

TENTATIVE, SUBJECT TO CHANGE

MEETING OF THE BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

OPEN SESSION

Tuesday, November 21, 2006
5:00 P.M.-Closed Session, 7:30 P.M.-Open Session
Educational Support Services Building

- I. PLEDGE OF ALLEGIANCE
- II. SILENT MEDITATION IN REMEMBRANCE
- III. AGENDA
Consideration of the agenda for November 21, 2006
- IV. MINUTES
Consideration of the Open and Closed Session Minutes of October 24, 2006 Exhibit A
- V. ADVISORY AND STAKEHOLDER GROUPS
- VI. SPECIAL ORDER OF BUSINESS – Recognition of Baltimore County Commission on Disabilities' Teacher of the Year Award to Marsye Kaplan
- VII. SUPERINTENDENT'S REPORT
- VIII. RECOGNITION OF ADMINISTRATIVE APPOINTMENTS AND ADVISORY COUNCIL APPOINTMENTS FROM NOVEMBER 8, 2006 (Dr. Peccia)
- IX. OLD BUSINESS
 - A. Consideration of Proposed Changes to Policy 3640 (third reading) (Mr. Dent)
Exhibit B
- X. REPORTS
 - A. Resolution Proclaiming November 15, 2006 as Educational Support Personnel Day (Mr. Arnold)
 - B. Proposed Changes to Policy 3320 – Food Services: Responsibilities and Duties (first reading) (Mr. Dent)
Exhibit C
 - C. Proposed Changes to Policy 3330 – Food Services: Finance (first reading) (Mr. Dent)
Exhibit D
 - D. Report on Continuum of Alternative Programs (Mr. Rauenzahn)
Exhibit E

XI. NEW BUSINESS

- A. Consideration of consent to the Baltimore County Public Schools FY2007 Operating Budget Supplement Appropriation (Ms. Burnopp)
Exhibit F
- B. Consideration of consent to the following personnel matters: (Dr. Peccia)
1. Retirements Exhibit G
 2. Resignations Exhibit H
 3. Non-Renewal of Contract Exhibit H-1
 4. Leaves of Absence Exhibit I
 5. Deaths Exhibit J
 6. Administrative Appointment Exhibit K
 7. Advisory Council Appointments Exhibit L
- C. Consideration of consent to the following contract awards: (Mr. Gay/Mr. Sines)
Exhibit M
1. Consulting Services for Information Technology Disaster Recovery
 2. Fiber-optic Connectivity
 3. Fire Extinguisher Maintenance for Kitchen Fire Suppression Systems
 4. Floor Care Machines and Associated Equipment
 5. Floor Tiles and Associated Supplies
 6. School Buses
 7. The College Board Connect to College Success
 8. Window Replacement – Bear Creek Elementary School
 9. Window Replacement – Glenmar Elementary School
 10. On-Call Construction Management Services – Perry Hall Middle School and Lansdowne Middle School
 11. Window and Blinds Replacement – Woodmoor Elementary School
 12. Request to Negotiate: Consultant Services – Catonsville Middle School and Hillcrest Elementary School Addition Projects

XII. INFORMATION

- A. Financial Report for FY07 as of September 30, 2006 Exhibit N
- B. Northwest Area Education Advisory Council Pre-budget Meeting Minutes of October 17, 2006 Exhibit O

XIII. ANNOUNCEMENTS

- A. Public Comment on Proposed Changes to Policy 3310 (second reading)
- B. General Public Comment

Next Board Meeting Tuesday, December 5, 2006
7:30 PM Greenwood

TENTATIVE MINUTES

BOARD OF EDUCATION OF BALTIMORE COUNTY, MARYLAND

Tuesday, October 24, 2006

The Board of Education of Baltimore County, Maryland, met in open session at 4:09 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Frances A. S. Harris, Dr. Warren C. Hayman, Mr. Rodger C. Janssen, Ms. JoAnn C. Murphy, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., and Ms. Joy Shillman.

In Hearing Examiner's Case #06-41, the Board entertained oral argument. The matter was heard in closed session.

In addition to the above listed Board members, the following persons were present: the appellant; Dr. Joe A. Hairston, Superintendent of Schools; J. Robert Haines, Esquire, Deputy Superintendent; Ms. Rita Fromm, Chief of Staff; Margaret-Ann F. Howie, Esquire, Legal Counsel to the Superintendent; Anjanette L. Dixon, Esquire, Staff Attorney; 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.

The hearing was concluded at 4:52 p.m.

Board members deliberated on the case.

The Board reconvened in open session at 5:10 p.m. President Donald L. Arnold and the following Board members were present: Ms. Frances A. S. Harris, Dr. Warren C. Hayman, Mr. Rodger C. Janssen, Ms. JoAnn C. Murphy, Ms. Mary-Margaret O'Hare, 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.

Mr. Arnold reminded Board members of community functions and Board of Education events scheduled in October, November, and December.

Board member, Mr. John A. Hayden, III, entered the room at 5:13 p.m.

Ms. Shillman asked when the Board would conduct its self-evaluation. Mr. Arnold stated he will get back with the Board as far as a date to discuss the evaluation.

Ms. O'Hare inquired about the three "reading" process for Board policies. Mr. Arnold provided background and history of the current practice.

Pursuant to the Annotated Code of Maryland, State Government Article, §10-508(a)(1) and (a)(7) and upon motion of Mr. Janssen, seconded by Mr. Pallozzi, the Board commenced its closed session at 5:33 p.m.

CLOSED SESSION MINUTES

The Board of Education of Baltimore County, Maryland, met in closed session at 5:33 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Mr. Rodger C. Janssen, Ms. JoAnn C. Murphy, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., and Ms. Joy Shillman. In addition, Dr. Joe A. Hairston, Superintendent of Schools, and the following staff members were present: J. Robert Haines, Esq., Deputy Superintendent; Ms. Rita Fromm, Chief of Staff; Margaret-Ann Howie, Esq., Legal Counsel to the Superintendent; Dr. Donald Peccia, Assistant Superintendent of Human Resources and Governmental Relations; Dr. Kim X. Whitehead, Assistant Superintendent, Central Area; Mr. William Lawrence, Assistant Superintendent, Northeast Area; Dr. H. Scott Gehring, Assistant Superintendent, Northwest Area; Ms. Jean E. Satterfield, Assistant Superintendent, Southeast Area; Ms. Lisa Samson, Assistant to the Assistant Superintendent, Southwest Area; Dr. Alpheus Arrington, Director, Personnel Staffing; P. Tyson Bennett, Esq., Legal Counsel to the Board of Education; Ms. Rochelle S. Eisenberg, Esq., Hodes, Ulman, Pessin & Katz, P.A.; and Ms. Brenda Stiffler, Administrative Assistant to the Board.

P. Tyson Bennett, Esq. and Rochelle Eisenberg provided legal advice to the Board concerning religious accommodations in schools.

Mr. Peter Bacon, Student Board member, entered the room at 5:45 p.m.

Mr. Bennett provided legal advice to the Board regarding an advisory opinion from the Ethics Review Panel.

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

At 6:19 p.m., Mr. Pallozzi moved the Board adjourn for a brief dinner recess. The motion was seconded by Ms. Murphy and approved by the Board.

OPEN SESSION MINUTES

The Board of Education of Baltimore County, Maryland, reconvened in open session at 7:30 p.m. at Greenwood. President Donald L. Arnold and the following Board members were present: Ms. Frances A. S. Harris, Mr. John A. Hayden, III, Dr. Warren C. Hayman, Mr. Rodger C. Janssen, Ms. JoAnn C. Murphy, Ms. Mary-Margaret O'Hare, Mr. Joseph J. Pallozzi, Mr. H. Edward Parker, Jr., Ms. Joy Shillman, and Mr. Peter Bacon. 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 Dyeshia Lisane, a student at Hampton Elementary School, followed by a period of silent meditation for those who have served education in the Baltimore County Public Schools.

