

REPORT OF THE WORK SESSION OF THE
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, July 31, 2001
Greenwood

President Donald L. Arnold called the work session to order at 6:48 p.m. In addition to Mr. Arnold, the following Board members were in attendance: Ms. Erica A. Cohn, Ms. Phyllis E. Ettinger, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Mr. Michael P. Kennedy, Ms. Carolyn Ross-Holmes, Mr. James R. Sasiadek, and Mr. James E. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; and members of various civic, employee, and community organizations were present.

Mr. Kennedy immediately moved the Board go into closed session to consult with counsel pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(8). The motion was seconded by Mr. Sasiadek and unanimously approved by the Board.

CLOSED SESSION MINUTES

Ms. Saffran-Brinks reviewed legal issues related to a federal initiative with Board members.

At 7:20 p.m., Mr. Walker moved to end the closed session. The motion was seconded by Ms. Ross-Holmes and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:23 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Erica A. Cohn, Ms. Phyllis E. Ettinger, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Mr. Michael P. Kennedy, Ms. Carolyn Ross-Holmes, Mr. James R. Sasiadek, and Mr. James R. Walker. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; members of various civic, employee, and community organizations were present.

Mr. Ronald Boone, Executive Director of Federal and State Programs, provided background with respect to Public Law 106-554, which was passed by Congress last year. PL 106-554 requires that local education agencies (LEA) receiving Title I funding provide all students enrolled in a school identified as needing improvement under Section 1116(c) of Title I, the option of transferring to another public school within the LEA. The Maryland State Department of Education has identified two (2) Baltimore County schools—Sussex Elementary School and Woodlawn Middle School—under this law.

Mr. Boone noted that there are several conditions listed in the law as to whether a system must offer transfer options to students in identified Title I schools. He explained that if such transfer options are prohibited by a state's law, the option is not required by that state. There is no such prohibitive law in Maryland. If such transfer options are prohibited under local school board policy, they may not be required of that LEA. Baltimore County Public Schools' policy permits transfers and provides conditions for them under Policy 5140. The LEA may also

limit school transfers to the extent the school system lacks the capacity to provide all students with the option to transfer. Upon approval of MSDE, the system may offer transfers to as many students as possible, as selected on an equitable basis, to transfer to another school in that LEA that has not been identified under Section 1116(c). PL 106-554 is one-year legislation, and as written, its requirements apply for only the 2001-02 school year. Mr. Boone stated that failure to comply may result in removal of Title I funds.

Ms. Ann Glazer and Dr. Richard Milbourne, Executive Directors of Schools for the Southeast and Southwest Areas, respectively, described initiatives in place to help improve student achievement in underachieving schools, including intensive mentoring to students, intensive mentoring support to teachers and administrative teams, academic intervention teams, and various programs for students.

Ms. Ross-Holmes noted some unfamiliar programs in the initiatives, such as Project Align, and asked for a description, which was provided by Ms. Collins.

Ms. Baltzley briefly described Math 6* in response to a question from Ms. Cohn. Ms. Lichter also explained for Ms. Cohn how the Soar to Success program will fit in with the new elementary reading series.

Dr. Hayman requested specific information about the initiatives mentioned by Ms. Glazer and Dr. Milbourne. He also asked for follow-up reports on the success (or lack of success) for these interventions, as well as what modifications have been made to those initiatives that have not had the success that was anticipated. Dr. Hayman noted the lack of involvement of Dr. Barbara Dezmon's office and stated the involvement of her office is an integral part of this effort. With regard to staffing initiatives in this process, Dr. Hayman shared his view that outstanding candidates should be placed where they are needed, rather than giving them a choice. He also noted the need for effective public relations.

Ms. Ettinger shared a number of Dr. Hayman's observations in that she, too, complimented the Superintendent and staff for the work already done and noted the importance of communication. She requested a chart, not only for the Board but for the public as well, that would show the initiatives presented this evening, those strategies that apply throughout the system, those that are targeted, how they are targeted, whether they have been used and proven in this or other systems, and whether there is a desire, if successful, to spread further than the targeted schools. Mr. Arnold asked staff for a follow-up report.

