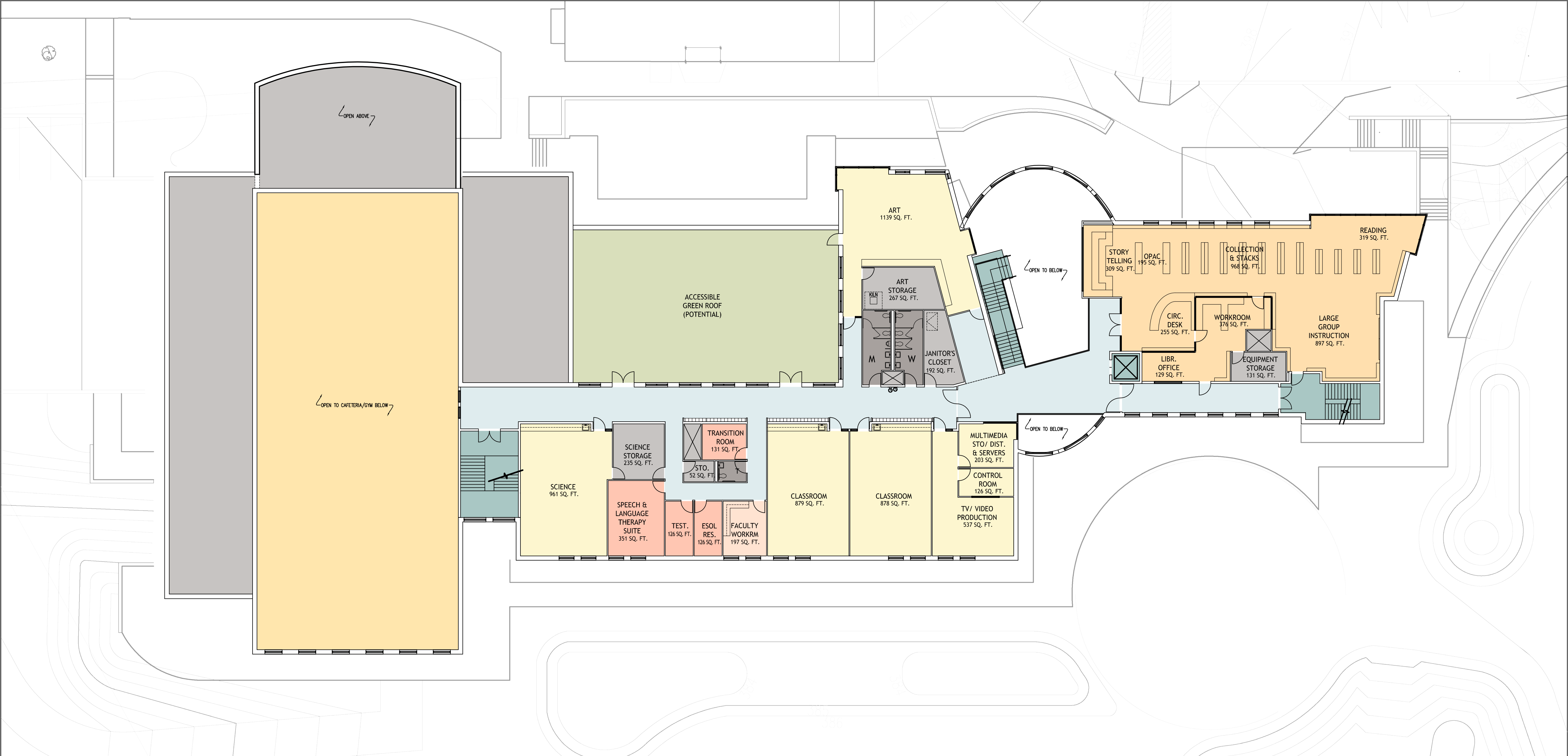


ENTRY LEVEL - 35,521 SQ. FT.

- |                   |                  |
|-------------------|------------------|
| CLASSROOM         | STUDENT SERVICES |
| CIRCULATION       | ADMIN. / FACULTY |
| STAIRS / ELEVATOR | STORAGE / MECH.  |
| GYM / CAFETERIA   | RESTROOM         |
| MEDIA SERVICES    |                  |







UPPER LEVEL - 15,478 SQ. FT.

- |                   |                  |
|-------------------|------------------|
| CLASSROOM         | STUDENT SERVICES |
| CIRCULATION       | ADMIN. / FACULTY |
| STAIRS / ELEVATOR | STORAGE / MECH.  |
| GYM / CAFETERIA   | RESTROOM         |
| MEDIA SERVICES    |                  |





SEPTEMBER 9, 2008





SEPTEMBER 9, 2008





NORTH ELEVATION



SOUTH ELEVATION



**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

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

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

**SUBJECT:** **PROPOSED FY 2010 STATE & COUNTY CAPITAL BUDGET REQUEST**

**ORIGINATOR:** J. Robert Haines, Deputy Superintendent

**RESOURCE PERSON(S):** Barbara Burnopp, Chief Financial Officer  
Kevin Grabill, Fiscal Analyst, Budget and Reporting

**RECOMMENDATION**

That the Board of Education reviews the superintendent's proposed FY 2010 state capital budget recommendations in preparation for the work session on September 16, 2008, and for Board action on September 23, 2008. The state requested projects require county matching funds be verified before final state approval.

\* \* \* \* \*

Attachment I - Proposed FY 2010 State Capital Budget Request by Priority Order  
Attachment II - Capital Planning Priorities and Recommended Timeline

**Baltimore County Public Schools****Attachment I****Proposed FY 2010 State Capital Budget Request by Priority Order****September 9, 2008**