MINUTES

Hearing no additions or corrections to the Board of Education Retreat Minutes of September 9, 2006; Open and Closed Session Minutes of September 19, 2006; and the Open and Closed Session Minutes of October 3, 2006, Mr. Arnold declared the minutes approved as presented on the website.

Mr. Arnold informed the audience of the sessions in which Board members had participated earlier in the afternoon.

ADVISORY AND STAKEHOLDER COMMENTS

Ms. Jennifer Oswald, Baltimore County Student Council President and member, Superintendent's Student Council Advisory Group, reported on the October 17 General Assembly meeting. The focus of the meeting was to discuss the upcoming legislative session and encouraging delegate participation.

Mr. Boyd Crouse, Coordinator of the Area Educational Advisory Councils, reported on his attendance at four of the operating pre-budget meetings.

Ms. Jan Thomas, Chair of the Central Area Educational Advisory Council, reported on its pre-budget hearing.

Mr. David Marks, Chair of the Northeast Area Educational Advisory Council, reiterated the support for a new high school in the northeast/central area.

Mr. Stephen Crum, a Southeast Area Educational Advisory Council representative, reported on its operating pre-budget meeting of October 9.

Ms. Lora Williams, President of the American Federation of State, County, and Municipal Employees (AFSCME), asked the Board to support funding salary upgrades and step increases for custodians and three groups in transportation during the upcoming operating budget process.

Ms. Jasmine Shriver, a representative of the Baltimore County Education Coalition, reported on the joint meeting of October 18 with the County Executive and the Minority Achievement Advisory Group (MAAG).

Ms. Gloria Collins, President of the Baltimore County Instructional Assistants & Clerical Employees, (BACE), asked the Board to be mindful of this year's salaries and health care benefits.

Mr. Stephen Crum, Chair of the Career & Technology Education Advisory Council, thanked Board members for dinner earlier that evening.

Ms. Susan Katz, President of the PTA Council of Baltimore County, stated the council supports the following budget issues: additional funding for technology support staff in each school, maintaining competitive teacher salaries to recruit and retain HQ teachers, increased salaries for support staff, and sound enhancement systems in all schools.

ADVISORY AND STAKEHOLDER COMMENTS (cont)

Ms. Jan Thomas, Chair of the Special Education Citizens Advisory Committee, reported on its meeting of October 9, which included how student support services interacts with students who have IEP's.

Ms. Cheryl Bost, President of the Teachers Association of Baltimore County, asked the Board to "stand strong" on quality health care and secure funding for significant salary increases for teachers.

SUPERINTENDENT'S REPORT

Dr. Hairston announced that the Office of Budget and Reporting received this year's meritorious budget award from the Association of School Business Officials International.

OLD BUSINESS

Naming of New Northeast Area Elementary School

Mr. William Lawrence, Assistant Superintendent of the Northeast Area, stated that after further discussion with community and stakeholder groups, the recommended name of the new northeast school is Windlass Run Elementary School.

Mr. Hayden motioned that the Board approve the name "Vincent Farm Elementary School" for the new elementary school in the northeast area. The motion was seconded by Ms. Shillman and approved by the Board (Favor-11; Opposed-0).

REPORTS

The Board received the following reports:

- A. **Proposed Changes to Policy 3640** – Mr. Don Dent, Executive Director of Planning and Support Operations, noted that the proposed revision clarifies record keeping responsibilities and deletes the reference to disposal of supplies. The proposed language also reflects current administrative functions. This is the first reading of this policy.
- B. **Annual Report on Results** – Ms. Mandi Kirsh, Acting Director of Research, Accountability, and Assessment, presented an overview of the Report on Results and the connection between the *Blueprint for Progress*. Ms. Kirsh summarized the major goals regarding achievement and performance results for 2005-2006 from the *Blueprint for Progress*. She noted that a comprehensive analysis of student achievement data clearly indicates a strong trend of continuous improvement; however, achievement gaps remain. Opportunities for growth include:

REPORTS (cont)

- Rigorous curriculum for all students
- MSA – 100% proficient/advanced
- HSA –100% pass rate
- SAT – participation and scores
- AP – participation and scores
- Highly Qualified – continue increases

Mr. Hayden asked what plans are in place to help students obtain a high school diploma. Dr. H. B. Lantz, Assistant Superintendent for STEM, responded that the school system is working on a series of activities including after-school tutorial programs, enrichment programs, and follow-up courses.

Ms. O'Hare asked why scores declined in the fifth grade. Ms. Kathleen McMahon, Assistant Superintendent for Humanities, responded that the scores on the third and fourth grade level have risen steadily while fifth grade remains at the same place. Ms. McMahon noted that while achievement at the middle school level is approximately 70 percent, the school system needs to increase student intervention opportunities.

Mr. Arnold asked what strategies are in place to prevent special education scores from dropping. Ms. McMahon responded that Alt-MSA is aimed at a small group of the population not in a diploma-bound program. The smaller the student group the greater likelihood that scores will fluctuate from year to year.

With regards to the algebra data analysis on the HSA, Mr. Janssen stated the school system cannot afford to fall below 63.2% in mathematics. Ms. Patricia Baltzley, Director of Mathematics, responded that the *Algebraic Thinking* program has been implemented this year for grades six and seven, and grade eight in 2007. This three-year program prepares students for Algebra I in the ninth grade.

Ms. Shillman asked why there were no ESOL algebra scores for 2004-05 to compare with 2005-06 scores. Ms. Kirsh responded this is the first year that the MSA test is being used to report proficiency for AYP.

Dr. Hayman commented that:

- There appears to be a disconnect between what was presented and what happens daily.
- Staff should look beyond mere numbers.
- Demographics in Baltimore County have changed significant.
- The system should be “serious” about the 2014 deadline and its implications.

REPORTS (cont)

C. **Report on School Staffing** – Dr. Donald Peccia, Assistant Superintendent of Human Resources and Governmental Relations, and Dr. Alpheus Arrington, Director of Personnel Staffing, provided the 2006-2007 staffing report, which included:

- the number of new hires – 975 in 2002 to 999 in 2006;
- the percentage of minority teachers – 15.7% in 2003 to 23.5% in 2006;
- teacher recruitment strategies;
- the number of highly qualified teachers in core and special education area totals 5,501 or 93.3% in 2006;
- the number of 338 (or 6.7%) teachers are currently working on meeting the NCLB requirements;
- the number of highly qualified paraeducators in Title I schools totals 315 or 100%;
- the strategies for the 2007-2008 school year.

The Department of Human Resources has made significant progress in the recruitment, hiring, and employment of highly qualified teaching staff. Human Resources' efforts will continue to assist with teachers who have not yet met NCLB requirements. The goal is to place highly qualified teachers in every classroom by the end of the school year.

Ms. Shillman expressed concern that the northwest area has the most non-HQT. Dr. Peccia responded that the school system is placing highly qualified teachers (HQT) as positions become vacant. The majority of openings are at the high school level, and it is difficult to find HQT for secondary schools.

Ms. Murphy asked for current vacancy figures. Dr. Arrington stated there are thirteen vacancies: six in special education, two in mathematics, two in science, two in JROTC, and one in technology education.

Mr. Parker asked what the perceived message to a teacher is if he/she does not meet the highly qualified requirements. Dr. Arrington responded that if a teacher does not complete the requirements to become highly qualified, they may not be employed after this year.

