

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** April 22, 2008

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

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

**SUBJECT:** **REPORT ON THE PROPOSED DELETION OF POLICY 4140 –  
PERSONNEL: PROFESSIONAL-COMPENSATION AND  
RELATED EMPLOYEE BENEFITS**

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

**RESOURCE  
PERSONS:** Donald Peccia, Assistant Superintendent, Human Resources and  
Governmental Relations  
Dan Capozzi, Staff Relations Manager

**RECOMMENDATION**

That Board of Education review the proposed deletion of Policy 4140. This is the first reading.

\*\*\*\*\*

Attachment I – Policy Analysis  
Attachment II – Policy 4140

**BOARD OF EDUCATION OF BALTIMORE COUNTY**  
Policy Analysis for Board of Education Policy 4140  
PERSONNEL: Professional  
Compensation and Related Employee Benefits

**Statement of Issues or Questions Addressed**

The deletion of Policy 4140 is proposed because the policy is obsolete due to the changes in payroll procedures, employee benefits, and the agreements with the professional employee unions.

**Cost Analysis and Fiscal Impact on School System**

There will be no fiscal impact on the system as a result of the proposed deletion of policy 4140.

**Relationship to Other Board of Education Policies**

Policy 4260, Compensation Plan adopted on July 12, 1979, addresses the compensation plan for classified employees. This policy appears to be relevant, although it requires minor changes to update it.

**Requirements**

Section 4-103 of the Education Article of the *Annotated Code of Maryland* allows the local boards of education, upon the recommendation of the county superintendent, to set the salaries of "...principals, teachers, and other certificated and noncertificated personnel." Section 5-101 of the Education Article of the *Annotated Code of Maryland* requires that the local board of education prepare a budget that includes salaries of employees.

COMAR 13.A.07.02.01 (*Contracts*) requires local boards of education to "fix the salary of certificated employees at a level no less than the minimum provided by law."

**Similar Policies Adopted by Other Local School Systems**

1. Anne Arundel County Board of Education  
Policy 800.26, Pay Schedules  
Policy 801.19, Salaries –Teachers
2. Baltimore City Board of School Commissioners  
Article 4, Personnel Policies, Section 403, Salaries
3. Prince George’s County Board of Education  
Policy 4111, Professional and Classified, Employment – Recruitment
4. Montgomery County Board of Education  
Policy GHC, Salaries and Other Benefits of Professional Personnel

**Draft of Proposed Policy**

Attached

### **Other Alternatives Considered by Staff**

Consideration was given to updating the language of this policy. After consulting with the Board's attorney, Mr. Bennett, it was determined that this policy is obsolete and serves no useful purpose.

### **Time Line for Adoption**

First Reading	April 22, 2008
Second Reading	May 6, 2008
Third Reading	May 20, 2008

PERSONNEL: Professional

### Compensation and Related Employee Benefits

The Board of Education shall review and adopt salary schedules and regulations annually for certificated and classified personnel. The adopted salary schedules and regulations shall include the following items:

1. Job classification titles
2. Basic salary schedule
3. Regulations which apply to the basic salary schedule
4. Credit for experience upon entering the school system
5. Transportation reimbursement for use of personal car on school business
6. Number of working days, holidays
7. Years of employment
8. Years of service
9. Vacation
10. Allotment of personnel
11. Regulations governing absences from duty.

Each teacher shall be placed on the salary schedule according to the regulations in effect at the time he/she is employed. Once an employee's training and experience have been evaluated for placement and approved, and the employee has been placed on the schedule according to that evaluation, the employee's relative placement on the schedule shall not be changed as a result of reevaluation except as provided in these regulations. Should there be an error in the initial placement, the evaluation and placement on the schedule will be adjusted as necessary.

No payment of any kind shall be made to personnel until employment is authorized by action of the Board.

Also see the rules in this article on "Absences, Leaves, Vacations, and Holidays" and "Salary Regulations," and Master Agreement with Teachers Association of Baltimore County, Maryland, Inc.

Policy  
Adopted: 8/29/68]

Board of Education of Baltimore County