Priority Order	School	Project	Type of Approval Requested	Previous State Funding	State Funding to be Requested	Cumulative Total
1	Catonsville HS	Limited Renovation	Funding	\$5,653,000	\$2,798,000	\$2,798,000
2	Catonsville HS	Systemic - Roof Replacement	Funding	0	898,000	3,696,000
3	G. W. Carver HS	New Construction	Planning	0	0	3,696,000
4	G. W. Carver HS	New Construction	Funding	0	27,000,000	30,696,000
5	Towson West ES	New Construction	Planning	0	0	30,696,000
6	Towson West ES	New Construction	Funding	0	7,047,000	37,743,000
7	Pine Grove MS	Systemic - Exterior Wall Repair	Funding	0	1,025,000	38,768,000
8	Hereford HS	Systemic - Water Tank Replacement	Funding	0	154,000	38,922,000
9	Sollers Point Technical HS	Limited Renovation	Planning	0	0	38,922,000
10	Sollers Point Technical HS	Limited Renovation	Funding	0	14,000,000	52,922,000
11	Dundalk HS	Limited Renovation	Planning	0	0	52,922,000
12	Dundalk HS	Limited Renovation	Funding	0	25,000,000	77,922,000
13	Hebbville ES	Systemic - Window Replacement	Funding	0	529,000	78,451,000
14	Perry Hall MS	Systemic - Roof Replacement	Funding	0	1,340,000	79,791,000
15	Colgate ES	Systemic - Roof Replacement	Funding	0	400,000	80,191,000
16	Bear Creek ES	Systemic - Roof Replacement	Funding	0	925,000	81,116,000
17	Chesapeake Terrace ES	Systemic - Window Replacement	Funding	0	250,000	81,366,000
18	Milford Mill Academy	Limited Renovation	Planning	0	0	81,366,000
19	Milford Mill Academy	Limited Renovation	Funding	0	13,500,000	94,866,000
20	Parkville HS	Limited Renovation	Planning	0	0	94,866,000
21	Parkville HS	Limited Renovation	Funding	0	20,800,000	115,666,000
22	Warren ES	Limited Renovation	Planning	0	0	115,666,000
23	Hereford HS	Limited Renovation	Planning	0	0	115,666,000
24	Franklin HS	Limited Renovation	Planning	0	0	115,666,000
25	Seventh District ES	Systemic - Window Replacement	Funding	0	230,000	115,896,000
26	Shady Spring ES	Systemic - Window Replacement	Funding	0	230,000	116,126,000
27	White Oak School	Systemic - Window Replacement	Funding	0	300,000	116,426,000
28	Kenwood HS	Multi-Systemic	Planning	0	0	116,426,000
29	State Relocatable Movement	Moving State Owned Relocatables	Funding	0	725,000	117,151,000
30	Stoneleigh ES	New Addition	Planning	0	0	117,151,000
31	Hampton ES	New Addition	Planning	0	0	\$117,151,000

## Capital Planning Priorities and Recommended Timeline: FY 2010 - 2013

FY 2010	FY 2011	FY 2012	FY 2013
Towson West ES 400 seats Funding	Towson West ES 400 seats Seats Available		
Additional 300 seats Hampton ES Planning	Additional 300 seats Hampton ES Funding	Additional 300 seats Hampton ES Seats Available	
Additional 200 seats Stoneleigh ES Planning	Additional 200 seats Stoneleigh ES Funding	Additional 200 seats Stoneleigh ES Seats Available	
		Additional 200 seats Glenmar ES cluster Planning	Additional 200 seats Glenmar ES cluster Funding
		Additional 700 seats New NW Area ES Planning	Additional 700 seats New NW Area ES Funding
			Additional 200 seats Dogwood ES cluster Planning
			Additional 300 seats Lutherville ES cluster Planning
Replacement school to 1000 seats George Washington Carver HS Funding		Replacement school to 1000 seats George Washington Carver HS Seats Available	

Prepared by the Baltimore County Public Schools  
Office of Strategic Planning, August 2008

Seats Available
Planning
Funding

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

**September 9, 2008**

**RETIREMENTS**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SCHOOL/OFFICE</u></b>	<b><u>YRS. OF SERVICE</u></b>	<b><u>EFFECTIVE DATE</u></b>
Patricia Bull	Bus Attendant	Transportation	26.6	07/01/08
Catherine Bethea	Science Teacher	New Town High	38.0	07/01/08
Lisbeth Christensen	Guidance Counselor	Pleasant Plains Elementary	18.7	07/01/08
Frances Cloward	Special Ed Teacher	Dundalk High	12.0	07/01/08
Hillary Eckrote	Personnel Assistant	Human Resources	28.4	10/01/08
Marilyn Flax	English Teacher	Lansdowne High	5.5	07/01/08
Beverly Greene	Para Special Education	Summit Park Elementary	20.0	08/01/08
Kay Leedy	Guidance Secretary	Sudbrook Magnet Middle	22.0	09/01/08
Eartha Lamkin	Special Ed Teacher	Milbrook Elementary	36.0	07/01/08
Kimberly LaVigueur-Miller	Reading Teacher	Dulaney High	3.8	07/01/08
Cynthia Linthicum	Guidance Counselor	Perry Hall High	14.0	07/01/08
Barbara Plogman	Physical Ed Teacher	Charlesmont Elementary	19.0	07/01/08
Cheryl Wooden	Kindergarten Teacher	Oakleigh Elementary	20.0	07/01/08
Cindy Zonies	Spanish Teacher	Ridgely Middle	19.0	07/01/08