Dr. Hayman expressed the following concerns:

- Need to increase the efforts in minority hiring.
- Staffing report does not deal with class size.
- Authority of Human Resources and Area Assistant Superintendents in staffing.
- Lack of correlation between being highly qualified and the ability to teach.
- Need to promote within the school system by providing more professional development to help teachers meet the standards.

PERSONNEL MATTERS

On motion of Mr. Janssen, seconded by Ms. Harris, the Board approved the personnel matters as presented on Exhibits F, G, H, I, J and K. (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 1-2, 4-8 (Exhibit L). Mr. Hayden separated item 3 for further discussion.

The Board approved these recommendations.

1. JMI-602-04 Contract Modification: On-Call Asbestos Abatement Hygiene Testing and Monitoring
2. MWE-847-07 Contract Renewal: Oracle Software Annual License
4. JNI-767-07 Optical Mark Reader/Scanner
6. JMI-638-06 Contract Modification: Window Replacement – Campfield Early Childhood Center
7. MWE-825-06 Contract Modification: Construction Management Services – Vincent Farm School Site
8. JMI-652-06 Renovations – Lansdowne Middle School

Item 3

Mr. Hayden asked how the price was determined. Mr. Gay responded the pricing is based on the STEM program budget, classroom, lab, and installation of the product. This contract is to purchase educational broadcast-quality, plug-and-play video on-demand server systems for Chesapeake High School, and to begin a phasing-in of the system in all of our schools.

Ms. Shillman asked whether the contract amount of \$1,050,000 included all schools. Dr. Lantz responded in the affirmative.

On motion of Ms. Harris, seconded by Mr. Hayden, the Board approved item 3.

3. JNI-765-07 Educational Video-on-Demand System

ANNOUNCEMENTS

Mr. Arnold made the following announcements:

- The next regularly scheduled meeting of the Board of Education of Baltimore County will be held on Wednesday, November 8, 2006, at Greenwood. The meeting will begin with an open session at approximately 5:30 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 at all open sessions.

Mr. Arnold stated that public comment is one of the opportunities that the Board provides to hear the views and receive the advice of community members. The members of the Board appreciate hearing from interested citizens and will take comments into consideration, even though it is not the Board's practice to take immediate action. 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. Citizens are encouraged to utilize existing avenues of redress for complaints. Inappropriate personal remarks or other behavior that disrupts or interferes with the conduct of the meeting is out of order.

Mr. Arnold asked all speakers to observe the light system and to conclude their remarks when the red light is lit.

PUBLIC COMMENT

Dr. Bash Pharoan stated social studies teachers are teaching misconceptions about Jihad. He asked the Board to consider a special advisory group on Islamic issues.

Mr. Muhammad Jameel asked the Board to permit Muslim students to celebrate their holidays equal to other students by adding the two Muslim holidays on the school calendar.

Ms. Susan Sands-Pharoan asked the Board to add the two Muslim holidays to the school calendar.

Ms. Cynthia McGaunn requested the Board to consider a reasonable monetary compensation for paraeducators.

Mr. Adam Paul thanked the Board for choosing "Vincent Farm" as the name for the new elementary school in the northeast area.

Ms. Pat Laro thanked the Board for selecting "Vincent Farm" as the name for the new elementary school in the northeast area.

ADJOURNMENT

At 10:13 p.m., Mr. Pallozzi moved to adjourn the open session. The motion was seconded by Ms. Shillman and approved by the Board.

Respectfully submitted,

Joe A. Hairston
Secretary-Treasurer

bls

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **PROPOSED CHANGES TO BOARD OF EDUCATION POLICY
3640 – PROPERTY DISPOSITION**

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

**RESOURCE
PERSON(S):** Don Dent, Executive Director, Planning and Support Operations
Chuck Raulie, Manager, Distribution Services

RECOMMENDATION

Board of Education Policy 3640 is being revised to reflect the current organization structure and to further define areas of accountability. This is the third reading of Policy 3640.

Attachment I – Policy Analysis
Attachment II – Proposed Policy 3640

BOARD OF EDUCATION OF BALTIMORE COUNTY
Policy Analysis for Proposed Revision to Policy 3640:
Fees, Gifts, and Property Disposition

Statement of Issues Addressed by the Proposed Policy Revision

Policy 3640 was originally adopted by the Board of Education in September 1968 and addresses the process for disposal of books and equipment. The policy has not been updated since its original adoption

The proposed revision clarifies language related to record keeping responsibilities and deletes reference to disposal of supplies. The proposed language also reflects current administrative functions.

Cost Analysis

There is no new fiscal impact on the system as a result of the proposed revision.

Relationship to Other Board of Education Policies

Policy 3220 establishes a standard for maintaining inventories. Rule 3220 requires that procedures be established for property disposal.

Legal Requirement

USDA Rules and Regulations, 7CFR Part 3015, Uniform Federal Assistance Regulations: Sub Part I – Audits

MSDE - Rules, Regulations and Procedures Governing Federal and State Categorical Equipment Inventory

State of Maryland Public School Construction Program – Procedures for the Transfer of State Funded Movable Equipment

Title 4, subtitle 5, s. 501-508 Annotated Code of Maryland, State Finance and Procurement
Federal register, Volume #53, No. 48, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments: Final Rule
Section 1011, Chapter 1 of Title I, ESEA. Sections 200.4 and 200.40-200.45

Similar Policies Adopted by Other School Systems

Policies in seven other counties were reviewed: Anne Arundel, Carroll, Frederick, Harford, Howard, Montgomery, and Prince Georges.

Draft of Proposed Policy

See attached

Other Alternatives Considered by Staff

Proposed revisions were submitted after careful review of operating procedures in seven other counties.

NON-INSTRUCTIONAL SERVICES: [Fees, Gifts and] Property Disposition

Sale and Disposal of Books AND Equipment[, and Supplies]

No books, [supplies,] or equipment shall be disposed of until permission has been received from the [Office of the Associate Superintendent, Division of Business and Finance] SUPERINTENDENT OR SUPERINTENDENT'S DESIGNEE.

[The Office of the Associate Superintendent, Division of Business and Finance shall determine whether the material involved has a salable value and if such shall be the case he/she shall arrange for the sale of the material. If the material does not have a salable value the proper disposal of the books, equipment, and/or supplies shall be determined.]

Records of disposals shall be maintained [, whether the disposal occurs at an individual school or office or in the central warehousing facility] IN THE DISTRIBUTION SERVICES OFFICE, THE ACCOUNTING OFFICE, AND THE SCHOOL OR THE CENTRAL OFFICE THAT FUNDED THE ORIGINAL PURCHASE.

Policy
Adopted: 9/18/68
REVISED:

Board of Education of Baltimore County

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **PROPOSED DELETION OF BOARD OF EDUCATION POLICY 3320**

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

RESOURCE PERSON(S): Don Dent, Executive Director, Planning and Support Operations
Karen Levenstein, Director, Office of Food and Nutrition Services

RECOMMENDATION

It is recommended that Board of Education Policy 3320 be deleted since the new language in Policy 3310 renders Policy 3320 unnecessary. This is the first reading of Policy 3320.

Attachment I – Policy Analysis
Attachment II – Policy 3320

BOARD OF EDUCATION OF BALTIMORE COUNTY
Policy Analysis for Proposed Revision to Policy 3310 and 3330 and Deletion of Policy 3320
NON-INSTRUCTIONAL SERVICES: Food Services

Statement of Issues Addressed by the Proposed Policy Revision

Policy 3310 has been updated to more accurately reflect the mission and purpose of the Food Service Program. The new language renders Policy 3320 unnecessary and it is recommended for deletion. Policy 3330 has been updated to reflect current operational standards and controls.

Cost Analysis

There are no new costs associated with the proposed revisions.

Relationship to Other Board of Education Policies

All Board of Education policies that address the Food and Nutrition Services program are being submitted for review together.