Ms. Cohn requested the community and parents be kept informed, as well as reminded, that their assistance is needed.

Ms. Ettinger asked to see, periodically, the kinds of materials that are going out to the parents in the targeted schools.

Mr. Boone noted that by September 15, 2001, Baltimore County Public Schools must submit to MSDE its School Accountability for Excellence in Education Grant application update

and semi-annual report. He stated this year's SAFE report must respond to three (3) items related to schools identified under PL106-554:

1. The use of School Improvement funds allocated under the law must be detailed.
2. The timeline and methods for informing parents of their options under the law must be communicated.
3. The procedures to be used in complying with the law must be stated.

Mr. Boone noted that Baltimore County Public Schools would consider several key issues. We will need to determine our capacity to offer student transfer options to other Baltimore County schools. Space in elementary and middle schools not identified under PL 106-554 will be analyzed. Space availability will be analyzed in accordance with September 30th enrollment data. Once the data is analyzed and the availability of space determined, specific information will be communicated to the parents and meetings held in communities to share the procedures that will be developed. Mr. Boone noted that Board of Education policy does not provide for transportation for transferring students and the law does not require the Board to change its policy. He stated that when the procedures are completed, they will represent only one of many research-based strategies to promote school improvement at targeted schools as well as other schools in our system.

Mr. Arnold noted there would be opportunity for public comment at future Board meetings.

At 8:20 p.m., Dr. Hayman moved to adjourn the open meeting. The motion was seconded by Mr. Sasiadek and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, August 14, 2001

The Board of Education of Baltimore County, Maryland, met in open session at 3:17 p.m. at Greenwood. President Donald L. Arnold, and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Carolyn Ross-Holmes, and Mr. James R. Sasiadek.

In Hearing Examiner's Case #01-21 and Hearing Examiner's Case #00-11A, the Board entertained oral arguments. Per the option of the appellants, both matters were heard in closed session.

In addition to the above listed Board members, also in attendance were the appellants; their representatives; Dr. Joe A. Hairston, Superintendent of Schools; Ms. Christine Johns, Deputy Superintendent of Schools for Curriculum and Instruction; J. Robert Haines, Esquire, Deputy Superintendent of Schools for Business Services; Ms. Margaret-Ann F. Howie, Legal Counsel to the Superintendent; Ms. Carol Saffran-Brinks, Legal Counsel to the Board of Education; Mr. Randall Grimsley, Executive Director for Human Resources; and Ms. Denise Zepp, Administrative Assistant to the Board of Education.

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

The hearings were concluded at 4:37 p.m.

Board members deliberated on the two cases.

The Board reconvened in open session at 5:08 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzymiski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Carolyn Ross-Holmes, Mr. James R. Sasiadek, and Mr. Sanford V. Teplitzky. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; and members of various civic, employee, and community organizations were present as was the media.

Mr. Hayden immediately moved the Board go into closed session to discuss personnel matters, consult with counsel, and to discuss matters relative to negotiations pursuant to the Annotated Code of Maryland, Education Article, §10-508(a)(1), (a)(7), and (a)(9). The motion was seconded by Dr. Hayman and unanimously approved by the Board.

CLOSED SESSION MINUTES

Mr. Grimsley reviewed with Board members negotiated settlements with two employee groups.

CLOSED SESSION MINUTES (Cont.)

Mr. Grimsley also reviewed the appointments listed on tonight's agenda with the Board.

Ms. Saffran-Brinks discussed legal issues with regard to a federal initiative.