As of 8/12/2008

**BALTIMORE COUNTY PUBLIC SCHOOLS  
TOWSON, MARYLAND 21204  
September 9, 2008**

**RESIGNATIONS**

**ELEMENTARY – 16**

Deep Creek Elementary School

Kimberly A. Gallis, 07/01/08, 2.0 yrs.  
Grade 4

Diana M. Nappi, 07/01/08, 2.0 yrs.  
Grade 4

Eastwood Center

Teresa W. Koogle, 07/01/08, 25.0 yrs.  
Special Education – Inclusion

Glenmar Elementary School

Heather M. Holder, 07/01/08, 1.0 yr.  
Kindergarten

Hernwood Elementary School

Hedy T. Ruohoniemi, 07/01/08, 13.0 yrs.  
Nurse

Hillcrest Elementary School

Jessica L. Esposito, 07/01/08, 5.0 yr.  
Grade 1

Johnnycake Elementary School

Susannah G. Enns, 07/01/08, 1.0 yr.  
Grade 1

Logan Elementary School

Deanna J. Palasik, 07/01/08, 8.0 yrs., 10.0 mos.  
Grade 1

Padonia Elementary School

Laurie J. Matson, 07/01/08, 2.0 yrs.  
Occupational Therapist

Reisterstown Elementary School

Dianne M. Hann, 07/01/08, 16.0 yrs.  
Kindergarten

Stoneleigh Elementary School

Laura C. Kessler, 07/01/08, 1.0 yr.  
Grade 1

Villa Cresta Elementary School

Nanette S. Wold, 07/01/08, 5.0 yrs.  
Hearing Impaired – Self-Contained

Westchester Elementary School

Jennifer P. Vulgaris, 07/01/08, 6.0 yrs.  
Grade 5

White Oak School

Tracey L. Cunningham, 07/01/08, 6.0 mos.  
Special School Nurse

Woodmoor Elementary School

Patti L. McMackin, 07/01/08, 8.0 yrs.  
Grade 4

Allison Weinick, 07/01/08, 9.0 yrs., 7.0 mos.  
Grade 1

**SECONDARY – 39**

Catonsville Middle School

Jason L. Robertson, 07/01/08, 4.0 yrs.  
Science

Jennifer L. Shearer, 07/01/08, 4.0 yrs.  
Physical Education

Catonsville High School

Erika N. Lane, 07/01/08, 4.0 yrs.  
Special Education – Inclusion

Deep Creek Middle School

William J. Butler, 07/01/08, 6.0 yrs.  
Special Education – Inclusion

Bethany L. Maynard, 07/01/08, 4.0 yrs.  
English

Deer Park Middle Magnet School

Mariea Z. Morales, 07/01/08, 6.0 yrs.  
Social Studies

Dundalk High School

Emily R. Mohr, 07/01/08, 2.0 yrs., 8.0 mos.  
Nurse

Franklin Middle School

Debra J. Leathers, 07/01/08, 8.0 yrs.  
Science

Franklin High School

Denise L. Frazier, 07/01/08, 11.0 yrs.  
English

Golden Ring Middle School

Martin J. Essig, 07/01/08, 3.0 yrs.  
English

Hereford High School

Tracey T. Dieringer, 07/01/08, 8.0 yrs.  
Home Economics

Marie K. Heath, 07/01/08, 6.0 yrs.  
Social Studies

Dominic J. Smith, 07/01/08, 3.0 yrs.  
French

Lansdowne Middle School

Jodi L. Tamminga, 07/01/08, 1.0 yrs.  
Spanish

Lansdowne High School

Juliette B. Hachem, 07/01/08, 2.0 yrs.  
Mathematics

Ellen C. Little, 07/01/08, 3.0 yrs., 9.0 mos.  
Special Education – Inclusion

David B. Yarmchuk, 07/01/08, 4.0 yrs.  
Science

Loch Raven High School

Megan M. Easton, 07/01/08, 11.0 yrs.  
English

Loch Raven Technical Academy

Cheryl B. Brown, 07/01/08, 1.0 yr., 8.0 mos.  
Nurse

Craig O. Davis, 07/01/08, 1.0 yr.  
Music - Instrumental

Milford Mill Academy

Mark J. Fucci, 07/01/08, 4.0 yrs.  
Art

Owings Mills High School

William A. Kaputa, 07/01/08, 2.0 yrs.  
Science

Jillian M. Korn, 07/01/08, 1.0 yr.  
Behavior Intervention – Special Education

Parkville High School

Roxanne E. Snyder, 07/01/08, 1.0 yr., 7.0 mos.  
Science

Perry Hall High School

Joshua M. Haza, 07/01/08, 7.0 yrs.  
Music – Instrumental

Pikesville High School

James A. Vodarick, 07/01/08, 2.0 yrs.  
Science

Randallstown High School

Kenneth E. Bostic, 07/01/08, 6.0 yrs.  
Physical Education

Julie M. Gross, 07/01/08, 4.0 yrs.  
Art

Stemmers Run Middle School

Traci A. Chavis, 07/01/08, 8.0 yrs.  
Special Education - Inclusion

Jessica R. Sampson, 07/01/08, 4.0 yrs.  
Special Education – Self-Contained

Sudbrook Magnet Middle School

Amanda J. Siver, 07/01/08, 2.0 yrs.  
Mathematics

Towson High School

Kathryn A. Earle, 07/01/08, 3.0 yrs.  
English

Western School of Technology & Science

Amy C. Martinez, 08/20/08, 2.0 days  
Science

Windsor Mill Middle School

Alexis R. Sacks, 07/01/08, 1.0 yr.  
Dance

Woodlawn High School

Cliffie D. James, 07/01/08, 2.0 yrs.  
Special Education – Self-Contained

Stan R. Johnson, 07/01/08, 1.0 yr., 9.0 mos.  
Special Education – Inclusion

Edward Sauls, 07/01/08, 5.0 yrs., 8.0 mos.



**RESIGNATIONS****3****September 9, 2008**

Special Education – Self-Contained

Richard M. Tiras, 07/01/08, 2.0 yrs.  
Mathematics

Lori A. Turner, 07/01/08, 2.0 yrs.  
Special Education – Self-Contained

Administrator

Kimberly M. Corprew, 08/14/08, 17.0 yrs.  
Assistant Principal

Office of Humanities

Elizabeth T. Berquist, 07/01/08, 8.0 yrs.  
Resource Teacher

Office of Mathematics, Pulaski Park

William J. Barnes, 07/01/08, 13.0 yrs.  
Resource Teacher

**CENTRAL OFFICES – 3****SEPARATIONS FROM LEAVE – 2**

Jill K. Emerson, granted Unusual and Imperative Leave, 07/01/07-06/30/08, resigning 07/01/08, 11.0 yrs.  
Kimberly S. Smith, granted Personal Leave, 07/01/07-06/30/08, resigning 07/01/08, 14.0 yrs.

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

**September 9, 2008**

**LEAVES**

**EDUCATIONAL LEAVES**

LINNEA B. CASKEY – (Paraeducator) General John Stricker Middle School  
Effective August 3, 2008, through June 30, 2009

KASHELE T. MYRICK – (Paraeducator) Lansdowne High School  
Effective August 1, 2008, through June 30, 2009

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**RECOMMENDED APPOINTMENTS**

**September 9, 2008**

**NAME**

**FROM**

**TO**

**JONATHAN D. BROWN**  
(Effective September 10, 2008)

Associate Superintendent,  
Curriculum and Instruction  
Dayton, Ohio Public Schools

Associate Superintendent,  
Curriculum and Instruction

(Redirected Position)

**LYNNE M. PALMER**  
(Effective September 10, 2008)

Teacher/Special Education Early  
Childhood – Inclusion  
Owings Mills Elementary School

Assistant Principal  
Johnnycake Elementary  
School

(Replacing Kathy Dimitrievski, resigned)

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

**TO:** BOARD OF EDUCATION

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

**SUBJECT:** **NEW ADVISORY COUNCIL MEMBER – CENTRAL AREA  
EDUCATION ADVISORY COUNCIL**

**ORIGINATOR:** Lyle Patzkowsky, Assistant Superintendent, Central Area

**RESOURCE  
PERSON (S):**

**RECOMMENDATION**

That the Board of Education appoints Dr. Laurie Taylor-Mitchell  
to the Central Area Education Advisory Council.

