

TENTATIVE REPORT**REPORT OF THE BOARD OF EDUCATION WORK SESSION**

Tuesday, December 11, 2007
Greenwood

The Board of Education of Baltimore County, Maryland, met in open session at 4:42 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

The Board entertained oral argument in Hearing Examiner's Case #08-23. The matter was heard in closed session.

In addition to the above listed Board members, the following persons were present for oral argument: the Appellant; J. Robert Haines, Esquire, Deputy Superintendent; Dr. Sonia Diaz, Chief Academic Officer; Ms. Rita Fromm, Chief of Staff; Mr. Carl Love, Homeless/Title I Liaison; Ms. Sherri Merrifield, Pupil Personnel Worker; Anjanette Dixon, Esquire, Staff Attorney; Margaret-Ann F. Howie, Esquire, General Counsel; P. Tyson Bennett, Esquire, Legal Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board of Education.

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

Board members deliberated on the case.

The hearing was concluded at 5:17 p.m.

At 5:17 p.m., Mr. Hayden moved the Board adjourn for a brief dinner recess. The motion was seconded by Ms. Harris and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 6:57 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and staff members were present.

Ms. Murphy opened the meeting by reviewing the agenda for tonight's work session. She stated that the purpose of the work session is for the Board to have a dialogue on governance issues.

Dr. Hairston stated that a Board member requested resource allocation information. Dr. Hairston provided the Board had the information available in a binder for the Board's review. Ms. Murphy stated that if a Board member would like a copy of a particular section within this binder to flag the individual documents and copies would be made available.

HANDS-ON DEMONSTRATIONS

Curriculum Alignment

Dr. Sonia Diaz, Chief Academic Officer, introduced Ms. Mandi Dietrich, Director of Special Programs, who provided an overview of assessTrax. The web-based software platform:

- Houses short-cycle and benchmark assessments.
- Makes data immediately available on line, following scanning of assessment sheets.
- Data is reviewed to monitor ongoing implementation plans.
- Provides reports by student information (class, grade, school).
- Will be phased-in in three years; BCPS is currently in year two of the implementation plan.
- Continuous training to ensure assessments are in place at schools and that the program is effective.
- Currently houses only those short-cycle assessments for courses that have written approved curriculum and meets Maryland State Assessment (MSA) or high school assessments (HSAs). (Staff members are working to narrow the number of courses to 39).
- Utilizes data to ensure the quality of the items in assessTrax.

Ms. O'Hare asked what proof is available to ensure that the tests in assessTrax are aligned with the voluntary state curriculum (VSC). Dr. Diaz responded that, for the most part, there is an alignment, which will be shown through tonight's demonstration. Ms. O'Hare asked if there is data that shows the reliability of the items that students are being tested on. Dr. Diaz responded that the school system is working on this issue.

Board member, Mr. John Hayden, III, entered the room at 7:10 p.m.

Ms. O'Hare expressed concern that biology test scores are not improving. Dr. Diaz stated that staff is reviewing the information and is re-evaluating/reassessing usefulness of the short-cycle and benchmark assessments. Ms. Dietrich reiterated that assessTrax is half-way through the implementation process and not all short-cycle and benchmark assessments are in all schools.

Mr. Hayden asked whether the scanners will be available in schools when assessTrax is fully implemented. Dr. Diaz responded that the school system has identified additional funds so that extra scanners can be purchased.

Mr. Parker asked how training is scheduled. Ms. Dietrich responded that initial training was mandatory. Ms. Linda Meyer, Lead Technology Trainer, stated that five staff members from secondary schools were trained and a reading specialist from the elementary schools.

Ms. Johnson asked which middle and high schools were using assessTrax. Ms. Dietrich responded all middle and high schools are using assessTrax, while all elementary schools will employ the software beginning with the 2008-2009 school year.

Ms. O'Hare asked whether there is flexibility in the testing schedule to accommodate differentiated instruction. Ms. Dietrich responded that short-cycle and benchmark assessments are scheduled in a specific time frame, which allows teachers to have the flexibility to administer those tests.

Mr. Parker asked who has responsibility for training new teachers coming into the system. Dr. Diaz responded that the Office of Professional Development has a year-long plan for teacher orientation; content areas will also play a key role in supporting teachers; and school improvement plans will have specific site-based professional development for teacher training.

Mr. George Newberry, Director of Science, PreK-12, distributed information specific to biology and tonight's demonstration:

- Curriculum Alignment (VSC-CLG/AIM/assessTrax)
- Sample "Objective Analysis" from assessTrax
- Elementary Report Card Update

Ms. Meyer provided a demonstration of the assessTrax scanning process.

Mr. Dan Oliver, Resource Teacher at Woodlawn Middle School, reviewed with Board members how classroom teachers utilize the data from assessTrax. As an example, Mr. Oliver reviewed the objective analysis report for a selected testing area. Mr. Oliver noted that the objectives identified in assessTrax, which also aligned with the curriculum objectives that are embedded in Articulated Instruction Module (AIM).

Ms. Antoinette Roberson, Science Department Chair at Patapsco High School, reviewed the class results using the assessTrax reporting system. She noted that department chairs can monitor and identify whether students meet the goals and where the classroom instructional modification should occur.

Ms. O'Hare asked whether the data can be used to target teacher professional development with Ms. Roberson responding affirmatively.

Ms. Murphy asked if students are regrouped so that teachers "A" and "B" have students with the same issues. Ms. Roberson responded that there are "built-in" remediation courses in the schedule as well as after-school tutoring.