At 6:45 p.m., Ms. Jung moved to adjourn the closed session for a brief dinner recess. The motion was seconded by Mr. Hayden and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:43 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Maria R. Cirincione, Ms. Phyllis E. Ettinger, Mr. Thomas G. Grzyski, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, Ms. Carolyn Ross-Holmes, Mr. James R. Sasiadek, and Mr. Sanford V. Teplitzky. In addition, Dr. Joe A. Hairston, Superintendent of Schools; staff members; members of various civic, employee, and community organizations were present as was the media. *and*

PLEDGE OF ALLEGIANCE

The open session commenced with the Pledge of Allegiance to the Flag, which was led by Board member Carolyn Ross-Holmes, who is leaving the Board of Education after two years of service, and a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Mr. Arnold informed the audience of the various sessions in which Board members had participated earlier in the afternoon.

Mr. Arnold notified the audience of technical difficulties with the video equipment taping tonight's Board meeting.

MINUTES

Hearing no additions or corrections to the open and closed session minutes of July 10, 2001, and the Report of the Work Session, July 11, 2001, Mr. Arnold declared the minutes and report approved as presented.

SPECIAL ORDER OF BUSINESS

Mr. Arnold introduced new Board members Thomas G. Grzyski and Maria R. Cirincione, who were sworn in on August 13. Mr. Arnold also recognized Dr. Hayman, who was reappointed for a second term by the Governor and was also sworn in with the newly-appointed members.

SPECIAL ORDER OF BUSINESS (Cont.)

Ms. Carolyn Ross-Holmes was recognized for her two years of service to the Board of Education. Ms. Ross-Holmes's family is relocating to North Carolina. Mr. Arnold presented her with a resolution and flowers from the Board.

Ms. Ross-Holmes shared a story with her colleagues and the audience about her grandfather. She expressed her hope that the story would inspire and renew her colleagues' commitment to quality education for Baltimore County children.

Dr. Hairston expressed his respect and admiration for Ms. Ross-Holmes and wished her well in her new home in North Carolina.

SUPERINTENDENT'S REPORT

Dr. Hairston thanked Jack Nichols for assuming the role of Acting Manager for the Purchasing Office after the resignation of Ms. Cook this past spring and for his outstanding performance. He noted that Jack Nichols reflects the kind of people in Baltimore County Public Schools that put "soul" in our organization.

Dr. Hairston announced that Dr. Hayman has been recognized by the Woodlawn Rotary Club and will be honored at a dinner in November.

REPORT

The Board received the following report:

Report on the Partnership between the University of Maryland Baltimore County and the Baltimore County Public Schools – Urban Teacher Education – Dr. Barbara Dezmon, Assistant to the Superintendent for Equity and Assurance, and Dr. John Lee, Director of Urban Teacher Education (UTE) at UMBC, provided an overview of the proposed partnership between UMBC and Baltimore County Public Schools. UMBC will place eight (8) interns--two (2) per school, in four (4) high needs schools. The goal of the program is to recruit, prepare, support, and retain high quality teachers and teacher candidates who are dedicated to long-term teaching (a minimum of five (5) years) in low-performing schools. UMBC will provide full tuition support and a living stipend for the intern candidates. Recruited students for this program have a Bachelor's degree and are enrolled in a Master's certification program. The Board will take action on this proposal at the September 11th meeting.

In response to a question by Mr. Kennedy, Dr. Dezmon responded that funds for this program will come through a School Accountability Funding for Excellence

REPORT (Cont.)

(SAFE) grant. Dr. Lee shared that there are also multiple sources of foundation, federal, and state funding.

Ms. Ross-Holmes inquired about UMBC's role in staff development. Dr. Lee responded that staff development efforts will be coordinated as much as possible. He also stated that UMBC is in the process of transferring many of their staff development modules to a multi-media, electronic format.

Ms. Ross-Holmes asked if the schools to participate in this partnership have been chosen. Dr. Dezmon indicated Woodlawn Middle School will be involved, but the other three (3) schools have not been selected as yet.

Addressing Ms. Ross-Holmes' question about accountability, Dr. Dezmon stated that with Test Trax, staff can look at specific students and teachers. There will also be an end-of-year assessment of the initiative.

PERSONNEL MATTERS

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

CONTRACT AWARDS

Mr. Teplitzky pulled items 3 and 5. On motion of Mr. Kennedy, seconded by Mr. Sasiadek, the Board approved items 1, 2, 4, and 6-14.