\*\*\*\*\*

## **BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

**TO:** BOARD OF EDUCATION

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

**SUBJECT:** **NEW ADVISORY COUNCIL MEMBER – NORTHWEST AREA  
EDUCATION ADVISORY COUNCIL**

**ORIGINATOR:** William Lawrence, Assistant Superintendent, Northwest Area

**RESOURCE  
PERSON (S):**

### **RECOMMENDATION**

That the Board of Education appoints Mr. Noel L. Green to the Northwest Area Education Advisory Council.

\*\*\*\*\*

**2008-2009**

# **Supplement**

to the

## **MASTER AGREEMENT**

between the

**The Baltimore (County Instructional) Assistants &  
Clerical Employees, Inc.  
(BACE)**

and the

**Board of Education of Baltimore County**

**July 1, 2007 – June 30, 2012**

## **ARTICLE 7 - Wages and Working Hours**

### **7.3 Overtime**

Any employee who obtains prior authorization from an appropriate administrator/supervisor to work in excess of his/her normal schedule shall be compensated by agreed upon compensatory time hour for hour or by cash payment as follows:

- a. Up to forty (40) hours per workweek -- (1) cash payment-employee's hourly rate or (2) compensatory time-hour for hour.
- b. Hours in excess of forty (40) hours per workweek -- (1) cash payment-time and one-half employee's hourly rate or (2) compensatory time-one and one-half hours per hour.
- c. Any employee who earns compensatory time shall be provided the opportunity to use that compensatory time prior to the end of the school year for ten (10) month employees or the end of the fiscal year for twelve (12) month employees. Unused compensatory time shall be paid to the employee at the end of the fiscal year.

## **Article 11 - Transportation Reimbursement**

The authorized use of an employee's personal car for transportation to accomplish his/her assigned duties shall be reimbursed at the rate established by the Internal Revenue Service. The use of a personal automobile may be authorized for:

- a. Attendance at a meeting called by an appropriate administrator.
- b. Banking and Post Office business.
- c. Travel from one work location to another at the direction of the appropriate administrator.
- d. Staff development activities held during the regular day.
- e. Employees assigned to two (2) or more locations on any given day will be reimbursed for the total mileage incurred less the normal round-trip commuting distance to the closest school or office to which the employee is assigned.

Reimbursement forms will be submitted monthly, bi-monthly, or quarterly. No reimbursement of less than fifteen dollars (\$15.00) will be paid to an employee during any period of time, except for the final reimbursement of the fiscal year, which may be submitted for less than fifteen dollars (\$15.00). Final reimbursement reports must be submitted by June 30 for ten (10) month employees, or within seven (7) duty days of the close of the fiscal year for all other employees in order to receive reimbursement.

## **Article 18 Salaries**

### **18.2 Longevity\*\*\***

At the beginning of the 11<sup>th</sup>, 13<sup>th</sup>, 15<sup>th</sup>, 17<sup>th</sup>, 19, 21<sup>st</sup>, 23<sup>rd</sup>, 25<sup>th</sup>, 27<sup>th</sup>, 29<sup>th</sup>, 31<sup>st</sup>, 33<sup>rd</sup>, 35<sup>th</sup>, 37<sup>th</sup>, and 40th year of permanent employment with the Board of Education, the employee shall receive longevity salary increments in accordance with the current salary schedule.

### **APPENDIX A\*\*\***

Remove step 1 of the Paraeducator scale and add a new step 10; Employees shall remain on current steps; Add three (3) new longevity steps at 35, 37, and 40 years.

**\*\*\*Please note: The changes in Longevity and Appendix A above were not funded by the county fiscal authorities. Therefore, they will not be implemented for FY 09.**





**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

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

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

**RE:** **RECOMMENDATIONS FOR AWARD OF CONTRACTS**

**ORIGINATOR:** J. Robert Haines, Esq., Deputy Superintendent

**PERSON(S):** Rick Gay, Manager, Office of Purchasing  
Michael G. Sines, Executive Director, Department of Physical Facilities

**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 – September 9, 2008**

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

- 1. Contract Modification:** Charter School Agreement  
**Contract #:** RGA-111-09

**Term:** N/A      **Extension:** N/A      **Contract Ending Date:** N/A  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**Description:**

On January 22, 2008, the Board approved a contract with the Imagine Schools – MD Region. Imagine Schools will receive budgeted funds rather than a cash distribution. The per-pupil allocation will be reduced by \$73. Grant responsibility by the charter school will also be delineated. BCPS is recommending that Section XIX, Fiscal Matters (paragraph D), be changed to reflect this new process.

**Recommendation:**

Award of contract modification is recommended to:

Imagine Schools – MD Region	Baltimore, MD
<b>Responsible school or office:</b>	Department of Special Programs, PreK-12
<b>Contact person:</b>	Sonja Karwacki
<b>Funding source:</b>	Operating budget
<b>PDK Audit Alignment:</b>	None
<b>Explanatory Details:</b>	The PDK audit does not address this item.

**2. Contract:** Augmentative Communication Devices  
**Contract #:** JN1-717-09

**Term:** 5 year      **Extension:** 0      **Contract Ending Date:** 9/30/13  
**Estimated annual award value:** \$ 60,000  
**Estimated total award value:** \$300,000

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of the sole-source purchase of augmentative communication devices to support the academic and communication needs of students who are otherwise unable to verbally communicate. The devices are selected based upon the unique features of each individual student's communication, physical, and academic requirements.

Superintendent's Rule 3215 creates guidelines and procedures for sole-source procurement only under specific guidelines. The rule permits a sole-source contract when the Office of Purchasing determines "that it would be advantageous or [that it would be] impractical to seek or utilize another source when the requirement is only available from a single source and when the compatibility of equipment, accessories, or replacement parts is the paramount consideration."