Mr. Hines asked if trend analysis is reviewed incrementally on student progress. Ms. Roberson responded student progress is reviewed at department work sessions. Mr. Oliver noted that one report available in assessTrax is a selection of “student assessment reports” so that a teacher can view how a student is performing outside of his/her subject area.

Mr. Hayden commented that parents need to be educated on the reporting process so they can work with the students and staff to address achievement gaps. Ms. Dietrich stated that BCPS will be introducing a “friendlier” report to provide parents with the information they need to understand student progress and student supports in gaps in learning.

Articulated Instruction Module (AIM)

Dr. Barbara Dezmon, Assistant Superintendent for Equity and Assurance, briefly reviewed with Board members the development of the AIM tool and provided a demonstration of the product.

- AIM is a summary of the curriculum. AIM provides parents/guardians with information on progress of the student.
- Curriculum information is placed into the AIM tool by the Office of Curriculum and Instruction.
- What goes into AIM is decided by the curriculum department.

Mr. Hayden commented that it appears that the state’s core learning goals have been copied into AIM. Dr. Dezmon stated that AIM is the container. With BCPS placing emphasis on academic rigor, the school system can go beyond the VSC. Mr. Hayden asked if there is sufficient time exists in the current teaching schedule to go beyond the VSC; Dr. Dezmon responded affirmatively.

Ms. Murphy asked who is responsible for ensuring the accuracy of material downloaded into AIM. Dr. Dezmon responded it is the responsibility of the Curriculum and Instruction department.

Ms. Flynn asked about the intended audience for AIM. Dr. Dezmon responded – administrators, teachers, parents, and students. Ms. Flynn suggested to Board members that they review the language in AIM and decide if this is an effective tool for communicating with parents. Dr. Dezmon stated that one goal of the AIM tool was to simplify the language as behavioral. Parents want to know if the student met the requirements. Ms. Flynn asked whether AIM could provide a user-friendly report for parents and serve the needs of teachers. Dr. Dezmon responded the material and wording of the information in AIM is at the discretion of the curriculum and instruction office.

Ms. Johnson asked whether AIM can assist the school system in student achievement. Dr. Dezmon responded a teacher would review the opportunities and equity of access to rigor within the curriculum. This provides a structure in which objectives can be listed to ensure consistency across the county. Ms. Johnson commented that BCPS needs a short-term plan to meet immediate needs. Dr. Dezmon stated that if the instrument is used properly it could help BCPS focus and improve.

Mr. Janssen asked whether the school system currently has the same level of accountability at all schools. Dr. Dezmon responded that by not having a reporting system, such as AIM, that is consistent across schools for all courses BCPS may not have that “window” that would open on to that equity of access through consistent expectations. Mr. Janssen asked whether the PDK audit was the first report that indicated that BCPS curriculum was not aligned. Dr. Dezmon responded that the Superintendent had suspected a lack of alignment before the audit.

Dr. Hairston reminded the Board that the AIM tool will not improve instruction. It is the quality of the information and instruction that will help improve student achievement. AIM will help BCPS review the structure of the curriculum with regards to its alignment.

Ms. Flynn asked if the intention is to require quarterly AIM reports from teachers. Dr. Hairston stated that is not the intent. BCPS wants to put a structure and curriculum in place for staff to respond to the PDK audit.

Ms. Mary Martin, Resource Teacher at Powhatan Elementary School, briefly reviewed the elementary report card, which is incomplete at this time.

Mr. Hayden asked what the fundamental difference is between assessTrax and AIM. Ms. Martin responded that AIM is used to communicate with parents; assessTrax is used more for guiding instruction.

Ms. Rebecca Schene, Webmaster, Office of Information Technology, reviewed the way the information can be articulated from teacher to teacher and year to year.

Mr. Janssen referred to an earlier statement that AIM provides the structure to list activities that would be required systemwide; therefore causing systemwide alignment. Mr. Janssen asked if BCPS currently has the structure or same level of accountability throughout the county. Dr. Dezmon responded that by not having a reporting system that is consistent across schools for all courses, BCPS may not have the “window of opportunity” that would open onto that equity of access.

Mr. Parker stated that he would like the Board to review the information and perhaps request that the Superintendent present to the Board for approval the curriculum for the four core content areas by the end of May 2008.

Ms. Murphy stated that, due to time constraints, the report card presentation would be deferred to a later date.

Ms. O'Hare asked Board members to review Montgomery County Board of Education's Web site with respect to Grades 1 and 2 report card.

Dr. Hairston stated there is a task force in place to review current assessments to ensure that the quality of the assessments is appropriate for the content areas.

PDK GOVERNANCE ISSUES

Ms. Harris reviewed with Board members the status of policies for the 2007-2008 school year. Board members also received the status of policies associated with the PDK audit findings.

The work session concluded at 9:55 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

bls

TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, January 8, 2008

The Board of Education of Baltimore County met in open session at 4:37 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. 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 January and February.

Pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1), (a)(7), and (a)(8), and upon motion of Mr. Hayden, seconded by Mr. Pallozzi, the Board commenced its closed session at 4:39 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 4:39 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: J. Robert Haines, Esq., Deputy Superintendent; Dr. Sonia Diaz, 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; Margaret-Ann Howie, Esq., General Counsel; Dr. Donald Peccia, Assistant Superintendent, Human Resources and Governmental Relations; Dr. Alpheus Arrington, Director, Personnel Staffing; P. Tyson Bennett, Esq., Counsel to the Board of Education; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

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

Dr. Peccia and Dr. Arrington exited the room at 4:41 p.m.

Mr. Bennett provided legal advice to the Board regarding a hearing officer's opinion in a case to be considered this evening.