1. Automobiles
2. Automotive Services
4. Contracted Services: Outward Bound Expeditionary Learning (Fourth One-Year Extension)
6. Custodial Floor Care Products (Second One-Year Extension)
7. Equipment Contract – Various Grounds Equipment
8. Music Instruments
9. Office Equipment

CONTRACT AWARDS (Cont.)

11. Supplies Contract: Video Lab Equipment (First One-Year Extension)
12. Wireless Microphone Amplification System for Classrooms – Various Schools
13. Purchase: Relocatable Modular Classrooms
14. Contracted Services: Office Disassembly and Restoration, Re-Routing of Network and Security Systems – Timonium Offices – Increase of Amount

Items 3 and 5

On motion of Mr. Hayden, seconded by Ms. Ettinger, the Board approved items 3 and 5. Mr. Teplitzky abstained from discussion and voting on these items.

3. Contracted Services: Physical Exams (Second One-Year Extension)
5. Contracted Services: Sylvan Learning (One-Year Extension)

Mr. Nichols thanked Board members and Ms. Merle Audette, Chief of Staff, for providing him with the opportunity to serve as Acting Manager of the Purchasing Office.

Ms. Jung commented on the wisdom of replacing musical instruments and acknowledged the administration's movement to upgrade school system programs.

BUILDING COMMITTEE

The Building Committee, represented by Mr. Kennedy, recommended approval of items 1-29, 31, and 33-35. Ms. Ross-Holmes pulled item 32 for further discussion. Items 30, 36, and 37 were withdrawn from the agenda.

Noting a few instances where there were only one or two bidders for a project, Mr. Hayden asked for assurances that we are making every effort to attract more bidders. Dr. Krempel stated that Facilities is making every effort to increase our bidding capacity within the state. He also noted that market conditions have also played a part in the low number of bidders on some projects.

The Board approved recommendations 1-29, 31, and 33-35.

1. IT Cabling for Major Maintenance Renovation Projects – Bedford and Hebbville Elementary Schools

BUILDING COMMITTEE (Cont.)

2. IT Cabling for Major Maintenance Renovation Projects – Carroll Manor and Prettyboy Elementary Schools
3. IT Cabling for Major Maintenance Renovation Projects – Fifth District and Wellwood Elementary Schools
4. IT Cabling for Major Maintenance Renovation Projects – Franklin and Hawthorne Elementary Schools
5. IT Cabling for Major Maintenance Renovation Projects – Johnnycake and Westowne Elementary Schools
6. Networking/Electrical Upgrades – Arbutus Middle School
7. Networking/Electrical Upgrades – General John Stricker Middle School
8. Networking/Electrical Upgrades – Holabird Middle School
9. Networking/Electrical Upgrades – Lansdowne Middle School
10. Networking/Electrical Upgrades – Stemmers Run Middle School
11. Kitchen Exhaust Hood Replacements – Dulaney, Eastern Technical, and Franklin High Schools
12. Various Construction Contracts – New Town High School
13. Upgrade of Automatic Temperature Controls – Owings Mills High School
14. Electrical Package for Addition – Woodlawn High School
15. Renovation of Behavior Management Resource Rooms – Various Schools
16. Fee Acceptance – Construction Inspection Services for Addition and Renovation – Stoneleigh Elementary School
17. Change Order – Running Track Replacement – Perry Hall High School
18. Change Order – Appliance Installation – Rosedale Center (High)
19. Change Order – Major Maintenance Renovation Project – Baltimore Highlands Elementary School

BUILDING COMMITTEE (Cont.)