**Recommendation:**

Award of contract is recommended to:

Prentke Romich Company	Wooster, OH
<b>Responsible school or office:</b>	Division of Curriculum and Instruction
<b>Contact person:</b>	Patricia Lawton
<b>Funding source:</b>	Operating budget
<b>PDK Audit Alignment:</b>	Recommendation: 9
<b>Explanatory Details:</b>	Develop and implement system planning focused on goals to ensure equal access for students to all comparable programs, services, and opportunities for student success, take steps to eliminate the achievement gap among student groups, and act to allocated resources on the basis of need.

**3. Contract:** College Preparatory Support Program  
**Contract #:** JN1-722-09

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 9/30/09  
**Estimated annual award value:** \$260,000  
**Estimated total award value:** \$260,000

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of an agreement with The College Board *Connect to College Success* and BCPS to increase college awareness and preparation for students. The College Board *Connect to College Success* will provide students, teachers, counselors, and administrators with practice lessons and study guides, instructional strategies and materials, technical training, and focused workshops.

Students will have access to a college preparatory support program that will allow them, along with a teacher or counselor, to explore post-secondary options. Also included is access to an interactive Web site that allows middle and high school students to explore majors, colleges, and careers based on their academic achievement and interests. A Web-based Scholastic Aptitude Test (SAT) online course with feedback response explanations is provided to help prepare students for the SAT.

Superintendent's Rule 3215 creates guidelines and procedures for sole-source procurement only under specific guidelines. The rule permits a sole-source contract when the Office of Purchasing determines "that it would be advantageous or [that it would be] impractical to seek or utilize another source when the requirement is only available from a single source and when the compatibility of equipment, accessories, or replacement parts is the paramount consideration. A sole-source purchase may also arise from the following condition: copyrighted products, such as software, publications, textbooks, media, or products (specialized and/or advanced technology), which ensure a compatible learning environment for students/faculty at various school sites." The College Board holds the copyright for these materials.

**Recommendation:**

Award of contract is recommended to:

The College Board

Bala Cynwyd, PA

**Responsible school or office:**

Division of Curriculum and Instruction

**Contact person:**

Patricia Lawton

**Funding source:**

Operating budget

**PDK Audit Alignment:**

Recommendation: A.9.5

**Explanatory Details:**

Oversee all reports, budgets, planning documents, assessments, programs, and interventions to ascertain the equitable treatment of all students at all school sites and alignment with district direction.

4. **Contract:** English Textbooks and Related Materials for Non-Title I Elementary Schools  
**Contract #:** JN1-716-09

**Term:** 1 year                      **Extension:** 0                      **Contract Ending Date:** 8/12/09  
**Estimated annual award value:** \$1,629,672  
**Estimated total award value:** \$1,629,672

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of the purchase of the Houghton Mifflin *English* textbook and related materials for non-Title I elementary schools. The Houghton Mifflin *English* textbook was selected using the process outlined in Policy and Rule 6163.2. A focus group composed of teachers and parents recommended this text. This purchase will enable all elementary schools to have a consistent English text. Houghton Mifflin *English* provides teachers with instructional resources for teaching grammar, mechanics, usage, and composing. The text provides fully developed, explicit lessons with suggestions for differentiation. It is aligned with the Houghton Mifflin anthology already used in Grades 1-5.

**Recommendation:**

**Award of contract is recommended to:**

Houghton Mifflin Harcourt

Geneva, IL

**Responsible school or office:**

Division of Curriculum and Instruction

**Contact person:**

Patricia Lawton

**Funding source:**

Operating budget

**PDK Audit Alignment:**

Recommendation: A.3.1

**Explanatory Details:**

Align instructional strategies in all guides, including core and non-core content areas, with each objective in terms of content, context, and cognitive rigor. Provide teachers with strategies that give specific approaches to teaching the expected learning of the objective.

**5. Contract:** Optical Mark Reader/Scanner  
**Contract #:** JN1-718-09 (GSA Contract GS-35F-0278K)

**Term:** 2 years      **Extension:** 0      **Contract Ending Date:** 9/30/10  
**Estimated annual award value:** \$250,000  
**Estimated total award value:** \$500,000

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of the purchase of optical mark readers/scanners to use with the ScanTools Plus software used in the scoring of the TestTrax exams that will be administered in the schools.

Board of Education Policy 3210 and §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland allows BCPS to utilize contracts awarded by other government agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures.

**Recommendation:**

Award of contract is recommended to:

Scantron

Eagan, MN

**Responsible school or office:**

Department of Technology

**Contact person:**

Michael Goodhues

**Funding source:**

Operating budget

**PDK Audit Alignment:**

Recommendation: 6

**Explanatory Details:**

Require the systematic evaluation of district programs and master plan actions by external or internal program review linked to student achievement data.



**6. Contract:** Resident Teacher Coach Program  
**Contract #:** RGA-113-09

**Term:** 1 year      **Extension:** 0      **Contract Ending Date:** 6/30/09  
**Estimated annual award value:** \$157,762  
**Estimated total award value:** \$157,762

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** NA  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of coaching services for the Resident Teacher Certification Program that enables teachers to achieve a Maryland Standard Professional Certificate in the critical shortage areas of math, science, English, world languages, and special education as described by *No Child Left Behind*.

**Recommendation:**

Award of contract is recommended to:

Towson University  
Notre Dame University  
Goucher College

Baltimore, MD  
Baltimore, MD  
Baltimore, MD

**Responsible school or office:** Department of Human Resources

**Contact person:** Dr. Donald A. Peccia

**Funding source:** Title II federal grant

**PDK Audit Alignment:** None

**Explanatory Details** The PDK audit does not address this item.

**7. Contract:** Scheduler's Trainer (Contractual)  
**Contract #:** JN1-719-09

**Term:** 1 year      **Extension:** 1 year      **Contract Ending Date:** 6/30/10  
**Estimated annual award value:** \$45,000  
**Estimated total award value:** \$90,000

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of bids received:** N/A  
**No. of no-bids received:** N/A

**Description:**

This contract consists of training services for principals and other staff responsible for scheduling in order to provide ongoing technical support to schools, as needed.

**Recommendation:**

Award of contract is recommended to:

Suzanne Bridges

Pikesville, MD

**Responsible school or office:**

Department of Professional Development

**Contact person:**

Verletta White

**Funding source:**

Operating budget

**PDK Audit Alignment:**

Recommendation: 2

**Explanatory Details:**

Develop and implement comprehensive professional development policies, rules and plans, which provide central control and coordination of all professional development.

