

BALTIMORE COUNTY PUBLIC SCHOOLS

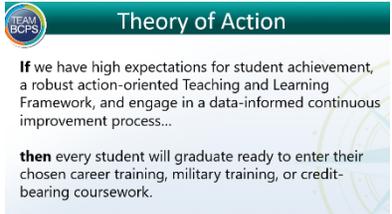
Operational Efficiency Review Report – Division Workgroup Meeting

Chapter 8 – Educational Programs

Action Minutes

Tuesday, December 7, 2021

9:00 – 10:30 a.m.

Recommendation	Status	Summary of modifications, next steps and rationale
<p>8-1 (Page 383) PLANNING BCPS should develop a Theory of Action as a companion piece to operationalize The Compass Strategic Plan, pertaining to the academic program and the delineated Core Value that “Learning is our core purpose.”</p>	<p>Yes</p>	
<p>8-2 (Page 387) OPERATIONS The Chief Academic Officer should establish tighter fiscal controls, revise the job description of the Fiscal Officer to include responsibility for directly supervising and coordinating the work of clerks, fiscal assistants, and other account managers in the departments and offices of the Division of C&I, and upgrade the position of Fiscal Officer to Coordinator.</p>	<p>N/A</p>	<p>This falls out of the purview of the workgroup as it is deals with reorganization/personnel decisions.</p>
<p>8-9 (Page 405) OPERATIONS/PLANNING BCPS and Baltimore County Government should explore developing a shared services agreement regarding the BCPS grants specialist.</p>	<p>Yes</p>	
<p>8-10 (Page 406) BCPS should establish and publish the legal protocols and Memorandum of Understanding for entities or individuals seeking to access data which fall outside of the standard request for information.</p>	<p>Yes</p>	<p>Already in process.</p>

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<p>8-12 (Page 408) BCPS should develop a stipend-based program to fund one staff member per school to serve as a data facilitator and trainer of their colleagues in the area of data access and use of data.</p>	<p>Yes</p>	
<p>8-14 (Page 419) BCPS should revise the Title IX Coordinator job description to include the responsibilities within Title IX pertaining to athletics/activity programs and the necessary collaboration with the Athletics Department and the Coordinator of Athletics.</p>	<p>Yes, with modifications</p>	<p>The Title IX coordinator would not be the designated person to work with HR to develop the job description. It is recommended that the supervisor of the new position work with HR to develop that job description.</p>
<p>8-15 (Page 420) The BCPS Coordinator of Title IX should include the Coordinator of Athletics on the Title IX Steering Committee.</p>	<p>Yes</p>	<p>Already in process.</p>
<p>8-24 (Page 438) BCPS and the Department of Social-Emotional Support should address the growing demands placed upon Health Service providers, readdress supervisory caseloads, staffing for health practitioners and professional learning to address the enhanced wellness and social/emotional requirements the Health Services providers and those they serve.</p>	<p>Yes</p>	<p>The workgroup would like to note that they timeline may need to be extended due (re: study and professional development) to the demands on the current healthcare staff during the ongoing pandemic.</p>
<p>8-26 (Page 450) OPERATIONS The Department of Special Education should design a compliant infrastructure to serve students with specialized needs within the BCPS system.</p>	<p>Yes</p>	<p>Already in process/required.</p>
<p>8-27 (Page 455) The Department of Special Education should address the growth implications for Birth-5 and address staffing for Child Find Assessment Centers, transition/referral timelines and increased personnel responsibilities.</p>	<p>Yes</p>	

