

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**Date:** April 8, 2008

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **REPORT ON THE PROPOSED CHANGES TO BOARD OF  
EDUCATION POLICY 3530 – NON-INSTRUCTIONAL SERVICES:  
PHYSICAL PLANT SERVICES – SAFETY AND SECURITY**

**ORIGINATOR:** J. Robert Haines, Deputy Superintendent

**RESOURCE  
PERSON(S):** Michael Sines, Executive Director, Physical Facilities

**RECOMMENDATION**

That the Board of Education considers the changes to Policy 3530. This is the first reading of this policy.

Attachment I – Policy Analysis  
Attachment II – Proposed Policy 3530

**BOARD OF EDUCATION OF BALTIMORE COUNTY**  
Policy Analysis for Proposed Revision to Policy 3530  
Non-Instructional Services: Physical Plant Services - Safety and Security

Statement of Issues Addressed by the Proposed Policy Revision

Text has been modified for clarification.

Cost Analysis

There will be no fiscal impact on the system as a result of the proposed revisions.

Relationship to Other Board of Education Policies

Revisions will not affect any other Board policy.

Legal Requirement

Board of Education Article §7-408 mandates that school systems hold fire drills.

Similar Policies Adopted by Other School Systems

The following school systems have similar policies:

Prince George's County Public Schools, 3517, Security of Buildings and Grounds

Prince George's County Public Schools, 2801, Safety Programs

Montgomery County Public Schools, EBA-RA, Fire Safety

Draft of Proposed Policy

See attached.

Other Alternatives Considered by Staff

No other alternative was considered.

First Reader, April 8, 2008

Citizen Comment, April 22, 2008

Proposed Date of Approval, May 6, 2008

NON-INSTRUCTIONAL SERVICES: Physical Plant Services

Safety and Security

APPROPRIATE PROCEDURES SHALL BE ESTABLISHED TO PROVIDE FOR THE SAFE OPERATION AND [Proper steps shall be taken to insure the highest degree of safety in the] maintenance [and operation] of the school plant.

Boiler systems shall be PROPERLY MAINTAINED; inspected annually by the [Board of Education’s] insurance underwriter[s]; and OPERATED BY CERTIFIED PERSONNEL. [necessary repairs made.]

[The Baltimore County Health Department shall inspect periodically for adherence to local sanitation code.

The Baltimore County Fire Department shall periodically inspect and hold fire drills. Fire extinguishers shall be provided and checked annually for correct operating condition. All buildings shall be equipped with proper fire alarm systems, sprinkler systems, and emergency lighting systems as called for in the Baltimore County fire code. ]

SCHOOL FACILITIES SHALL BE ACCESSIBLE TO THE BALTIMORE COUNTY FIRE DEPARTMENT AND HEALTH DEPARTMENT IN COMPLIANCE WITH APPLICABLE REGULATIONS AND CODE REQUIREMENTS.

Buildings and grounds shall be maintained in a condition that shall [reduce] MINIMIZE the [possibility] POTENTIAL of injury to anyone using these facilities. [All custodial personnel who operate boilers shall be required to take an in-service training program on boiler safety.]

[Also see policy and rule on fire drills in Series 2000, Administration.]

Legal Reference: *Annotated Code of Maryland*, Education Article §7-40[6]8 [Fire Drills]

Policy  
Adopted: 9/18/68  
REVISED: \_\_\_\_\_

Board of Education of Baltimore County