Policy 3330 is set in accordance with Policy 3131 – External Audit.

Legal Requirement

There is no legal requirement to establish a food service program. The legal requirements referenced in the policies reflect sanitation and health standards.

Similar Policies Adopted by Other School Systems

Every LEA in Maryland participates in the USDA National School Lunch Program and each Superintendent signs the MSDE School Nutrition Program Agreement annually. Individual operational policies and standards in each LEA may differ.

Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

The revised documents bring our mission, practices and procedures into alignment.

NON-INSTRUCTIONAL SERVICES: Food Services

Responsibilities and Duties

The Department of Food Services is responsible for administering the food service program in accordance with the objectives, policies and procedures established by the Board of Education and the Superintendent of Schools. This department shall operate through the normal staff organization as established by the Board and the Superintendent.

The Department of Food Services is responsible for maintaining uniform food service procedures systemwide. In the event adaptations or deviations are to be made in individual schools they shall be approved by the Department of Food Services.

The Department of Food Services is responsible for the final selection, training, placement, and administration of school food service managers and school food service personnel.

Policy
Adopted: 9/18/68
Revised: 6/19/80]

Board of Education of Baltimore County

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **PROPOSED CHANGES TO BOARD OF EDUCATION POLICY 3330**

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

RESOURCE PERSON(S): Don Dent, Executive Director, Planning and Support Operations
Karen Levenstein, Director, Office of Food and Nutrition Services

RECOMMENDATION

It is recommended that Board of Education Policy 3330 be revised to reflect current operational standards and controls. This is the first reading of Policy 3330.

Attachment I – Policy Analysis
Attachment II – Policy 3330

BOARD OF EDUCATION OF BALTIMORE COUNTY
Policy Analysis for Proposed Revision to Policy 3310 and 3330, and
Deletion of Policy 3320
NON-INSTRUCTIONAL SERVICES: Food Services

Statement of Issues Addressed by the Proposed Policy Revision

Policy 3310 has been updated to more accurately reflect the mission and purpose of the Food Service Program. The new language renders Policy 3320 unnecessary and it is recommended for deletion. Policy 3330 has been updated to reflect current operational standards and controls.

Cost Analysis

There are no new costs associated with the proposed revisions.

Relationship to Other Board of Education Policies

All Board of Education policies that address the Food and Nutrition Services program are being submitted for review together.

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Similar Policies Adopted by Other School Systems

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Draft of Proposed Policy

Attached

Other Alternatives Considered by Staff

The revised documents bring our mission, practices, and procedures into alignment.

NON-INSTRUCTIONAL SERVICES: Food Services

Finance

The OFFICE [Department] of Food AND NUTRITION Services (“THE OFFICE”) WILL OPERATE A NON-PROFIT FOOD SERVICE PROGRAM (“THE PROGRAM”) IN COMPLIANCE WITH THE MARYLAND STATE DEPARTMENT OF EDUCATION FINANCIAL GUIDELINES AND SHALL BE [is] responsible for the proper management of its FISCAL resources.

REVENUES RECEIVED SHALL BE USED SOLELY FOR THE FULL COST OF PROVIDING THE PROGRAM’S SERVICES. THE OFFICE SHALL ESTABLISH PROCEDURES FOR ANNUAL ADJUSTMENTS TO STUDENT MEAL PRICES. [The program’s operation shall be maintained on an individual school basis, with operating reports being furnished for each school. County averages shall be provided by the Office of Finance.] The [food service program] SUPERINTENDENT shall [be operated on a rigid internal control, with independent cash counts and tests of inventory being made monthly on a random situation basis by the Office of Finance.] ESTABLISH RULES FOR DETERMINING MEAL PRICES AND SAFEGUARDING THE PROGRAM’S ASSETS. The accounts of the OFFICE shall be [examined annually by independent certified accountants appointed by] INCLUDED IN THE ANNUAL AUDIT OF the Board of Education IN ACCORDANCE WITH BOARD OF EDUCATION POLICY 3131, EXTERNAL AUDIT. [All funds of the food service program shall be in the custody of the Board of Education.]

[The budget of the Board of Education provides funds for the supervision of the food service program through the Department of Food Services.]

RELATED POLICIES: BOARD OF EDUCATION POLICY 3121, ACCOUNTING AND CASH MANAGEMENT, FUNDS MANAGEMENT
BOARD OF EDUCATION POLICY 3131, EXTERNAL AUDIT

Policy

Board of Education of Baltimore County

Adopted: 9/18/1968

Revised: 6/19/1980

REVISED:

BALTIMORE COUNTY PUBLIC SCHOOLS

Date: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **CONTINUUM OF ALTERNATIVE PROGRAMS**

ORIGINATOR: H. B. Lantz, Assistant Superintendent, STEM

RESOURCE
PERSON(S): Dale R. Rauenzahn, Executive Director, Student Support Services

INFORMATION

This report will present the concept of the *Continuum of Alternative Programs*. It coordinates with what is currently in existence in Baltimore County Public Schools and gives an overview of three proposed new programs for the fall of 2007 and one for the following year. The three programs being proposed are each unique and emphasize different areas of the Continuum. The first program included is an in-school model blending the Maryland's Tomorrow program with a computer-assisted mastery learning instructional delivery system. The second is a large alternative center that is a one-year program for academic acceleration and behavioral intervention. The third is a partnership with Job Corp for our older and overage students.

Attachment I – Executive Summary
Attachment II – Continuum of Alternative Programs
Attachment III – Student Support Services Model

Continuum of Alternative Programs Executive Summary

No Child Left Behind and the *Bridge to Excellence/Master Plan* have set standards that Baltimore County Public Schools (BCPS) must meet over the next several years. BCPS is required to provide a continuum of Alternative Programs for students who are at risk for academic failure, chronic disruptive behaviors, health issues, and/or dropping out of school.

Currently, BCPS' alternative programs (including Evening High Schools, Alternative Schools, Afternoon Group Learning Centers, and Home Teaching) delivered services to students who have been disciplinarily removed from comprehensive schools. A more proactive approach to the disciplinary process directly addresses the demand for alternative programming for a portion of the student population that will need more options. Attachment II is a model of the Continuum of Alternative Programs.

The model is designed to address the needs of students:

- who are not academically able to achieve with their peers,
- who are disruptive to the classroom environment or in the school, or
- who are not meeting success in school and dropping out, which reduces the graduation rate.

The model illustrates which programs prevent dropping out and the programs permit students to graduate with a credit-based high school diploma.

RECOMMENDATION 1: Provide an alternative program that would support students in grades 6-10, academically, in reading and math while addressing behavioral issues.

BCPS has the following data to support a direct alternative program to provide services to students in grades 6-10 to enhance reading and math skills:

	Total Number of Students who scored basic on the MSA and HSA tests			
	<u>2002-2003</u>	<u>2003-2004</u>	<u>2004-2005</u>	<u>Avg/Year</u>
Reading	6,559	10,364	10,555	9,015
Math	7,693	15,110	14,614	12,472

During the 2002-2003 school year, not all grades were tested. The number of students who are basic in achievement at reading and/or math, and have at least one suspension, is as follows:

<u>2002-2003</u>	<u>2003-2004</u>	<u>2004-2005</u>	<u>Avg/Year</u>
2,506	4,942	4,386	3,944

An alternative program that would address students' academic needs and behavioral needs would seem warranted. The Continuum of Alternative Programs shows that the alternative program of

Secondary Academic Intervention Model (SAIM) should be established for the purpose of addressing academics and behaviors.

RECOMMENDATION 2: Provide a program of dropout prevention and intervention for students in grades 9-12 that allows students more flexibility of program and curriculum.