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<p>8-28 (Page 461) BCPS and the Department of Special Education should address the growing demands placed upon the Office of Related Services, readdress staffing/staffing caseloads needs, update technology resources and reconsider eligibility for personnel to be compensated with a supplement know as a “Responsibility Factor”.</p>	<p>Yes</p>	<p>Already in process.</p>
<p>8-33 (Page 475) OPERATIONS BCPS should require that all Executive Directors (that principals report to) participate in a 4–5-day summer “bootcamp” and to attend the weekly Academic Team Meetings to ensure all principals are adequately informed and are held to high instructional leadership standards.</p>	<p>Yes, with modification</p>	<p>The modification suggested by the workgroup is that other Executive Directors that support instruction should be invited to the 4-5 day summer “bootcamp” and Academic Team Meetings.</p>
<p>8-34 (Page 477) The BCPS Superintendent should set a priority focus and a higher weight on Standard 4 (Curriculum, Instruction, and Assessment) in the Principals’ Evaluation instrument and Executive Directors should ensure Standard 4 is the focal point of principals’ evaluations.</p>	<p>Yes</p>	
<p>8-37 (Page 481) PLANNING/OPERATIONS BCPS should eliminate the Passport Program and establish a task force to determine the feasibility of starting an elementary immersion program.</p>	<p>Yes</p>	<p>This is already in process.</p>
<p>8-5 (Page 395) PLANNING/OPERATIONS BCPS should explore paying a stipend to coaches who are properly state-licensed and willing to drive buses/vans to transport their teams to alleviate the shortage of drivers.</p>	<p>Yes, with modification.</p>	<p>Expand the recommendation to include others beyond coaches. Also, the representative organizations should be consulted in the process of exploring this option.</p>

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<p>8-8 (Page 404) REORGANIZATION BCPS should revise the title and job description of Supervisor of Formative Assessments to accurately reflect the role of the position.</p>	<p>N/A</p>	<p>This workgroup cannot comment on reorganization/positions. [Note: It has been submitted to HR.]</p>
<p>8-30 (Page 467) COMMUNICATIONS BCPS should incorporate “hot links” within Instructional and other policies that lead the user directly to the referenced information.</p>	<p>Yes</p>	
<p>8-31 (Page 471) PLANNING BCPS should create written criteria and standard operating procedures to follow for the selection of any school receiving central office school improvement initiatives, programs, or services.</p>	<p>Yes, with modification</p>	<p>All hotlinks should be WCAG compliant.</p>
<p>8-32 (Page 472) BCPS should create and publish written protocols and rollout procedures for the Residency Program, the Instructional Core Team (ICT), Target School Improvement (TSI), the new Teaching and Learning Team and any other new school improvement initiatives.</p>	<p>Yes</p>	
<p>8-36 (Page 481) BCPS should conduct annual needs assessment surveys of each of its 175 schools to ensure all central office services are targeted to the specific needs of the school.</p>	<p>Yes</p>	
<p>8-38 (Page 483) OPERATIONS BCPS should align all foreign language courses to ensure students can continue their study in the same language when progressing to the next grade level and/or establish relationships with other programs to offer online courses.</p>	<p>Yes, with modifications.</p>	<p>Staffing, scheduling and feeder patterns should be considered in the implementation. Another consideration that should be included is the ability for the school v. the system to make decisions about which language(s) are offered at schools. [How do we offer consistency in across the entirety of the system?] Course offerings or pathways which increase access for students to have the opportunity</p>

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		to earn the Maryland Seal of Biliteracy should be prioritized.
8-40 (Page 490) PLANNING BCPS should establish an ESOL Task Force to create a phased-in approach to bring secondary ESOL programs back into students' home schools	Yes	
8-49 (Page 522) The Director of Advanced Academic Programming should form an operational committee within the Office of Advanced Academic Programming that specifically looks for ways each program within the office (CTE, Magnet, College and Career Readiness, and Gifted & Talented) will collaborate, examine program effectiveness and measure equity.	Yes, with modifications	This workgroup suggests that this recommendation moves forward in a way that is not contingent on the creation of the position of a Director of Advanced Academic Programming.
8-47 (Page 520) BCPS should, on the condition of receiving additional federal funding, expand the programs and service offerings of Title I and Early Childhood.	Yes, with modifications	It is suggested that Community Schools are added to this recommendation.
8-48 (Page 520) The Early Childhood Program should implement the planning process utilized by the Office of Title I (see Commendation 8-V) whereby a three-year time period is continually under consideration to most efficiently make necessary adaptations to program, funding and enrollment changes.	Yes	

Action Item	Person Responsible
Review recommendations returned to us for further consideration by the Blueprint and/or Stakeholder Work Groups	All Workgroup Members

Next meeting: Monday, December 20, 2021, 12:30 – 2:00 p.m.