- 8. Contract:** Request to Move Forward for Conveyance of Property: Overlea High School  
**Contract #:** RGA-116-09

**Term:** N/A      **Extension:** N/A  
**Estimated annual award value:** N/A  
**Estimated total award value:** N/A

**Contract Ending Date:** N/A

**Bid issued:** N/A  
**Pre-bid meeting date:** N/A  
**Due date:** N/A  
**No. of vendors issued to:** N/A  
**No. of no-bids received:** N/A  
**No. of bids received:** N/A

**Description:**

On December 19, 2006, the Board approved the Maryland Transportation Authority's (MdTA) right of entry onto the 2.4212 acres, shown on Plant No. 57197, for highway improvements to I-95. The proposed project will impact Overlea High School in that the MdTA wishes to acquire approximately 2.4121 acres in fee simple and the perpetual easement as shown on State Highway Administration (SHA) Plant No. 57197. This action will declare the 2.4121 acre area surplus and deed the property to the MdTA. In exchange for the Overlea property, SHA will convey to the Board the Providence Road Park and Ride, which is approximately nine acres.

**Recommendation:**

Approval of conveyance

Responsible school or office:	Department of Physical Facilities Office of Law
Contact person:	Michael G. Sines Margaret-Ann F. Howie, Esquire
Funding source:	N/A
PDK Audit Alignment:	None
Explanatory Details	The PDK audit does not address this item.

**9. Request to Negotiate:** Construction Management (CM) Services – Towson West Elementary School – New Construction  
**Contract #:** JMI-645-08 (PS 08-08)

**Term:** N/A    **Extension:** N/A    **Contract Ending Date:** N/A

**Estimated annual award value:** N/A

**Estimated modification amount:** N/A

**Estimated total award value:** To be negotiated and approved by the Board

**Description:**

On August 12, 2008, the Board approved a request to conduct negotiations with The Whiting-Turner Contracting Company for construction management (CM) services on the Towson West Elementary School project.

Following several proposals submitted by the CM, the cost quoted exceeds what is considered to be a reasonable fee. The CM has stated that they cannot lower their proposal any further on the project. Therefore, approval is now requested to negotiate with Oak Contracting Corporation, the next firm recommended by the Selection Committee.

**Recommendation:**

Approval is recommended to negotiate with:

Oak Contracting Corporation	Towson, MD
<b>Responsible school or office:</b>	Department of Physical Facilities
<b>Contact person:</b>	Michael G. Sines
<b>Funding source:</b>	Capital budget
<b>PDK Audit Alignment:</b>	None
<b>Explanatory Details:</b>	The PDK audit does not address this item.

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

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

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

**SUBJECT:** **CONSIDERATION OF THE BOARD NORMS**

**ORIGINATOR:** JoAnn Murphy, Board President

**RESOURCE  
PERSON (S):**

**RECOMMENDATION**

That the Board of Education approve the proposed revisions to the Board Norms.

\*\*\*\*\*

Attachment I – Board Norms



## **BOARD NORMS**

### FOR THE BCPS BOARD OF EDUCATION

OUR FOCUS: MEETING THE NEEDS OF ALL OF OUR CHILDREN IN ALL OF OUR SCHOOLS

- We will treat each other with respect by:
  - Listening attentively,
  - Coming prepared to participate, and
  - Considering all points of view.
- We will interact respectfully with:
  - Members of the community,
  - Public officials,
  - The Superintendent, school system staff, and students and
  - Each other
- We will communicate openly and honestly **USING ESTABLISHED PROTOCOLS.**
- We will adhere to standards of ethical conduct and [respect] **MAINTAIN** confidentially, **PARTICULARLY IN THE AREAS OF CLOSED SESSIONS AND ADMINISTRATIVE FUNCTION SESSIONS.**
- We will recognize and support our collective decision-making responsibility.
- We will continually strive to expand our knowledge of public education and skills in governance through:
  - Conferences
  - Workshops
  - Seminars
  - Books and publications
  - Retreats

Board Norms

Adopted: 09/15/03

Revised: 08/28/05

REVISED:

Baltimore County Board of Education

**All CAPS indicates additions**  
**Brackets [ ] indicates deletions**

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 9, 2008

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

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

**SUBJECT:** **CONSIDERATION OF THE BOARD OF EDUCATION'S FOCUS  
AREAS FOR 2008-2009**

**ORIGINATOR:** JoAnn Murphy, Board President

**RESOURCE  
PERSON (S):**

**RECOMMENDATION**

That the Board of Education approve its Focus Areas for 2008-2009.

\*\*\*\*\*

Attachment I – Focus Areas 2008-2009



## Board of Education Mission

The Board of Education of Baltimore County serves as the liaison to the community and is committed to providing a quality education for all students in safe and orderly schools by developing and implementing policies reflective of community values and ensuring the efficient and effective use of fiscal and human resources.

## Focus Areas 2008-09

Every year, the Baltimore County Public Schools Board of Education identifies specific focus areas. This document highlights the Board's focus areas for 2008-09 and shows how they are aligned with the school system's foundational *Blueprint for Progress* and the recent curriculum audit.



### Performance Goals from the Baltimore County Public Schools *Blueprint for Progress*

### Board of Education Focus Areas for 2008-09

#### Performance Goal 1

By 2012, all students will reach high standards, as established by the Baltimore County Public Schools and state performance level standards, in reading/language arts, mathematics, science, and social studies.

#### Performance Goal 2

By 2012, all English Language Learners will become proficient in English and reach high academic standards in reading/language arts, mathematics, science, and social studies.

#### Performance Goal 5

All students will graduate from high school.

#### Performance Goal 3

All students will be taught by highly qualified teachers.

#### Student Achievement

Through increased rigor and data-driven decision-making, promote continued advancement of student achievement in Baltimore County Public Schools.

1. Monitoring the success of programs through performance data.
2. Preparing middle school students for high school.
3. Providing teachers with ongoing assessments of students' learning needs.
4. Ensuring that all students ~~are enrolled in~~ **have access to** rigorous courses leading to the acquisition of 21<sup>st</sup> century skills.
5. Expanding participation in Advanced Placement and SAT programs.
6. Integrating art, music, and physical education into curriculum.
7. **Monitoring that** ~~Ensuring that resources directed to school~~ **resources are directed to schools** where they are most needed.