Mr. Bennett updated the Board on litigation involving a charter school application.

Ms. Barbara Burnopp, Chief Financial Officer, Mr. Pat Fannon, Comptroller, and Mr. Richard Gay, Purchasing Manager, entered the room at 4:46 p.m.

CLOSED SESSION MINUTES (cont)

Ms. Howie provided an update to the Board on potential litigation with a former vendor.

Ms. Burnopp, Mr. Fannon, and Mr. Gay exited the room at 5:39 p.m.

Ms. Howie provided Board members legal advice with respect to VISA requirements of one of its employees.

On motion of Mr. Janssen, seconded by Ms. O'Hare, the Board ended its closed session at 5:50 p.m. and commenced the meeting in administrative function.

Mr. Lawrence, Dr. Tomback, Dr. Rodriguez, Ms. Satterfield, and Mr. Patzkowsky exited the room at 5:50 p.m.

ADMINISTRATIVE FUNCTION

Board members discussed the budget formulation.

At 6:08 p.m., Mr. Janssen moved the Board adjourn for a brief dinner recess. The motion was seconded by Mr. Pallozzi and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:34 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. 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 Ms. Frances Parker, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

Hearing no additions or corrections to the Open and Closed Session Minutes of December 4, 2007, 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. Bud Staigerwald, Chair of the Southeast Area Education Advisory Council, thanked Board members and the Superintendent for their visit to Dundalk High School.

Ms. Lora Williams, President of the American Federation of State, County, and Municipal Employees (AFSCME), requested salary improvements for the AFSCME pay scales. She also stressed that AFSCME wants to attract and retain employees and that the school system needs to consider raising the minimum wage to \$10 per hour. With respect to Policy 4000, Ms. Williams asked the Board to retain the following sentences, "The Board shall employ applicants and promote individuals who have the qualifications needed to perform successfully. The Board shall not employ or appoint a person who has lesser qualifications in preference to a person with better qualifications."

Ms. Maggie Kennedy, Chair of the Baltimore County Education Coalition, reflected on the difference between social change advocacy and traditional advocacy.

Ms. Gloria Collins, President of the Baltimore County Instructional Assistants & Clerical Employees, (BACE), urged the Board to recognize value, service, and dedication of BACE employees by adding wage increases to the operating budget.

Mr. Stephen Crum, Chair of the Career & Technology Education Advisory Council, announced the Career & Technology Education dinner on April 30, 2008. He also announced that CTE council is preparing to visit Chesapeake High School on April 3 to observe the STEM program.

Ms. Susan Katz, President of the PTA Council of Baltimore County, spoke about ideas that the Board could use in reaching out to parents and parent involvement. She also thanked the Board for dinner earlier that evening.

Ms. Cheryl Bost, President of the Teachers Association of Baltimore County, thanked Board members for attending TABCO's annual legislative breakfast. Ms. Bost reiterated the need to make salaries more competitive, reduce teacher workload, reduce class sizes, and retain teachers.

SUPERINTENDENT'S REPORT

There was no report by the Superintendent.

SPECIAL ORDER OF BUSINESS

On motion of Mr. Pallozzi, seconded by Mr. Janssen, the Board adopted a Resolution honoring the Department of Physical Facilities for winning the 2007 *Indoor Air Quality Tools for Schools* National Excellence Award.

WHEREAS, *Inspired by an abiding commitment to students and staff, as described in the Blueprint for Progress, Baltimore County Public Schools endeavors to establish and maintain environments conducive to teaching and learning, and*

WHEREAS, *In 2005, the school system began an Indoor Air Quality Tools for Schools program, led by a multi-departmental Environmental Action Team and focused, initially, on 45 school buildings, and*

WHEREAS, *This program included implementing a training program in cooperation with the American Lung Association of Maryland and conducting building walkthroughs as well as boosting preventive maintenance and cleaning, upgrading heating, ventilation, and air conditioning systems, and preventing water intrusion, and*

WHEREAS, *In honor of the success of this program, the United States Environmental Protection Agency presented Baltimore County Public Schools with a 2007 Indoor Air Quality Tools for Schools National Excellence Award, and*

WHEREAS, *The National Excellence Award was presented to only three school districts nationwide in 2007, and it is one of EPA's highest indoor air quality awards, presented only to U.S. school districts that have demonstrated exceptional dedication and implemented exemplary programs, and*

WHEREAS, *This recognition for Baltimore County Public Schools brings attention to the strength of the school system's Office of Physical Facilities, its vision and its ability to collaborate with other departments and outside agencies, now, therefore, it be*

RESOLVED, *That the Board of Education, herewith assembled in regular session on the eighth day of January, in the year two thousand and eight, expresses gratitude and sincere appreciation to the Office of Physical Facilities and its partners for their vision and extraordinary efforts.*

RECOGNITION OF ADMINISTRATIVE APPOINTMENTS

Dr. Donald Peccia, Assistant Superintendent of Human Resources and Governmental Relations, recognized the administrative appointments made at the December 18, 2007 Board meeting:

NAME

FROM

TO

LAURA LYNN BROWN

Mentor/Teacher

Assistant Principal

(Effective December 19, 2007)

Dogwood ES

Baltimore Highlands ES

KAREN GIERON

(Effective December 19, 2007)

Resource Teacher

Elementary Language Arts

Supervisor

Elementary Language Arts

RECOGNITION OF ADVISORY COUNCIL APPOINTMENTS

Dr. Peccia recognized the reappointment Mr. Brian Bailey, who was reappointed to the Southwest Area Education Advisory Council at the December 18, 2007 Board meeting.