20. Change Order – Major Maintenance Renovation Project – Campfield Early Childhood Learning Center
21. Change Order – Major Maintenance Renovation Project – Carroll Manor Elementary School
22. Change Order – Major Maintenance Renovation Project – Fifth District Elementary School
23. Change Order – Major Maintenance Renovation Project – Grange Elementary School
24. Change Order – Major Maintenance Renovation Project – Hampton Elementary School
25. Change Order – Major Maintenance Renovation Project – Middleborough Elementary School
26. Change Order – Major Maintenance Renovation Project – Middlesex Elementary School
27. Change Order – Major Maintenance Renovation Project – Perry Hall Elementary School
28. Change Order – Major Maintenance Renovation Project – Pleasant Plains Elementary School
29. Change Order – Major Maintenance Renovation Project – Prettyboy Elementary School
31. Change Order – Major Maintenance Renovation Project – Timonium Elementary School
33. Change Order – Consultant Design Services for Major Maintenance Renovation Project – Pleasant Plains Elementary School
34. Change Order – Consultant Design Services for Major Maintenance Renovation Project – Various Phase II Schools
35. Increase Contingency Authorization for Major Maintenance Renovation Projects – Phase I – Various Schools

BUILDING COMMITTEE (Cont.)

As recommended by the Building Committee, the Board approved item 32. Ms. Ross-Holmes abstained from discussion and voting on this item.

32. Change Order – Consultant Design Services for Major Maintenance Renovation Project – Perry Hall Elementary School

PROPOSED SETTLEMENTS

On motion of Mr. Teplitzky, seconded by Dr. Hayman, the Board approved the proposed settlement between the Council of Administrative and Supervisory Employees (CASE) and the Board of Education of Baltimore County.

On motion of Mr. Teplitzky, seconded by Ms. Ross-Holmes, the Board approved the proposed settlement between the Baltimore (County Instructional) Assistants and Clerical Employees and the Board of Education of Baltimore County.

Mr. Kennedy voiced his concern that the approved settlements do not do enough to retain good employees. He acknowledged the County is doing everything possible to fund our budget and urged his colleagues to commit to making sure the fiscal authorities understand how vital these employees are to our organization.

Mr. Teplitzky spoke in agreement with Mr. Kennedy. He noted that the Board works every year with the County government advocating for more money for our employees, but it does not get funded. He urged his colleagues to renew their commitment to seek adequate funding for proper wages for all school system employees.

BUDGET APPROPRIATION TRANSFER

Mr. Hayden inquired about the roles of the two (2) Special Education specialist positions that were eliminated from the budget. Ms. Johns indicated Mr. Boone would address that in greater detail at the following night's work session.

On motion of Mr. Kennedy, seconded by Mr. Sasiadek, the Board approved a budget appropriation transfer for the operating budget in the amount of \$1,500,000.

INFORMATION

The Board received the following as information:

- A. Revised Rule 3611 – Tuition Fees
- B. Revised Rule 5140 – Enrollment and Attendance

INFORMATION (Cont.)

- C. Educational Facilities Master Plan
- D. Annual Engineering/Construction Program Report
- E. Minutes of the Central Area Education Advisory Council meeting, May 16, 2001.

ANNOUNCEMENTS

Mr. Arnold made the following announcements:

- On Wednesday, August 15, 2001, the Board will continue its discussion on the reorganization plan at 5:30 p.m. at Greenwood.
- On Sunday, August 26, 2001, the Board will meet in retreat at 11:00 a.m. in the Greenwood Administration Building. No public business will be conducted at the retreat. The public is invited to attend.
- On Monday, September 3, 2001, schools and offices will be closed in observance of Labor Day. Schools will open for students on Tuesday, September 4th.
- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Tuesday, September 11, 2001, at Greenwood. The meeting will begin with an open session at 5:00 p.m. After the Board adjourns to meet in closed session, followed by a brief dinner recess, the open meeting will reconvene at approximately 7:30 p.m. The public is welcome at all open sessions.

PUBLIC COMMENT

Mr. Thomas Raybon, President of the Baltimore County Student Council, welcomed Ms. Cirincione and Mr. Grzymiski to the Board. He noted that BCSC's executive board would meet in retreat later this month. Mr. Raybon also invited Board members to attend BCSC's leadership conference next month.