#### Staffing

Continue to demonstrate to Baltimore County Public Schools' employees that they are the school system's most important resource.

1. Striving to place the most qualified leadership and staff into underperforming schools.
2. Providing effective professional development and resources to teachers, incorporating curriculum audit recommendations for differentiation.
3. Advocating for competitive employee salaries and benefits.

The Baltimore County Public Schools  
Board of Education

6901 Charles Street  
Towson, MD 21204  
[www.bcps.org](http://www.bcps.org)  
410-887-4126

*continued on other side*



## Performance Goals from the Baltimore County Public Schools *Blueprint for Progress*

## Board of Education Focus Areas for 2008-09

### Performance Goal 4

All students will be educated in school environments that are safe and conducive to learning.

### Facilities

Building and maintain facilities in the Baltimore County Public Schools' system that are conducive to teaching and learning.

1. Increasing maintenance-related budgets and maintaining all buildings to specified standards.
2. Continuing to acquire land for expansion, especially for a high school in the Central/Northeast area.
3. Exploring alternatives for additional school sites.
4. Developing a strategy for providing air conditioning to all schools.

### Safe Schools

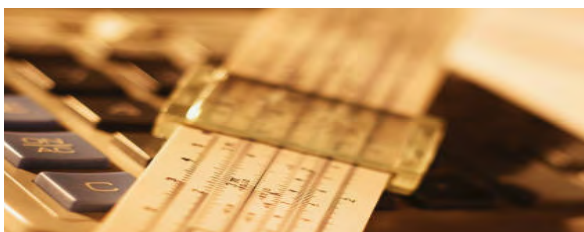
1. ~~Ensure that Baltimore County Public Schools provide safe learning environments.~~ Supporting the Superintendent's budget request related to safe school initiatives.
2. ~~Strive to provide eco-friendly facilities.~~ Incorporating the latest trends in "green" design into future construction/renovation projects.

### Performance Goal 6

Engage parents/guardians, business, and community members in the educational process.

### Performance Goal 7

Involve principals, teachers, staff, stakeholders, and parents/guardians in the decision-making process.



### Communications and Marketing

Promote Baltimore County Public Schools and enhance Board communications.

1. Increasing effective Board communications (e.g., including executive summaries in Board reports, sharing Board committee reports; refocusing constituent reports at Board meetings to emphasize Board areas of focus).
2. Using multiple vehicles and strategies to promote BCPS.
3. Developing a legislative agenda, and sharing it with Board advisory and stakeholder groups.
4. Meeting with the County Executive and County Council.
5. Lobbying more effectively in Annapolis.
6. Exploring new ways of engaging families and communities to join with us in promoting student achievement.
7. Encouraging citizens to participate in the work of the Area Education Advisory Councils, which provide input to the Board.

### Performance Goal 8

All students will receive a quality education through the efficient and effective use of resources and the delivery of business services.

### Fiscal Management

~~Ensure that Baltimore County Public Schools remains~~ Maintain BCPS status as a model of public sector fiscal management.

1. Continuing initiatives to enrich Board knowledge in fiscal areas.
2. ~~Basing fiscal decisions on hard data and Board priorities.~~ Setting Board priorities and fiscal decisions based on hard data.

**Baltimore County Public Schools  
School Opening Report  
2008-2009**

On August 25, 2008, 105 elementary schools, 27 middle schools, and 24 high schools welcomed back 101,381 Baltimore County Public School students to a brand new school year. Staff members from Curriculum and Instruction, Business Services, and the Area Offices were in schools on opening day and throughout the first week of school. Reports from those visits confirmed that schools were open on time, buildings were clean, instructional materials were in place, and teaching and learning were evident.

***Enrollment***

The recorded opening day enrollment of 101,381 students was 98.1% of our projected enrollment of 103,380 – a difference of 1,999 students. On an area-by-area basis, actual enrollment varied from 96.3% of projection to 99.9% of projection. Actual enrollments vary over the course of the school year and the official enrollment count is recorded as of September 30 of each school year. On September 2, 2008, actual enrollment had increased to 103,530 students; 150 students over the projected amount.

***Schools and Centers***

The new Vincent Farm Elementary School opened on time and fully staffed. The opening of Imagine Discovery Charter School was delayed by one day while the building occupancy permit was being processed.

New principals were assigned in 4 schools in the southwest area, 6 schools in the northwest area, 5 schools each in the central and northeast areas, and 8 schools in the southeast area.

Back-to-School nights have been scheduled throughout the county and the dates for those events are posted on the system's web site.

***Staffing***

By opening day, the Department of Human Resources had hired 761 teachers and schools were fully staffed in the core subject areas of math, science, English, and social studies. A total of 3.5 FTEs remain vacant in the following schools and subject areas:

- Villa Cresta Elementary – Deaf and Hard of Hearing
- Dundalk Middle School – Vocal Music (.5)
- Dundalk High School – JROTC
- Milford Mill High School – JROTC

Vacancies in support service positions, including bus drivers, food service workers, paraeducators, maintenance and operations staff, clerical staff, and supervisory and technical positions, totaled 114 on opening day, 69 fewer than on opening day last year.

### ***Instructional Readiness: Division of Curriculum and Instruction***

In conjunction with staffing and hiring efforts, instructional readiness was realized through a variety of initiatives and activities.

In Language Arts, new curriculum guides are in place for Grades 8, 11, and 12 and Springboard will be available in Grade 8 in every middle school.

In mathematics, new instructional materials are in place for Grade 6, and in high schools new textbooks for College Readiness Mathematics and Precalculus were ordered and delivered.

In social studies, a revised gifted and talented (GT) American Government curriculum is in place. Our science, technology, engineering, and mathematics (STEM) initiatives continue at Chesapeake High School and Grade 9 STEM courses are being offered in 22 middle schools.

The integration of special education and general education continues with the on-going assignment of special education resource teachers to the four core content areas and professional development that is focused on differentiation, increasing rigor, and setting high expectations for teaching and learning.

Title I services are offered in 42 elementary schools this year. The Department of Human Resources hired 156 teachers for these schools and all are expected to be highly qualified when the Praxis scores and out-of-state certificates are received. Each of the 20 paraeducators newly hired for positions in Title I schools are highly-qualified. The school system was not required to offer Title I transfer options this year; however, students who accessed the option in prior years are allowed to remain in that school through the terminal grade.