RECOGNITION OF ETHICS REVIEW PANEL APPOINTMENT

Dr. Peccia recognized the appointment of Sharon M. Pusin, M.D., Esquire, to the Ethics Review Panel.

OLD BUSINESS

Proposed FY2009-2014 State and County Capital Budget

On motion of Mr. Hayden, seconded by Mr. Parker, the Board approved the proposed FY2009-2014 State and County Capital Budget request, as presented in Exhibit B. Mr. Janssen and Ms. Shillman abstained from voting. Miss Dittman, student member, did not vote (favor-9; opposed-0; abstained-2).

Board of Education Policies

The Board Policy Committee, represented by Ms. Harris, recommended approval of six policies. This is the third reading.

The Board approved the following four policies:

- Proposed Re-adoption of Policy 2352 – ADMINISTRATION: Administrative Operations-Accidents/Medical Emergencies (exhibit C).
- Proposed Re-adoption of Policy 3112 – NON-INSTRUCTIONAL SERVICES: Fiscal Services-Budget: Operating Budget (exhibit E).
- Proposed Re-adoption of Policy 3121 - NON-INSTRUCTIONAL SERVICES: Fiscal Services-Accounting and Cash Management: Funds Management (exhibit F).
- Proposed Changes to Policy 5310 – STUDENTS: Activities-Awards of Achievement (exhibit H).

Re-adoption of Policy 3111

Mr. Hayden moved to amend the proposed re-adoption of Policy 3111 – NON-INSTRUCTIONAL SERVICES: Fiscal Services-Budget: Planning and Preparation with the deletion of the following sentence, “If any change in policy is necessary, the new policy shall be submitted to the Board [of Education] for approval.” The motion was seconded by Mr. Janssen and approved by the Board.

Changes to Policy 5160

Mr. Hayden moved to amend the proposed changes to Policy 5160 – STUDENTS: Enrollment and Attendance by changing “local Superintendent” to “Superintendent or Superintendent’s designee.” The motion was seconded by Ms. Harris and approved by the Board.

REPORTS

The Board received the following reports:

- A. **Superintendent’s Proposed Operating Budget, Fiscal Year 2009** – Dr. Hairston presented to the Board, for its consideration, the Proposed Operating Budget for Fiscal Year 2009. He noted that for the first time since the state of Maryland enacted its *Bridge to Excellence Plan*, also known as Thornton, revenues to local governments to support public education have been cut. Dr. Hairston stated that the proposed budget represents what BCPS needs to educate children and provide quality service for all of Baltimore County. Dr. Hairston reiterated the budget request for FY2009 continues to focus on the *Blueprint for Progress, Master Plan*, and *Bridge to Excellence*.

Dr. Hairston has proposed an operating budget with a projected 4.3 percent increase in operating costs, which contains

- Redirection of Title I funds to elementary schools in communities that must demonstrate a high level of improvement in student achievement.
- Reallocation of Title II funds to support PDK audit objectives.
- Restructuring for Woodlawn High School, Lansdowne Middle School, and Southwest Academy.
- Launching a pilot program for Kenwood High School to jump-start the education of future designers of simulation, virtual environment, and gaming software.
- Continuation of BCPS’ partnership with the Community College of Baltimore County.
- Improvement of student-to-staff ratios for summer school.
- Approximately \$12.5 million in funding for longevity and step increases with an additional \$1.3 million for lowest paid regular and part-time employees and \$8.9 million for ongoing support of the employee benefit programs.
- Strengthening the Department of Research, Accountability, and Assessment to meet the demands of *No Child Left Behind* and the *Blueprint for Progress*.
- Opening of Vincent Farm Elementary School, scheduled to open in August 2008.

- Maintaining current level of support for the Crossroads Center.
- Maintaining AVID program.
- Maintaining the virtual school learning concept that was piloted in FY2008.

REPORTS (cont)

Dr. Hairston shared with Board members the operating budget recommendations as they relate to Performance Goals 1 through 8.

Dr. Hairston announced that on Tuesday, January 15, 2008, there will be a public hearing on the proposed operating budget at Ridge Ruxton School beginning at 7:00 p.m. A Board work session will be conducted on Tuesday, January 23, 2008, at Greenwood beginning at 7:00 p.m.

Mr. Hayden strongly suggested that Board members consider having a senior professional employee, qualified to support the Board in:

- Reviewing national trends.
- Reviewing and researching issues to be considered by the Board including supporting Board members' initiatives.
- Comparing the Board's performance externally.
- Reviewing background information on proposed professional hires.

Mr. Hayden noted this mechanism is in place in other large school systems in Maryland.

PERSONNEL MATTERS

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

BUILDING AND CONTRACT AWARDS

The Building and Contracts Committee, represented by Ms. Shillman, recommended approval of items 1-10 (Exhibit O). Item 3 and 4 were pulled from the agenda. Mr. Hayden abstained from voting on item 8.

The Board approved these recommendations.

1. JMI-611-08 Computer-assisted Real-time (CART) Services
2. JNI-714-08 Office Furniture and Equipment
5. PCR-297-08 Video, Digital, and Audio Networking
6. JNI-712-08 Memorandum of Understanding: Provide Health Services

7. RGA-196-06 Contract Modification: On-Call Construction Management Services – Holabird Middle School and Loch Raven Technical Academy
8. RGA-196-06 Contract Modification: On-Call Construction Management Services – Perry Hall Middle School and Lansdowne Middle School

BUILDING AND CONTRACT AWARDS (cont)

9. PCR-294-98 Chiller Replacement – Sandalwood Elementary School
10. RGA-180-06 Request to Negotiate: Consultant Services – Architectural/Engineering (A/E) Services-Modernization of Air Distribution System for Perry Hall High School

HEARING EXAMINER’S RECOMMENDATIONS

On a motion of Mr. Hayden, seconded by Mr. Pallozzi, the Board voted that the hearing examiner’s opinion in case #07-26 be affirmed. Ms. Johnson opposed the opinion, and Mr. Janssen abstained from voting (favor-10; opposed-1; abstained-1).

