

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: February 14, 2006
TO: **BOARD OF EDUCATION**
FROM: Dr. Joe A. Hairston, Superintendent
SUBJECT: **POLICY 3127 - TRAVEL**
ORIGINATOR: J. Robert Haines, Deputy Superintendent, Business Services
RESOURCE PERSON(S): Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

That the Board of Education approves the proposed changes to Policy 3127.

This policy addresses the Board's philosophy on travel and remains unchanged, except for the addition of the reference to related policies. Reference to Policy 3126, Expense Reimbursement, and Policy 8362, Gifts to the Board of Education, Schools, and Offices within the School System, was added. This is the first reading.

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Appendix I – Policy Analysis
Appendix II – Proposed Policy 3127

BOARD OF EDUCATION OF BALTIMORE COUNTY
Policy Analysis for Proposed Revision to Policy 3127:
Non-Instructional Services – Travel

Statement of Issues Addressed By the Revised Policy

Policy 3127 addresses the Board philosophy on travel and remains unchanged, except for the addition of the reference to related policies.

Cost Analysis and Fiscal Impact on School System

None

Relationship to Other Board Policies

Added the reference to Policy 3126, Expense Reimbursement, and Policy 8362, Gifts to the Board of Education, Schools, and Offices within the School System.

Legal Requirement

None

Similar Policies Adopted by Other School Systems

Several other school systems policies were reviewed, including; Montgomery, Prince Georges, Harford, Anne Arundel, Fairfax, and Prince William. Most have similar policies.

Draft of Proposed Policy (see attached)

Other Alternatives Considered by Staff

N/A

NON-INSTRUCTIONAL SERVICES: Travel

The Board of Education of Baltimore County has a long-standing commitment to the professional growth and development of employees. Employees need to be knowledgeable of current research and aware of what other school systems and educational agencies are doing. Employees also need to have opportunities to share accomplishments of the Baltimore County Public Schools. In some cases, this may involve work-related travel. Additionally, it is recognized that employees need to be consistently on the job taking care of the business and mission of the school system. As employees are presented with opportunities for travel for official professional business, they must keep this balance between time on task and professional growth in mind and make decisions that best promote the needs of the Baltimore County Public Schools.

The Board of Education directs the Superintendent to establish rules to implement the Board's philosophy on travel.

RELATED POLICIES: BOARD OF EDUCATION POLICY 3126, EXPENSE REIMBURSEMENTS
BOARD OF EDUCATION POLICY 8362, GIFTS TO THE BOARD OF EDUCATION, SCHOOLS, AND OFFICES WITHIN THE SCHOOL SYSTEM

Also see Master Agreement with Teachers Association of Baltimore County

Policy
Adopted: 10/8/96
REVISED:

Board of Education of Baltimore County