The Catalyst Gifted and Talented program in Title I elementary schools is again being supported through the assignment of 19 FTE resource teaching positions. The Reading Research Laboratories program will be implemented in 37 Title I schools, and 31 Title I schools will offer an extended day/extended year acceleration program.

The AVID program is again being offered in all high schools and this year it will also be implemented in four middle schools: Dundalk, Lansdowne, Woodlawn, and Southwest Academy.

The Department of Student Support Services has processed 1,918 non-resident applications, 3,477 new shared domicile applications, and 320 special transfer requests. A total of 4,338 of those applications have been approved, 263 have been denied, and 89 are pending. The number of non-resident and shared domicile applications is up significantly from this time last year.

Professional development was provided to 743 teachers as part of a three-day New Teacher Induction Program. All teachers and Curriculum and Instruction personnel participated in the countywide Professional Development Day on August 20, 2008.

Division of Curriculum and Instruction staff who visited schools during opening week reported that teachers were ready for their students with instructional materials in place.

***School Readiness: Division of Business Services***

The Department of Technology continued the installation of fiber optic networks at 80 additional instructional and administrative sites. This provides an increase in bandwidth along with greater network stability and reliability.

In addition, electronic closets were upgraded in all elementary schools, and wireless technology was installed in select areas in all schools. Laptop carts were installed in four elementary schools in the central area to convert computer labs into teaching stations. The department also replaced 261 Mac computers in special education programs.

The work of the Department of Physical Facilities contributed greatly to the successful opening. All 171 Baltimore County schools and centers opened on time, clean, and ready to receive teachers and students. The new charter school opened one day later on August 26 after all required permits were issued.

The Office of Maintenance completed 1,793 work orders and 295 maintenance upgrades were addressed including electrical repairs, fire alarm testing, stage refinishing, boiler repairs, interior and exterior door replacement, storm drain repairs, lavatory stall replacements, carpet and floor tile replacement, plumbing repairs, abatement projects, and stage curtain replacements.

The Office of Grounds completed 2,057 work orders including signage, line marking, graffiti removal, safety related concrete repairs, turf and fence repair, tree removal, playground inspection and equipment repairs, and athletic field repairs.

In addition to managing 76 capital construction projects, the Department of Physical Facilities completed 9 middle school renovation projects; 12 schools received new windows; 5 schools received parking upgrades and modifications; new roofs were completed at 7 schools; 12 schools received security cameras and access systems; 31 schools received playground security cameras; and exterior lighting was completed at 6 schools. Renovations continue in another 10 middle schools and new boilers are being installed in four schools, new windows in five schools, and new roofs on three schools.

In the southwest area, this work is reflected at:

- Hillcrest Elementary and Catonsville Middle ( additions)
- Maiden Choice School ( new roof)
- Woodlawn Middle (major renovations)
- Hebbville and Johnnycake Elementary (windows)
- Western School of Technology ( gymnasium floor)
- Halethorpe Elementary ( parking lot repaving)
- Arbutus Elementary ( new roof)

In the northwest area, this work is reflected at:

- Franklin Middle ( restroom renovation)
- Pikesville, Old Court, Sudbrook Magnet Middle (major renovations)
- Old Court and Pikesville ( new roofs)
- Reisterstown Elementary ( windows)

In the central area, this work is reflected at:

- Hereford Middle (major renovations)
- Lutherville Laboratory, Villa Cresta Elementary, White Oak School, Ridgely Middle (parking lot upgrades)
- Lutherville Laboratory (boiler)
- Cockeysville Middle (new roof)
- Pleasant Plains, Rodgers Forge Elementary (restroom renovations)

In the northeast area, this work is reflected at:

- Harford Hills Elementary (parking lot upgrades)
- Pine Grove Middle (renovations)
- Shady Springs Elementary (boiler replacement)
- Vincent Farm Elementary ( new construction)

In the southeast area, this work is reflected at:

- Deep Creek and General John Stricker Middle (major renovations)
- Sandy Plains Elementary ( parking lot upgrades)
- Chase Elementary (new windows)
- Sandalwood Elementary (new chiller)
- Deep Creek Middle (new roof)

Support services were also in place for all students. The Office of Transportation safely delivered approximately 65,000 students using 848 bus routes. The Office of Food and Nutrition Services prepared nearly 40,000 meals on opening day and the number of meals served continues to increase each day. Vacancies still exist in both of these operations; however, services on the first day and during the first week were provided without unusual or unforeseen disruption.

Providing students with the opportunity to receive a quality education is a joint and collaborative effort. The smooth start to the 2008-2009 school year may be attributed to the enthusiasm and energy evident among students and staff and the continuing support of our parents and stakeholders.

[RULE 6200]

**INSTRUCTION: School Libraries****Relationships of Media Specialists or Librarians to the School Facility**

In response to the expanded concept of learning -- a concept which encompasses individualized learning, a multi-sensory approach to learning -- the school library of today is developing into a media center which supplements, extends, and enriches classroom teaching and student learning interests by providing a variety of print and non-print materials and the techniques and equipment to use them.

The media center concept requires a broadened role for the school librarian -- the school media specialist who, in this expanded role, provides a variety of professional services in addition to teaching library skills and providing literature enrichment.

For optimum learning, media specialists must participate with classroom teachers, special teachers, and administrators in cooperative planning. Conferences should be arranged to plan the flexible use of time, space, materials, and personnel in utilizing the services of the media center.

Learning activities utilizing the media center should be based clearly upon the curriculum and upon individual pupil's needs and interests. Library skills are to be taught when a need for their mastery has been demonstrated. These skills are often taught, not in isolation in rigidly prescribed library periods, but at flexibly scheduled times within the context of the curriculum.

The purpose and nature of a specific learning activity will determine whether the classroom teacher needs to be present in the media center or in the library if the school has not yet developed a media center. There may be times when the teacher alone can supervise his pupils' activities in the media center, thus allowing the media specialist or librarian time to work with other teachers and pupil groups requiring his services. Similarly, the nature of the activity will determine the length and frequency of media center utilization by classes, groups, and individual pupils.

The most productive use of the media center and of the supportive services of the media specialist requires an ongoing partnership between teachers, school administrators, and the specialist.

Rule  
Approved: 4/10/73]

Superintendent of Schools