

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

Saturday, August 5, 2006

The Board of Education of Baltimore County, Maryland, met in open session for retreat on Saturday, August 5, 2006, at 10:00 a.m. at Greenwood. President Donald L. Arnold and the following Board members were in attendance: Ms. Frances A. S. Harris, Dr. Warren C. Hayman, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. JoAnn C. Murphy, Ms. Mary Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., and Mr. Peter Bacon. In addition, Dr. Joe A. Hairston, Superintendent of Schools; J. Robert Haines, Esq., Deputy Superintendent of Business Services; Ms. Rita Fromm, Chief of Staff; Dr. Donald A. Peccia, Assistant Superintendent of Human Resources and Governmental Relations; Margaret-Ann Howie, Esq., Legal Counsel to the Superintendent; Ms. Kara Calder, Chief Communications Officer; Dr. Alpheus Arrington, Director of Teacher Personnel; and Ms. Brenda Stiffler, Administrative Assistant to the Board, representatives of community, county, and employee association groups were present.

Mr. Arnold reviewed the Board's self-evaluation form focusing on the prior year's goals. Mr. Arnold asked Board members to review the prior year goals and rate the Board's progress on those goals. He asked that the completed forms be given to Ms. Stiffler by August 14, 2006.

Next, Mr. Arnold distributed the Board Norms, which were established in September 2003, and the framework of how the Board operates. Mr. Arnold stated that the Board reviews the Norms on an annual basis.

**ADMINISTRATIVE APPOINTMENT SELECTION PROCESS**

Prior to the presentation, Margaret-Ann Howie, Esq., Legal Counsel to the Superintendent, reviewed the *Education Annotated Code* regarding appointment of staff. Ms. Howie noted the Superintendent recommends staff members and the Board approves those recommendations. She shared the history of Superintendent's Rule 4117.1 and the Superintendent's authority regarding assignment of personnel.

Through a PowerPoint™ presentation, Dr. Donald Peccia, Assistant Superintendent of Human Resources and Governmental Relations, and Dr. Alpheus Arrington, Director of Teacher Personnel, reviewed the appointment process for central office administrators and principals/assistant principals:

- Phase I – Announcement of Vacancy
- Phase II – Screening of Candidates
- Interview Process
- Next steps to define and improve the process

J. Robert Haines, Esq., Deputy Superintendent of Business Services, noted that Human Resources' role is to ensure that data is available and that all candidates are qualified.

In a round-robin discussion, Board members reviewed:

- Analyzing the strength of a candidate
- Distribution of resources in schools and special programs
- Effectiveness of an administrator
- Incentives
- Candidate Pool
- Subjectiveness of selection process
- Professional development

Mr. Arnold announced a brief lunch break at 12:30 p.m.

Dr. Hayman exited the retreat at 12:35 p.m.

#### SUPERINTENDENT'S PRIORITIES FOR 2006-2007

At 12:50 p.m. Dr. Hairston reviewed his priorities for the 2006-2007 school year, which were presented at the Principals' Academy in June. Those priorities included:

- Student Achievement
  - Emphasis on Science, Technology, Engineering, and Math
  - Achievement Gap
  - AVID Program
- Resource Management
  - Facilities, Maintenance, Construction, Land Acquisition
- Human Resources
  - Staffing, Recruitment, Retention, Development
- Communication and Marketing
  - Internal and External
- Fiscal Management
  - Improve funding for the maintenance of our schools
- Information Technology
  - Remain current with trends, concepts, and use of technology

Mr. Haines distributed the Assistant Principal Training notebook to Board members for their review. Mr. Haines reviewed the business services model, organizational charts, and quick-ready reference of service provided by specific departments.

Next, Dr. Hairston disseminated the top level organization chart and a draft of the Division of Curriculum and Instruction. Dr. Hairston noted he will make a brief presentation to the Board at its August 22<sup>nd</sup> meeting with a Board vote to be taken at that meeting.

BOARD GOALS FOR 2006-07

Next, the discussion focused on the Board's goals for the upcoming year. Mr. Arnold asked Board members to review the Board's focus areas from the prior year and the Superintendent's priorities for 2006-2007, and complete and return the form to Ms. Stiffler by August 21<sup>st</sup>.

Mr. Arnold distributed the Board Ad Hoc and Standing Committee Members list from the prior year. Board members were requested to review the committees they were currently on and adjust accordingly by priority. Mr. Arnold will make the appropriate changes and disseminate.

Mr. Arnold recommended adding a Strategic Planning Committee to look at how the school system will handle future growth.

Then, Mr. Arnold reviewed constituent group dinners from previous years. Board members commented on possible dinners this year on Board meeting nights and non-Board meeting nights.

Ms. Harris requested a breakdown of the Board's operating budget for FY2007.

The retreat concluded at 2:41 p.m.

Respectfully submitted,

---

Joe A. Hairston  
Secretary-Treasurer

bls