Data has uncovered a rising number of dropouts who are not graduating with the traditional credit high school diploma. The data on high school graduation and the dropout rate for the last three years is as follows:

	<u>2002-2003</u>	<u>2003-2004</u>	<u>2004-2005</u>	<u>Avg/Year</u>
Graduation Rate	88.24	86.08	84.78	86.36
Dropout Rate	3.28	4.36	4.46	4.03

With system-wide goals of 90% graduation rate and 3% dropout rate, BCPS appears to have moved in a negative direction for this three-year period. The use of established programs, such as Evening High School and Saturday School, does not seem to give enough flexible scheduling and curriculum to meet the needs of the student population. The Continuum of Alternative Programs shows that the development of a dropout prevention/recovery program within a comprehensive school is needed. This would assist schools by allowing students to move to a more flexible program, *Maryland's Tomorrow/AdvancePath Academy* which allows for students to remain in the comprehensive school, but employs a totally different instructional approach of mastery learning through computer assisted instruction.

RECOMMENDATION 3: Provide a high-end program for students in grades 10-12 that incorporates technology and vocational experiences leading to a high school diploma.

A business partnership with the Woodstock Job Corps (federal program) facilities would be established to meet the needs of students at the extreme end of the academic and behavioral continuum. This would be a new model with the federal government and local school system working together. The *Woodstock Program* would provide the possibility of a residential setting and a direct link to technical and vocational training with a credit high school diploma program provided by BCPS.

RECOMMENDATION 4: Alter/revamp the Home and Hospital programs to make them technologically available to students through the use of the Internet and high quality teachers.

Staff recommends development of a *Connections Academy Program* which uses the latest in technology to connect students to established curriculum and highly qualified teachers. This would allow BCPS to move the Home and Hospital program with its other programs; Home Teaching for expelled students, Spring Grove, and other hospital sites to a technological program of study that would meet more students' needs. This *Connections Academy* could also address over 900 Home Schooled families that BCPS monitors. This could potentially bring these Home Schooled students back to BCPS, thus allowing these students to be included in the September 30th enrollment count.

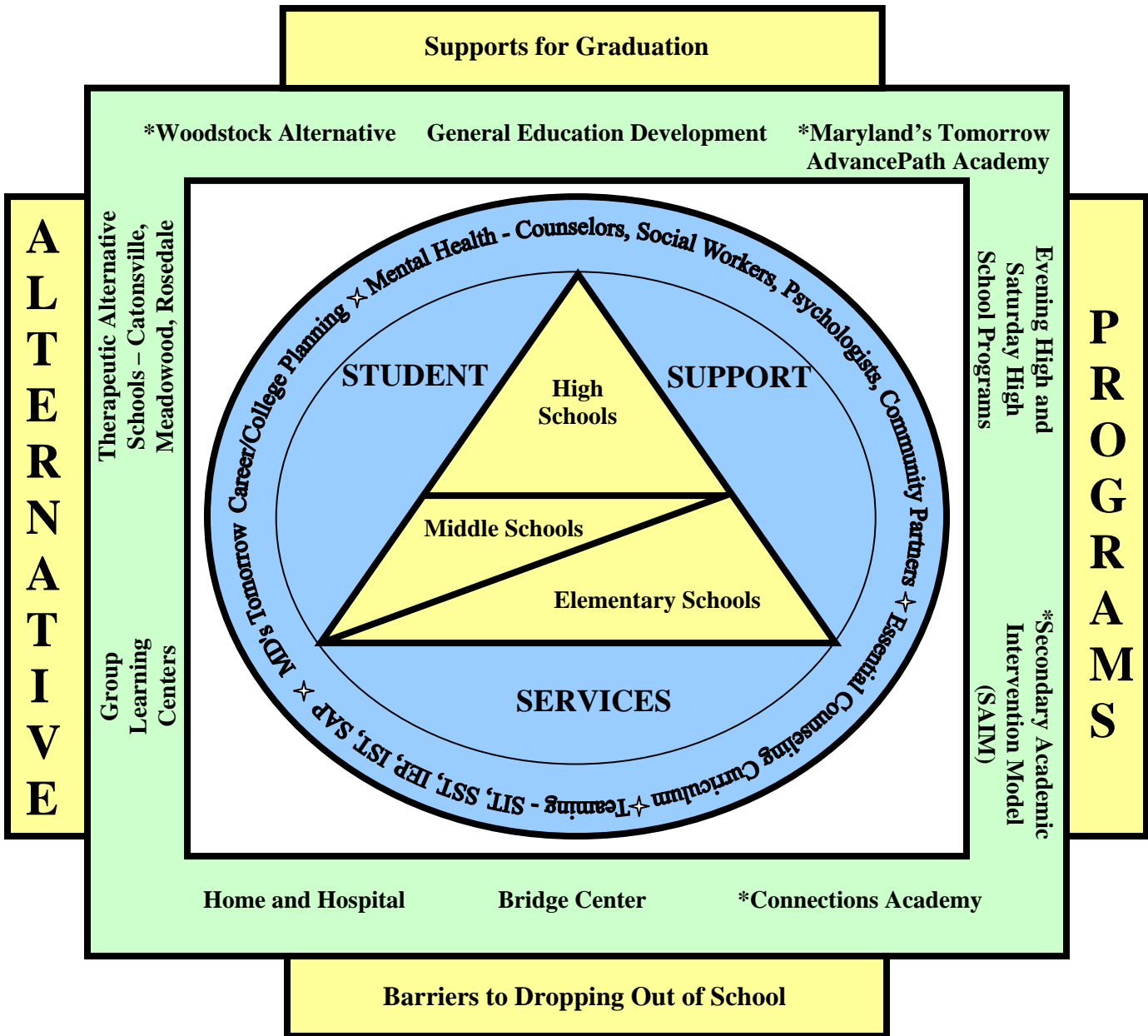
BALTIMORE COUNTY PUBLIC SCHOOLS CONTINUUM OF ALTERNATIVE PROGRAMS

Audience Program	Elementary	Middle	High
Academic	Summer School Programs	Summer School Programs Bridge Center *Secondary Academic Intervention Model (SAIM)	Summer School Programs Bridge Center Evening/Saturday High School *SAIM (9-10) *Maryland's Tomorrow Program/Advance Path Academy
	*Connections Academy	*Connections Academy	*Connections Academy
Behavioral Intervention	Home Teaching Resource Center	*SAIM Therapeutic Alternative Schools Home Teaching	*SAIM (9-10) Therapeutic Alternative Schools Evening/Saturday High
Disciplinary (Susp./Exp.)	Resource Center Home Teaching	Therapeutic Alternative Schools Afternoon Group Learning Centers Home Teaching	Therapeutic Alternative Schools Evening/Saturday High Home Teaching
Medical	Home and Hospital *Connections Academy	Home and Hospital *Connections Academy	Home and Hospital *Connections Academy
Graduation			Evening/Saturday High *Connections Academy *MTP/AdvancePath Academy *Woodstock Program (11-12)
Dropout			Evening/Saturday High *Connections Academy *MTP/AdvancePath Academy *Woodstock Program (11-12)

* Programs under consideration by BCPS

CONTINUUM OF STUDENT SUPPORT SERVICES MODEL

This model of student support services and alternative programs graphically represents the services and programs provided for all Baltimore County Public School students to support student achievement and movement towards earning a high school diploma, graduation. The model at the same time presents barriers to students dropping out of school.