Mr. Mark Beytin, President of the Teachers Association of Baltimore County, congratulated Dr. Hayman on his reappointment and Ms. Cirincione and Mr. Grzymiski on their appointment to the Board. He also wished Ms. Ross-Holmes the best in the future. Mr. Beytin spoke positively of the New Teacher Induction and the proposed partnership with UMBC. Dr. Hairston was thanked for sponsoring four (4) teachers, in addition to Mr. Beytin, to attend Leadership Maryland's inaugural forum for policy change summit, "Attracting and Retaining Quality Teacher Solutions for Maryland." Mr. Beytin noted that over 400 leaders from around the state developed 50 policy proposals to solve the teacher recruitment and retention issue. Mr.

PUBLIC COMMENT (Cont.)

Beytin also provided the Board with an update on high stakes testing and the Reauthorization of the Elementary and Secondary Education Act. He concluded by sharing statements from Sandra Feldman, President of the American Federation of Teachers, regarding testing. Board members were invited to attend TABCO's representative workshop next week.

Ms. Teresa LaMaster, Chair of the Citizens Advisory Committee for Special Education, extended her congratulations and thanks to Ms. Ross-Holmes. She urged the Board to support full funding of IDEA before action is taken by Congress before Labor Day. Ms. LaMaster noted some members of the advisory committee spoke in support of increased funding in the state's budget for the Infants and Toddlers program. In a meeting with Dr. Grasmick, Ms. LaMaster suggested the creation of a coalition among different groups to support what will be the Thornton Commission's recommendations for a new funding formula for education.

Mr. Boyd Crouse, Chair of the Southeast Area Education Advisory Committee, welcomed the new Board members and thanked Ms. Ross-Holmes for her dedication and commitment to the children of Baltimore County. He noted the continuing goal of the Southeast Area Council to more actively involve the public in the education process. Mr. Crouse urged the Board to take advantage of advisory council members' talents and commitment to education in Baltimore County.

Mr. Stephen Crum, a representative of the Southeast Area Education Advisory Council, expressed his thanks to Ms. Ross-Holmes for her caring and kind attention to students' needs. He noted his family's involvement in Baltimore County schools with three sons in Kenwood High School's IB program and in the band.

Ms. Laura Nossel, President of the PTA Council of Baltimore County, wished Ms. Ross-Holmes luck in the future, and she welcomed Mr. Grzymiski and Ms. Cirincione. She expressed the hope that parents and stakeholder representatives will be involved in all levels of decision-making. Ms. Nossel stated that the PTA Council's main focus will be the training of PTA members to become effective PTA leaders. She noted that principals will be provided training on PTA policies and practices. Ms. Nossel announced the date of the PTA Council's annual Fall Workshop, which will be October 25th. Finally, Ms. Nossel announced the Council's High School Assessment Committee met recently with the Superintendent, and they are looking forward to continued discussion on this issue.

Ms. Erica Cohn, former student Board member, thanked her former colleagues for the opportunity to serve on the Board of Education. She shared that Baltimore County Public Schools have prepared her well for her college career. Ms. Cohn thanked Board members for their respect and consideration of her ideas and recommendations. She noted that through her tenure as a student Board member, she has gained a greater understanding of what the school system has given her.

PUBLIC COMMENT (Cont.)

Mr. Arnold informed the audience that comments about individuals within the school system during the public comment portion of the meeting are inappropriate.

Mr. Chuck Zorn, a Perry Hall High School parent, noted that over the past four years, the Perry Hall Athletic Booster Club has assisted with the renovation of the upper athletic field. He noted that \$50,000 is needed to fund the track renovation, and he asked the Board to appropriate funds to complete the athletic field project.

Ms. Yvette Harris, a Randallstown Elementary School parent, expressed concern about the delays in the renovation project at Randallstown Elementary School. She asked that parents be kept informed of the delays and their impact on the start of school and the children's education. Ms. Harris shared parents' concerns about lack of parking and teachers not being able to work in their classrooms before students return to school.