INFORMATION

The Board received the following as information:

- A. FY08 Financial Report for months ending November 30, 2006 and 2007
- B. MSDE Bi-annual Financial Status Report for Period Ending November 30, 2007

Mr. Hayden asked whether the reference to curriculum and instruction cost was in the report. Ms. Barbara Burnopp, Chief Financial Officer, responded BCPS is only required to report if the expenditure is not proportional throughout the year.

- C. Revised Superintendent’s Rule 2352 – ADMINISTRATION: Administrative Operations-Accidents/Medical Emergencies
 - Form A – Bodily Injury Report Form for Visitors/General Public
 - Form B – First Report for Workers’ Compensation
 - Form C – Student Accident Report Form
- D. Readopted Superintendent’s Rule 5160 – STUDENTS: Enrollment and Attendance-Transfers

ANNOUNCEMENTS

Ms. Murphy made the following announcements:

- On Tuesday, January 15, 2008, the Baltimore County Board of Education will meet for a public hearing to seek the community’s input on the operating budget for FY2009.

The meeting will take place at the Ridge Ruxton School at 7:00 p.m. Sign-up for the public to comment will begin at 6:00 p.m. at Ridge Ruxton School on the day of the hearing. Snow date for the public hearing is Wednesday, January 16, 2008.

ANNOUNCEMENTS (cont)

- The Central Area Education Advisory Council will hold its next meeting on Thursday, January 17, 2008, at Warren Elementary School beginning at 7:00 p.m.
- Schools and offices will be closed on Monday, January 21, 2008, in observance of Dr. Martin Luther King, Jr. Schools will reopen for students and teachers on Tuesday, January 22, 2008.
- The Board of Education of Baltimore County will hold its next regularly scheduled meeting on Tuesday, January 22, 2008, at Greenwood. The meeting will begin with an open session at approximately 4:30 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. The Board will host the officers of the Special Education Citizens Advisory Council on January 22, 2008, from 6:00 until 7:30 p.m.
- On Tuesday, January 23, 2008, the Baltimore County Board of Education will meet for a work session to discuss the FY2009 operating budget. The meeting will take place at the ESS Building at 7:00 p.m.

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.

PUBLIC COMMENT ON PROPOSED CHANGES TO POLICY 4000 AND POLICY 4220

Mr. David Basler commented that while he supports the need to streamline policies, BCPS needs to place a "common sense" emphasis in employing applicants and promoting individuals who have the qualifications needed to perform successfully instead of employing a person who has lesser qualifications.

GENERAL PUBLIC COMMENT

Dr. Bash Pharoan stated that it may be time for BCPS and the Board to have tax-levying authority. He also commented that county residents should be able to apply for candidacy to the Board.

Mr. Muhammad Jameel supported the previous speaker's comments with respect to tax-levying authority. He also asked the Board to consider incorporating personal financial management courses for all students.

ADJOURNMENT

At 8:36 p.m., Mr. Parker moved to adjourn the open session. The motion was seconded by Ms. Murphy and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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TENTATIVE REPORT

REPORT OF THE PUBLIC HEARING ON THE PROPOSED FISCAL YEAR 2009 OPERATING BUDGET RECOMMENDATIONS

Tuesday, January 15, 2008
Ridge Ruxton School

The hearing was called to order by President JoAnn C. Murphy at 7:03 p.m. In addition to President Murphy, the following Board members were present: Ms. Donna Flynn, Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, staff members, as well as media, were present.

The following persons offered testimony:

- 1) Ms. Kimberly Davids, Parent – Her daughter, who suffers from anxiety, has been doing well in the new virtual program piloted by the Home and Hospital program. After being enrolled for several months, the student's grades were brought up while anxiety went down. The Home and Hospital program helps children that cannot function in a day-to-day program.
- 2) Ms. Ann Ritchey, Teacher, Bear Creek Elementary School – Asked the Board to add funding for salary increases for all teachers. She is a veteran teacher of 42 years, and at this point in her career, she would not receive an increase. (Fifty-five individuals stood to support this speaker's position).
- 3) Mr. Lloyd Hugh Allen, Teacher, Parkville High School – Asked the Board for additional computer technicians in the schools. Parkville High School has 678 computers and two liaisons.
- 4) Ms. Jan Thomas, Chairperson, Special Education Citizens' Advisory Council – Thanked Dr. Hairston for returning the lost Third Party Billing funds into the general fund budget. She stated that all these positions are integral to the special education program including the health assistants, psychologists, and social workers. She reminded the Board that special education students have the highest achievement gap, across the board for all categories.
- 5) Ms. Sharon Alston, Parent – Asked the Board to continue funding social workers in the schools. Social workers communicate well with the parents.
- 6) Ms. Velma Pack, Parent – Echoed the comments made by the previous speaker. Asked the Board to continue funding social workers in the schools. Social workers are the connection between parents and teachers.
- 7) Mr. Rob Bentzley, Social Worker, General John Stricker Middle School – Asked the Board to support the Superintendent's budget to continue funding social workers at schools. Mr. Bentzley introduced a parent, Ms. Pat Sutter, who asked the Board to keep the social worker positions in the schools.