*Programs under consideration and review

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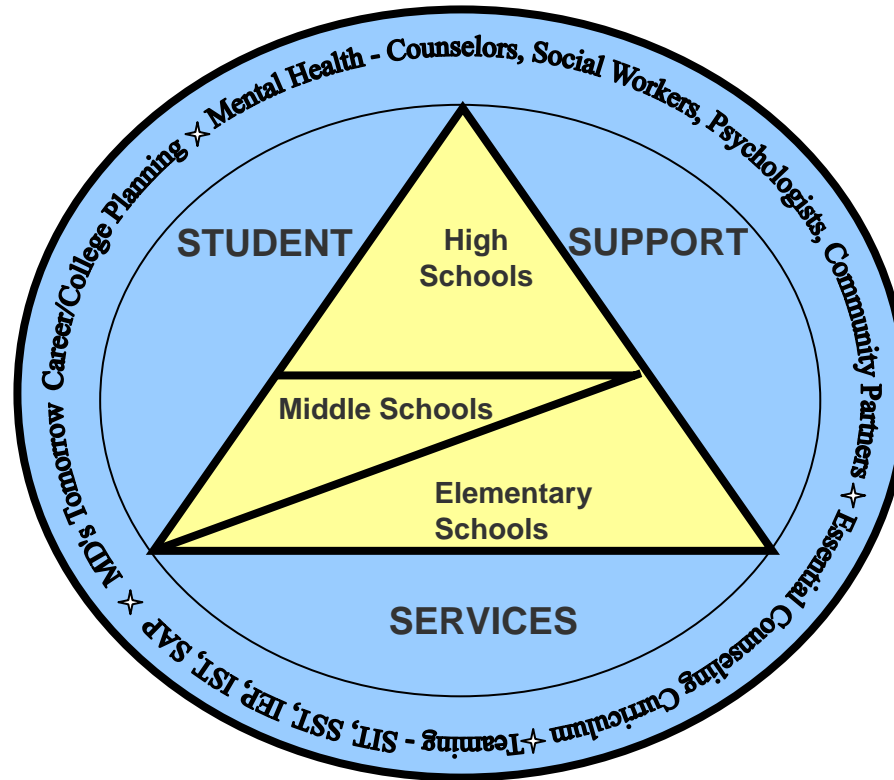
Continuum of Alternative Programs

Board of Education
November 21, 2006

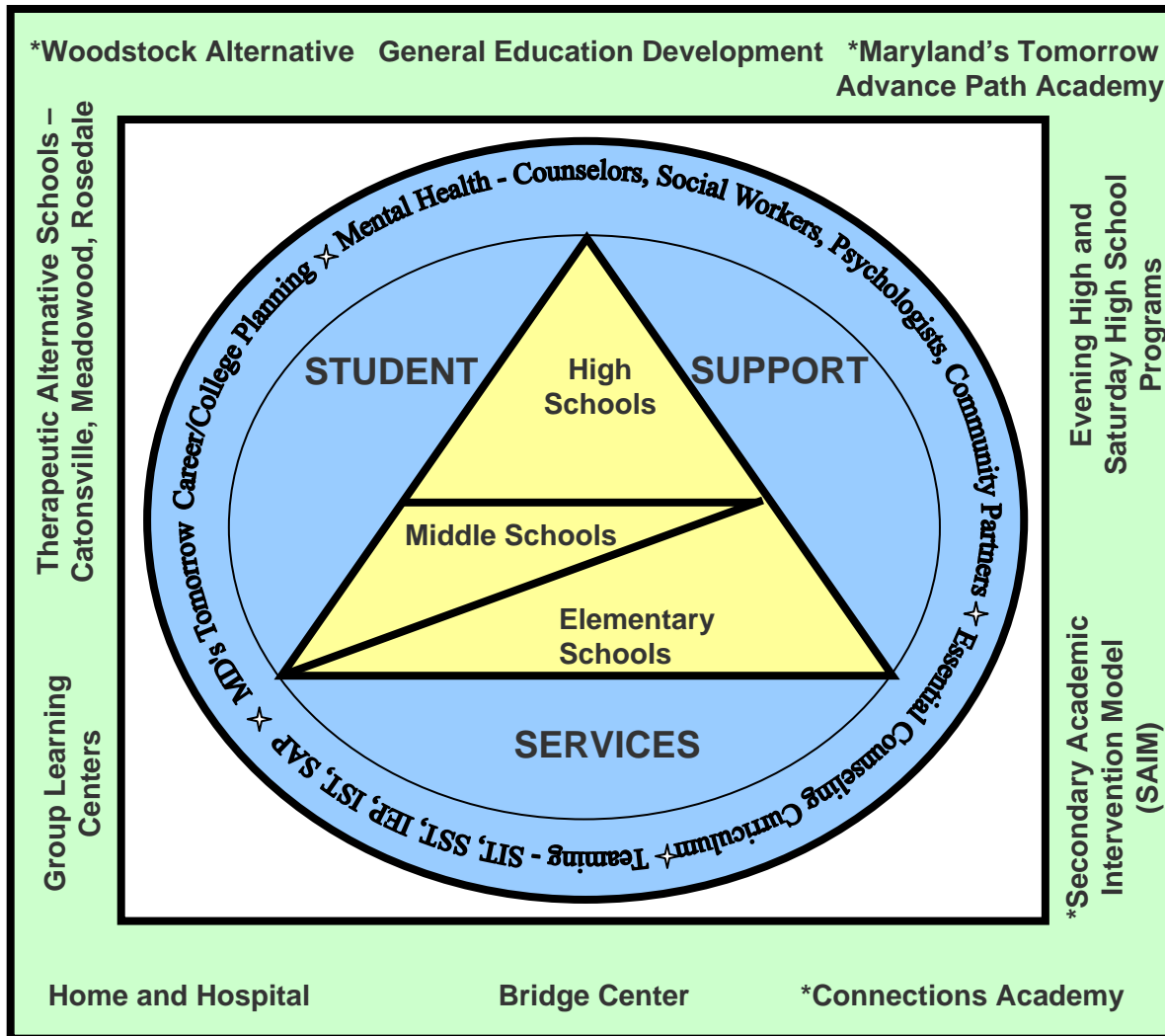
Purpose of Alternative Programs Continuum

- To enhance reading and math skills at all grade levels
- To address the diverse styles of learning in student populations in Baltimore County
- To allow for all students to learn at their speed in various environments
- To provide choices to students
- To prevent dropouts
- To promote graduation