At 9:43 p.m., Mr. Kennedy moved to adjourn the open session. The motion was seconded by Ms. Jung and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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REPORT OF THE WORK SESSION OF THE
BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Wednesday, August 15, 2001
Greenwood

Vice President James R. Sasiadek called the work session to order at 6:00 p.m. In addition to Vice President Sasiadek, the following Board members were present: Ms. Phyllis E. Ettinger, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Ms. Jean M. H. Jung, Mr. Michael P. Kennedy, and Mr. Sanford V. Teplitzky. In addition, Dr. Joe A. Hairston, Superintendent of Schools, staff members, and members of various civic, employee, and community groups were present as was the media.

Mr. Sasiadek reminded the audience this was a continuation of the July 11th work session on the reorganization plan.

Ms. Johns briefly recapped the information presented at the last work session.

Mr. Arnold entered the room at 6:05 p.m.

Mr. Ronald Boone, Executive Director for Federal and State Programs, provided a Power Point presentation describing the Office of Title I and Grant Assistance, its beliefs and key initiatives, and services provided by the office.

Dr. Hayman expressed concern about the apparent understaffing in the Office of Title I and Grant Assistance to administer and monitor services for nearly 20,000 children. Mr. Boone stated that several functions formerly under Title I are now aligned in other areas. He also stated that the specific focus of the office is technical assistance to schools with grant programs. Ms. Cassell also responded that there is coordination in some areas with people in other offices, such as Finance. However, if the data documents that the current staff cannot adequately and appropriately provide the support needed by schools, staffing will be reassessed at the end of the year.

Ms. Ettinger inquired about monitoring and collaboration with Curriculum and Instruction. Ms. Cassell responded that there is a close relationship with elementary and secondary education, particularly elementary education. She will continue to connect with coordinators at periodic meetings. With respect to monitoring, Title I works closely with staff in different offices in Finance. Ms. Cassell stated that all Title I expenditures cross her desk.

Ms. Ettinger shared her confusion with the new reorganization model and asked that those within the system, as well as the Board and the public, be clear about the lines of authority and responsibility. Ms. Johns stated that Mr. Boone will not direct the work of principals, but provide assistance, support, and advice. Only the Executive Directors of Schools can direct the work of principals.

There was confusion on the part of some Board members with respect to how requests for grant money are processed, as well as how we respond when grant money comes into the system.

Ms. Ettinger asked for a flow chart to help Board members understand how staff responds in these situations.

Mr. Boone continued with his Power Point presentation for the Office of Special Education. The office's beliefs, key initiatives, and services were described.

Ms. Ettinger noted the new structure is vastly different from the previous structure. She emphasized the importance of communication so everyone, particularly the public, understands the new model and is comfortable in knowing the appropriate person to contact within Special Education. Ms. Ettinger also stressed the importance of professional development for clerical and professional staff in Special Education so that they are familiar with the new structure. Finally, in the "Training Organization Chart," Ms. Ettinger noted references to instructional support teams and inquired if these instructional support teams are the same as in the previous organization structure or something different. Mr. Boone noted these teams are different and, as a result of Ms. Ettinger's concern that this may confuse staff and parents, Mr. Boone will use different terminology when referring to these teams.

Responding to a question by Dr. Hayman, Mr. Boone explained the initiative, "Cultural Awareness." Dr. Hayman expressed the need for professional development to better prepare staff to identify children for special education services.

Mr. Arnold complimented staff for its work on this service model. He noted that recommendations from the advisory council have been considered.

Mr. Teplitzky asked for a flow chart for Special Education to indicate how a person would work through the system along with some hypothetical situations. He also suggested a list of "Frequently Asked Questions" for Special Education and Title I and Grant Assistance. Ms. Ettinger suggested the development of a contact list for Title I and Grant Assistance, similar to the contact list for Special Education, aimed at parents and professionals in the system. She also suggested the creation of a brochure to assist parents.

Ms. Mary Jacqe Marchione, Director of Professional Development, provided an overview of her department's organization. The functions of the department are aligned with the indicators as defined in *The Blueprint for Progress*, specifically, promoting improved achievement for all students, the development of a quality workforce, and increased parental involvement. Ms. Marchione stated the ultimate goal of her department is to become a clearinghouse for professional development activities delivered systemwide.