- 8) Ms. Christine Whitehead, Parent – Encouraged the Board to continue to keep social workers in schools. Social workers bridge the gap with the parents, who are not in the school during the day.
- 9) Ms. Mayaugust Finkenberg, Social Worker – Supports moving funds from Pass-through and Third Party Billing to the operating budget.
- 10) Ms. Donna Batkis, Parent – Supports the Infants and Toddlers Program. There are only 1,825 days between birth to attendance in the elementary school, and 1,095 days between birth and three years of age. Early childhood assistance is very critical.
- 11) Ms. Michelle Hart, Parent and LLD Chair – Supports the Infants and Toddlers Program. She thanked Dr. Hairston and Dr. Grasmick for continuing support. She noted that the number of children eligible for and receiving services has risen 59% in the past five years. New regulations preventing billing for case management services would mean a cut of \$250,000 in program funding. Ms. Hart asked the Board to consider reviewing the Infants and Toddlers program and possibly replacing these funds.
- 12) Mr. Mike McEwan, Athletic Director, Western School of Technology – Asked the Board to assist with pay increases to retain coaches and athletic directors.
- 13) Ms. Laura Mullen, PTA President at Ridge Ruxton School – Asked the Board to revisit the budget to ensure that there are no staff reductions at Ridge Ruxton School. The school needs additional resources to help with students.
- 14) Mr. Troy Stevenson, Athletic Director, Parkville High School – Asked the Board to improve the salaries of athletic directors. Athletic directors have many responsibilities and are usually at the school until late in the evening. Surrounding LEAs have changed how athletic directors are compensated.
- 15) Ms. Karin Yelovich, Parent – Thanked Dr. Hairston and County Executive Smith for their continued support of the Infants and Toddlers program. The program is wonderful and children should be able to start on a more equal footing with other children.
- 16) Ms. Cynthia Boutin, School Nurse, Deep Creek Middle School – Asked the Board to support funding for health assistant positions in the budget. Health assistants support the nurses to manage all the activities in the school.
- 17) Ms. Karin Hanger, School Nurse, Lansdowne Middle School – Asked the Board to support the health assistant salaries in the proposed operating budget. Health assistants are an integral part of the BCPS health program.
- 18) Mr. David Basler, Grounds Foreman – Thanked the Board for the budget reclassification effective January 1, 2008. He asked the Board to approve the compensation changes for January 2009, step increases for AFSCME, and funding of a living wage for all employees in the operating budget. Mr. Basler urged the Board to consider laundering services for uniforms and to continue funding health care benefits.

- 19) Ms. Susan Allen, Teacher, Parkville Middle School – Asked the Board to place salary increases for all teachers in the budget. (Approximately 100 individuals stood in support of this speaker’s position.)
- 20) Mr. Gregory Rowland, Parent – Supports the Infants and Toddlers program. His child was born three years ago with several complications. Every week he had someone from the program helping his child step by step. She has just graduated from the program.
- 21) Ms. Cheryl Bishop, Parent – Urged the Board to ensure that no special education teacher, social worker, or nursing position at White Oak School is lost in the proposed budget.
- 22) Mr. Gil Meerdter, Teacher, Cedarmere Elementary School – Asked the Board to support pay increases for teachers. (Approximately 80 signs were raised in support of this speaker’s position.)
- 23) Ms. Gloria Collins, President, Baltimore County Instructional Assistants & Clerical Employees (BACE) – Asked the Board to recognize the value of BACE employees by including in the budget a step increase for employees and additional funding in the salary schedule.
- 24) Ms. Christine Beard, Librarian Specialist and Vice-President, Teachers Association of Baltimore County – Requested the Board to adjust the budget by including across-the-board increases for teachers as well as step increases. Some teachers would be bringing home less money without across-the-board increases. (Approximately 80 signs were raised in support of this speaker’s position.)
- 25) Ms. Cheryl Bost, President, Teachers Association of Baltimore County Asked the Board to include raises for all teachers. Only funding step increases would move the county backwards. She stated that 20% of the teachers would take a cut in pay due to no step increase and increases in pension and health insurance. (Over 100 signs were raised in support of this speaker’s positions.)
- 26) Ms. Lora Williams, President, AFSCME Local 434 – Is generally supportive of the proposed budget; however, expressed some concerns. She stated the AFSCME would like to see the lowest-paid employees receive a salary increase and every step receive an increase, too. Employees should not have to work three jobs to support their families.
- 27) Ms. Jasmine Shriver, Representative of the Baltimore County Education Coalition – Supports the proposed operating budget. The coalition is comprised of a variety of individuals from throughout the county. She stated that only 28% of Baltimore County residents have school-aged children; some are in private schools. Teachers need to be paid more to continue doing their jobs.
- 28) Ms. Jamie Zellers, Teacher, Perry Hall High School – Asked the Board to include salary increases for all teachers in the budget. Teachers’ workload increases every year and salaries are not keeping the pace. (Approximately 50 signs were raised in support of this speaker’s position.)