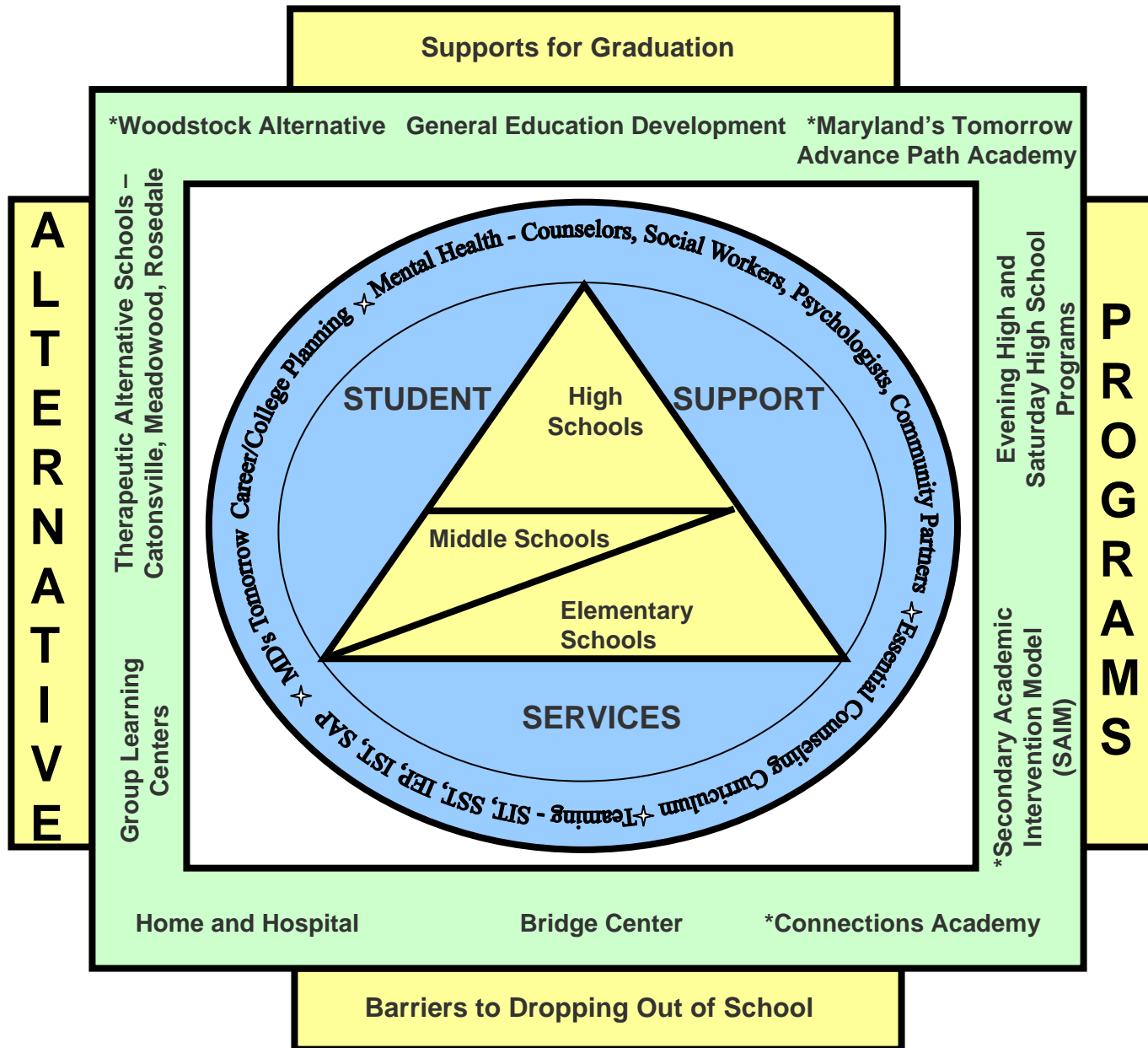
Comprehensive School



Surrounding Comprehensive Schools with Alternative Programs



Results of a Continuum of Alternative Programs



Programs for all Students

- Academic
- Behavioral Intervention
- Disciplinary
- Medical
- Dropout Prevention
- Graduation

BALTIMORE COUNTY PUBLIC SCHOOLS CONTINUUM OF ALTERNATIVE PROGRAMS

Audience Program	Elementary	Middle	High
Academic	Summer School Programs	Summer School Programs Bridge Center *Secondary Academic Intervention Model (SAIM)	Summer School Programs Bridge Center Evening/Saturday High School *SAIM (9-10) *Maryland's Tomorrow Program/Advance Path Academy
	*Connections Academy	*Connections Academy	*Connections Academy
Behavioral Intervention	Home Teaching Resource Center	*SAIM Therapeutic Alternative Schools Home Teaching	*SAIM (9-10) Therapeutic Alternative Schools Evening/Saturday High
Disciplinary (Susp./Exp.)	Resource Center Home Teaching	Therapeutic Alternative Schools Afternoon Group Learning Centers Home Teaching	Therapeutic Alternative Schools Evening/Saturday High Home Teaching
Medical	Home and Hospital *Connections Academy	Home and Hospital *Connections Academy	Home and Hospital *Connections Academy
Graduation			Evening/Saturday High *Connections Academy *MTP/AdvancePath Academy *Woodstock Program (11-12)
Dropout			Evening/Saturday High *Connections Academy *MTP/AdvancePath Academy *Woodstock Program (11-12)

* Programs under consideration by BCPS

Existing Alternative Programs

- Alternative Schools – 1,100 students
- Summer School Elementary – High 13,000 students
- Bridge Center – 196 Students
- Evening/Saturday High School – 2,697 students
- Group Learning Center – 228 students
- Home and Hospital/Home Teaching – 2,295 students
- Home Schooling – BCPS 1,008 students (overall over 2,968)

Programs for 2007

- *Maryland's Tomorrow/AdvancePath Academy* – an in-school alternative
- *Secondary Academic Intervention Model* – a one year reading and math alternative center model
- *Woodstock Program* – an 11th and 12th grade vocational/trades partnership program

Maryland's Tomorrow/ AdvancePath Academy

- Located at Chesapeake High School
- Incorporates an existing program – *Maryland's Tomorrow* (100 students) – and can grow to 160 students
- Partnership with an educational vendor of computer software and instructional implementation
- Grades 9-12 full academic program including a computer-assisted mastery learning and small-group instruction
- Life skills and personal development curriculum to develop resiliency skills for students

Results of MT/APA

- Students remain in home school and part of their community
- Students will meet the graduation credit requirements
- Students will pass the HSA exam requirements for the class of 2009
- Students will develop resiliency and life skills necessary for post-secondary success
- Dropout rate will be reduced and graduation rate will increase

Secondary Academic Intervention Model (SAIM)

- A reading and math academic program for students who are “basic” and have a behavioral component
- Grades 6-10 using an intensive reading and math approach for 180 days
- Facility maximum capacity – 5 learning communities of 108 students per community, total of 540
- Location on the eastside of county – servicing the SE, NE, and CN areas 1st year pilot

Results of SAIM Program

- Students will move from “basic” to proficient
- Students will have success in high school, academically and behaviorally
- Students will graduate by successfully passing HSA exams
- Reduce dropout rate and increase graduation rate
- Place a west side program in 2008

Woodstock Program

- A partnership with the Woodstock Job Corp – 100 BCPS students
- Any student in the county could access if meeting the criteria – 16 or older, economic status, and wants a high school diploma, and a skill or trade
- Students in the NW and SW – can be residential which opens all areas of the county

Results of Woodstock

- Students have an option for completing a credit high school diploma
- Students develop a skill, trade, craft, or vocation
- Students overage for traditional program have a choice
- Lower dropout rate and increase the graduation rate

Why does BCPS need Alternative Programs?

- Number of students in grades 6 -10 who score “basic”
 - Reading – 3,500 per year (3 year avg.)
 - Math – 4,900 per year (3 year avg.)
- Number of students not passing HSA exams – 35%
- Number of students who are suspended/expelled who are “basic”
 - 3,700 per year (3 year avg.)
- Dropout rate for BCPS - 4.28%
 - state standard is 3.0%
- Graduation rate for BCPS - 84.7%
 - state standard is 90%

Why do our Schools Need Alternative Programs?

- Safe and orderly environments are enhanced
- Students who want to learn are able to learn in the comprehensive school environment
- Alternative students receive the instruction and support in an environment where they can be successful

The Future

- A series of *Maryland's Tomorrow/AdvancePath Academies* on the west and east sides of the county
- A west side SAIM center
- A virtual school – *Connections Academy* concept
- All students learning but not necessarily in the same way, or at the same location, or on the same day

Alternative Programs Cost

- Alternative programs are expensive, 1.5 to 2.5 times normal programs
- Incarceration is more expensive, 4 to 5 times the cost of normal programs
- Non-graduating students, dropouts, are a drain on the economics of a community and a society
- Pay now or pay later

Alternative Programs Continuum

Providing service to
students who need
something different to
be successful

THE END



BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **FY 2007 BUDGET SUPPLEMENT APPROPRIATION**

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

**RESOURCE
PERSON(S):** Barbara Burnopp, Chief Financial Officer

RECOMMENDATION

That the Board of Education members approve a FY 2007 supplement appropriation of \$1,574,200 for the Maryland's Tomorrow program at Chesapeake High School, and \$2,110,000 for a secondary academic intervention model.