Ms. Ettinger asked if there would be a relationship between Professional Development and the teacher internship initiative described at last night's meeting. Dr. Hairston stated there will be some coordination, but the technical support for the interns will be the responsibility of UMBC. UMBC will submit to us modules for teacher support while the interns are in our schools. Ms. Ettinger noted that the interns will need to be familiar with our school system and the system's needs.

Dr. Hayman inquired about a professional development effort for executive directors. Ms. Marchione responded it is an issue that will be addressed, and staff will come back to the Board with a proposal.

Mr. Haines, Deputy Superintendent for Business Services, defined Business Services as the invisible division. They help fulfill the vision of the school system by providing such services as issuing paychecks, running bus schedules, and providing meals. Mr. Haines stated that most Business Services functions are no different than in the past. It is his hope that the reporting organization that has been created will facilitate a quicker response.

Ms. Burnopp, Executive Director of Fiscal Services, and Mr. Greg Barlow, Executive Director of Technology, provided brief overviews of the responsibilities and roles their areas will play in supporting instruction.

Mr. Kennedy noted the positive changes in the budget process.

With regard to school activity funds, Mr. Sasiadek expressed hope that a more in-depth report would be forthcoming at a future Budget & Audit Committee meeting. Ms. Burnopp indicated this topic was brought up at the last meeting and that follow-ups will take place as the transition takes place.

Dr. Hayman asked if there are plans to upgrade the Human Resources website. Mr. Barlow responded that all of the system's websites are being upgraded and improved constantly. He noted there are over 200 sites—one for each school and each department—in various stages of construction.

Mr. Teplitzky inquired about accessing the system in the area of curriculum or when training is needed for employees who are not familiar with our computer systems. Mr. Barlow stated assistance could come from the school's computer liaison or through the Customer Support Center. He also noted that with more technicians out in the field, Technology will be more proactive in integrating technology into the curriculum. Mr. Barlow stated there are new staff members in his office that are charged with communicating with schools and offices about the availability of services provided by the Department of Technology.

Mr. Hayden noted that there is no apparent structure for the Department of Strategic Planning. Mr. Haines responded that the structure of the office will be created in conjunction with the person hired.

Ms. Koehler, Executive Director of Schools (Central Area), described the roles and responsibilities of the Executive Directors of Schools. She noted that their main focus is the instructional program. Ms. Koehler listed the responsibilities of the five area executive directors as monitoring, assessing, and being accountable.

Ms. Ettinger requested there be communication with parents and the public so they will know how to appropriately access the correct person/office with concerns. She suggested utilizing the stakeholder groups, such as the PTA Council or advisory councils, to get this information out into the community.

Mr. Kennedy asked how the role of the Executive Directors of Schools is changing from area superintendents. Ms. Glazer stated there are similarities and some differences. She emphasized a major role of the Executive Directors of Schools is accountability. She also noted their jobs are more focused. Ms. Glazer stated the five areas are working together consistently.

Mr. Kennedy inquired as to the extent curricular offices will be working with schools. Ms. Glazer assured Mr. Kennedy that the executive directors are working closely with people in those offices to access their services. Staff in curricular offices are also initiating contacts as well. Dr. Milbourne noted that with the new service model, services can be accessed from the business side or the instructional side to help teachers perform their jobs.

Mr. Teplitzky suggested a directory of services be made available to constituent groups. He also shared the importance of proving to principals the new structure will work so they will have a sense of trust about the system.

Mr. Kennedy and Ms. Jung voiced their concern about the lack of involvement of curricular offices in evaluating teachers, especially when principals do not possess knowledge in the content area of the teachers being evaluated.

Mr. Arnold noted that this new service model is evolving and should provide greater services to students and staff.

At 9:13 p.m., Mr. Sasiadek moved to adjourn the work session. The motion was seconded by Mr. Teplitzky and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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