- 29) Ms. Kelli Nelson, Parent – Supports the special education and Infants and Toddlers Program budgets. She also asked the Board to support MSDE’s request for increased funding in the Infants and Toddlers program. Ms. Nelson expressed concern over the possible elimination of the billing for case management services and the impact on the budget.
- 30) Ms. Aimee Therres, Teacher, Eastern Technical High School – Asked the Board to add salary increases for all teachers in the operating budget. (Approximately 30 signs were raised in support on this speaker’s position.)
- 31) Ms. Elizabeth Sabatino, Teacher, Johnnycake Elementary School – Urged the Board to fund salary increases and benefits for paraeducators.
- 32) Mr. Chris McGuinness, Athletic Director, Patapsco High School – Asked the Board to consider adding salary increases in the budget for all athletic directors and teachers.
- 33) Mr. Bill Fitzgerald, County Resident – Urged the Board to re-examine its priorities and add salary increases in the budget for all teachers. (Approximately 25 signs were raised in support of this speaker’s position.)
- 34) Ms. Susan Katz, President, PTA Council of Baltimore County – Urged the Board to show willingness to think “outside of the box” as decisions are made that affect all children. She asked the Board to: 1) place funding in the budget for sound enhancement technology, 2) renew compensation and benefits that enable them to earn an adequate living wage, and 3) support additional funding for technical support staff in every school. (Two signs were raised in support of this speaker’s position.)

The hearing was concluded at 8:34 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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TENTATIVE REPORT

REPORT OF THE WORK SESSION ON THE PROPOSED FISCAL YEAR 2008 OPERATING BUDGET RECOMMENDATIONS

Wednesday, January 23, 2008
Greenwood

The Board of Education of Baltimore County, Maryland, met in open session at 6:59 p.m. at Greenwood. President JoAnn C. Murphy and the following Board members were present: Mr. John A. Hayden, III, Mr. Earnest E. Hines, Mr. Rodger C. Janssen, Ms. Ramona N. Johnson, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Miss Audrey Dittman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, staff members, as well as the media were present.

Ms. Murphy reviewed the purpose of the meeting and thanked staff for its work on preparing the information presented this evening. She also noted that the Board office has received over 1,000 emails requesting salary increases.

Dr. Hairston asked Mr. J. Robert Haines, Deputy Superintendent, and Ms. Barbara Burnopp, Chief Financial Officer, to review the proposed budget and process.

Board member, Ms. Donna Flynn, entered the room at 7:01 p.m.

Ms. Burnopp explained the design and structure of the work session book, which summarizes each budget item by performance goal, redirects, and one-time items. Ms. Burnopp reviewed the revenue and expenditures for the proposed budget totaling \$1,184,361,788.

With respect to salaries and wages, Mr. Janssen asked whether Baltimore County Public Schools (BCPS) has the same number of employees in 2008 as it did in 2005. Ms. Burnopp responded the numbers represent an increase in employees and an increase in base salaries.

Mr. Hayden asked how BCPS salary proposal compares to other LEAs' proposed salaries. Ms. Burnopp stated that this information would be furnished to the Board.

Mr. Hines asked whether the Operation of Plant percentage had been increased. Ms. Burnopp responded that the cost as a percent of the budget tends to remain constant. Mr. Hines asked whether the Maintenance of Plant figures have changed over the last two years. Ms. Burnopp responded that it was exactly 2.5% last year.

With respect to fixed charges and instructional salaries and wages, Mr. Janssen asked whether fixed charges were a percentage of hourly wages. Ms. Burnopp responded that some are percentages and some are fixed costs. Mr. Janssen asked whether a substantial increase in the fixed cost number would result from a salary increase. Ms. Burnopp responded fixed costs would increase approximately 7.65%.

Next, Ms. Burnopp reviewed the summary of requests and how these requests relate to *Blueprint for Progress* Performance Goals 1 through 8. All budgets are developed using estimates; therefore, the budget is fluid until adopted by the county council. Ms. Burnopp noted three changes since the presentation of the budget on January 8:

- BCPS used legislative audit numbers, developed during the special session, when developing the budget request. BCPS has been informed by MSDE that it will receive \$11.7 million, more than the initial estimate, from state funding. These additional funds have not been taken into account in the budget presented January 8.
- A redirected fund of \$8.9 million was placed into the budget to protect 121 FTEs previously funded by Third Party Billing and the Pass-through grant. In addition, MSDE has notified BCPS that the Center for Medicare and Medicaid services has proposed further cuts. This would mean that BCPS could lose another \$3.3 million and that the Infants and Toddlers Program could be cut approximately \$250,000.
- A BCPS charter school draft funding formula was provided to the Board. BCPS would need to double the money for the first year of the charter school to maintain teachers until the student enrollment patterns are established.

Ms. Murphy explained the Board would address each of the eight performance goals and then ask questions or express concerns about budget items related to that goal.

Performance Goal 1

With respect to the base budget increase for extra duty activities, Mr. Hayden asked for a comparison of BCPS proposed salaries to proposed salaries in other local jurisdictions.

Ms. Johnson asked how many students have completed the AVID program. Dr. Jessie Douglas, AVID District Coordinator, responded that approximately 600 students have completed the program. With the addition of four middle schools and four high schools to AVID, Ms. Johnson asked how many students would AVID serve. Dr. Douglas responded each school recruits 25 students per beginning class. This would be the first year the AVID program would begin in middle schools commencing with grade 6. Ms. Johnson noted that BCPS should expand AVID to its most challenging schools. Dr. Douglas responded that Woodlawn High School has two AVID classes for each grade level. Dr. Douglas also noted that some schools have voluntarily expanded the program by using creative scheduling and staffing. Ms. Johnson asked why the school system would add the AVID program to non-challenged schools. Dr. Douglas responded that the school system looks at the individual student and not necessarily school performance. There are students in non-challenging schools that need this program. Ms. Johnson stated that the school system needs to look at expanding the AVID program at Milford Mill Academy, Woodlawn High, and Randallstown High Schools. Board members Parker and Hayden echoed Ms. Johnson's comments.

Mr. Janssen expressed concern that the total increase in career and technology education positions was not keeping up with the cost of living increases. Ms. O'Hare and Mr. Hayden concurred with Mr. Janssen.

Ms. Johnson asked what supplies are necessary for the Chinese Language Program. Ms. Janet Newberry, Supervisor of World Languages, responded that funding includes instructional materials for this program and the cultural exchange program. Ms. Newberry stated that the program would expand across the county to ten schools and that there would be five middle school-to-high school feeder patterns. Ms. Newberry also noted that research shows that students who study a different foreign language have high reading and math SAT scores. Ms. Johnson expressed concern that the school system is not putting resources where they are needed the most. Ms. Newberry stated that all students are required to have two foreign language credits for graduation.

Mr. Hines stated that the school system needs to evaluate each program to determine efficacy. Dr. Hairston stated that there is a request in the budget for additional research positions to address this issue.

Ms. Johnson asked if plans have been established for the restructuring of Lansdowne Middle, Southwest Academy, and Woodlawn High schools. Ms. Burnopp responded that the plans are still being developed and that the budget estimates \$150,000 per school. Once the final plan has been submitted to the superintendent for review, it will then come before the Board for approval.

Performance 2

Ms. O'Hare was amazed that \$166,700 was needed to translate literature and BCPS documents into various languages.

Performance 3

Ms. Shillman asked whether differentiated pay rates exist for substitute teachers based on qualifications. Ms. Burnopp responded that she would obtain the information and forward it to the Board.

Mr. Pallozzi proposed that the Board give a 2% salary increase to teachers. Ms. Burnopp stated that a 1% salary increase for TABCO would be an additional \$5.2 million and a 1% increase for all employees would be an additional \$7.9 million.

Mr. Hayden asked what happens when an employee no longer has step increases. Ms. Burnopp responded that this depends on the union and its salary scale. Some of the scales have longevity steps while some scales have gaps. Mr. Hayden asked how many years to the last step on the TABCO scale. Ms. Burnopp responded 26 years. Mr. Hayden concurred with Mr. Pallozzi's suggestion and proposed a 2% COLA increase for all employees.

Performance Goal 4

Ms. Flynn asked why the school system is asking for 13 additional positions at the Crossroads Center. Dr. Hairston responded that the 13 positions are an adjustment that was made this year and needs to be built into the FY 09 budget.

Mr. Janssen asked for clarification on the stipend payments for new school nurses. Ms. Burnopp responded that it is for training ten-month nurses during the summer months.

Performance Goal 5

With respect to the Virtual Instruction Program, Ms. Murphy asked how many students would be enrolled and whether performance data exists. Mr. Dale Rauenzahn, Executive Director of Student Support Services, responded there are currently 32 elementary students, 36 middle school students, and 38 high school students (with no seniors) in the program. Students have performed well in the program. Completion rate for elementary and middle schools is currently 40%, and high school students have a 60% completion rate. Attendance rate for all students is 95%. Mr. Rauenzahn stated that the final cost of the program would depend on the results of a competitive bidding process that would come to the Board for approval.

Ms. Flynn asked if the school system would be adding to the cost in Home and Hospital. Mr. Rauenzahn responded that BCPS would pay for additional time, which would be more than six hours a week. He stated that while the school system would be adding to the cost, BCPS would have a better service and better education for those students in the program.

Mr. Hayden requested per pupil state revenues for comparison with the cost of the Virtual Instruction Program.

Performance Goal 6

No questions were asked by Board members.

Performance Goal 7

Ms. Flynn asked about the \$79,500 one-time charge. Ms. Burnopp responded this funding provides for statistical software in the Office of Research, Accountability, and Assessment.

Ms. Shillman requested a breakout by salaries, benefits, and contracted services for the director, specialist, and coordinators for the Office of Research, Accountability, and Assessment. The total request is \$735,847.

Mr. Hayden suggested redirecting \$150,000 from the Office of Research, Accountability, and Assessment to have an individual reporting directly to the Board of Education. This position has been effectively used in other jurisdictions. Mr. Janssen concurred with Mr. Hayden's suggestion.

On page 143 of the proposed operating budget, Mr. Janssen inquired about the increase of approximately \$1.1 million for instructional salaries and wages. Ms. Burnopp responded that this funding is a stipend for teachers who complete professional development during the summer months.

In regards to Mr. Hayden's previous suggestion, Ms. O'Hare recommended adding funds to the budget for a Board Specialist while not redirecting funds from the Office of Research, Accountability, and Assessment.

Performance Goal 8

Ms. Shillman asked if the enterprise grade book software was being phased out. Mr. Michael Goodhues, Chief Information Officer, responded that an effort is underway to buy a system-wide enterprise system for all schools.

Other Requests

No questions were asked by Board members.

One-time Requests

Ms. Flynn requested detailed information regarding the \$7 million for textbooks. Ms. Burnopp stated that this information would be forwarded to the Board.

Ms. O'Hare and Ms. Johnson requested data on the 100 Book Challenge Program and the *Language!* Program. Ms. Johnson stated she would like to see this information prior to voting on the budget.

Ms. Shillman inquired about the Advantage Human Resources system upgrade. Ms. Burnopp responded that this software upgrade would bring the human resources system in line with the financial system.

Mr. Hayden inquired about the emergency asbestos testing request of \$300,000. Mr. Michael Sines, Executive Director of Physical Facilities, responded that this funding is for routine inspections of all buildings. This inspection is required by the Environmental Protection Agency (EPA) every three years.

Ms. Burnopp reviewed the timeline and next steps in the operating budget process.

With no further questions, Ms. Murphy adjourned the work session at 8:41 p.m.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

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