The supplement also includes \$300,000 for build out and increased electrical capacity at the disaster recovery site that is being developed in partnership with Baltimore County at the Kenwood Center.

BALTIMORE COUNTY PUBLIC SCHOOLS
Budget Supplement

Summary of Increases by Category

02 - Mid-level Admin	An increase of \$15,000 will fund telephones at the secondary academic intervention model.
04 - Instruct Texts & Supp	An increase of \$335,000 will fund furniture, supplies, instructional materials and audio visual equipment for the secondary academic intervention model.
05 - Other Instruct Costs	An increase of \$1,224,200 will fund computers and copier for the secondary academic intervention model, and for contracted services for the Maryland's Tomorrow program at Chesapeake High.
10 - Operation of Plant	An increase of \$2,001,000 will fund rental space, custodial supplies, and build out for the secondary academic intervention model, and for a specialized, 4-classroom modular unit (including installation) for the Maryland's Tomorrow program at Chesapeake High.
11 - Maint of Plant	An increase of \$300,000 will fund the build out and increased electrical capacity at the disaster recovery site at the Kenwood Center.
15 - Capital Outlay	An increase of \$109,000 will fund cafeteria equipment for the secondary academic intervention model.

Summary of Revenue Sources

Local Sources - Fund Balance

This request is to reappropriate \$3,984,200 of the June 30, 2006, available general fund balance.

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204****November 21, 2006****RETIREMENTS**

<u>NAME</u>	<u>POSITION</u>	<u>SCHOOL/OFFICE</u>	<u>YRS. OF SERVICE</u>	<u>EFFECTIVE DATE</u>
Jacqueline Byrd	Teacher	Battle Monument School	28.6	01-01-07
Susanne Gore	Admin. Sec. II	Timonium/Acct. & Testing	13.2	11-01-06
Diane Koch	Teacher	Powhatan Elementary	25.6	01-01-07
Sharon Mangione	Paraeducator	Stemmers Run Middle	10.2	11-01-06
Helen Means	Teacher	Milford Mill Academy	33.5	02-01-07
Carol Seip	Paraeducator	Middlesex Elementary	28.4	12-01-06

As of 11/01/06

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

November 21, 2006

RESIGNATIONS

ELEMENTARY – 1

Johnnycake Elementary School
Melanie Townsend, 12/01/06, 1.3 yrs.
Library Science Media

SECONDARY – 7

Lansdowne Middle School
Frances A. Herd-Hopkins, 11/08/06, 2.0 mos.
Reading – Secondary

Loch Raven High School
Rachel E. Watts, 11/03/06, 2.0 mos.
Spanish

Milford Mill Academy
Muriel Cole-Webber, 12/01/06, 2.3 yrs.
Social Studies

John A. Grennan, III, 10/20/06, 1.2 yrs.
Guidance – Secondary

Overlea High School
Robert B. Bowden, 11/17/06, 3.0 mos.
Special Education – Self Contained

Parkville High School
Carrie M. Scheel, 09/28/06, 3.0 weeks
English

Patapsco High School
David C. Hartman, 10/20/06, 2.2 yrs.
Reading - Secondary

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

November 21, 2006

LEAVES

CHILD REARING LEAVE

MARY ELIZABETH HOLMES BRENNAN – (Special Education) Formerly Shady Spring Elementary School
Effective February 19, 2007, through February 19, 2009

**BALTIMORE COUNTY PUBLIC SCHOOLS
TOWSON, MARYLAND 21204**

November 21, 2006

DECEASED

The Board gratefully acknowledges the service of the employee listed below:

NELDA M. BRITTAIN
Operator I
Copy and Printing Services
October 24, 2006

BALTIMORE COUNTY PUBLIC SCHOOLS

RECOMMENDED APPOINTMENTS

November 21, 2006

NAME

FROM

TO

MANDI L. KIRSH

(Effective November 22, 2006)

Coordinator
Office of the Deputy
Superintendents

Director, Special Projects
Office of the Superintendent

(Redirected Position)

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **AREA EDUCATION ADVISORY COUNCIL APPOINTMENT –
CENTRAL AREA**

ORIGINATOR: Dr. Kim X. Whitehead, Assistant Superintendent, Central Area

**RESOURCE
PERSON(S):**

RECOMMENDATION

That Ms. Sharon D. Elliott be appointed as a member to the Central Area Educational Advisory Council.

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **AREA EDUCATION ADVISORY COUNCIL STUDENT APPOINTMENT – SOUTHEAST AREA**

ORIGINATOR: Ms. Jean Satterfield, Assistant Superintendent, Southeast Area

RESOURCE PERSON(S):

RECOMMENDATION

That Miss Tensia Montoya be appointed as a student member to the Southeast Area Educational Advisory Council.

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

RE: **RECOMMENDATIONS FOR AWARD OF CONTRACTS**

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

PERSON(S): Rick Gay, Manager, Office of Purchasing
Michael Sines, Executive Director, Department of Physical Facilities

RECOMMENDATION

That the Board of Education approves the following contract recommendations.

See the attached list of contract recommendations presented for consideration by the Board of Education of Baltimore County.

RLG/caj

Appendix I – Recommendations for Award of Contracts – Board Exhibit

**Recommendations for Award of Contracts
Board Exhibit – November 21, 2006**

The following contract recommendations are presented for consideration by the Board of Education of Baltimore County.

- 1. Contract** Consulting Services for Information Technology Disaster Recovery
Contract #: PCR-262-07 (Towson University TU-0524)

Term: 1 year **Extension:** N/A **Contract Ending Date:** 11/15/07 (tentative)
Estimated annual award value: \$38,895
Estimated total award value: \$38,895

Bid issued: N/A
Pre-bid meeting date: N/A
Due date: N/A
No. of vendors issued to: N/A
No. of bids received: N/A
No. of no-bids received: N/A

Description:

This contract consists of providing consulting services for the proposed information technology (IT) disaster recovery site. The consultants will review the current IT infrastructure for Baltimore County Public Schools (BCPS) to identify the impact on BCPS' IT resources in the event of localized or regional disasters (natural or man-made), and to make a series of recommendations that could be implemented to help protect data and provide the mechanisms for IT recovery.

BCPS is *piggy-backing* a Towson University contract in accordance with Maryland State law and board policy that allow using contracts awarded by other public agencies.

Recommendation:

Award of contract is recommended to:

CAS Severn, Inc.	Laurel, MD
Responsible school or office:	Department of Technology
Contact person:	Michael Goodhues
Funding source:	Operating budget

2. Contract Fiber-optic Connectivity
Contract #: PCR-259-07 (Baltimore County #41410)

Term: 1 year **Extension:** N/A **Contract Ending Date:** 11/15/07 (tentative)
Estimated annual award value: \$52,842
Estimated total award value: \$52,842

Bid issued: N/A
Pre-bid meeting date: N/A
Due date: N/A
No. of vendors issued to: N/A
No. of bids received: N/A
No. of no-bids received: N/A

Description:

This contract consists of providing the remaining fiber optic connectivity needed for the information technology disaster recovery site for BCPS.

BCPS is *piggy-backing* a Baltimore County contract in accordance with Maryland State law and board policy that allow using contracts awarded by other public agencies.

Recommendation:

Award of contract is recommended to:

Fiber Plus, Inc.

Jessup, MD

Responsible school or office:

Department of Technology

Contact person:

Michael Goodhues

Funding source:

Operating budget

3. Contract: Fire Extinguisher Maintenance for Kitchen Fire Suppression Systems
Contract #: MBU-532-07 (Baltimore County – Contract #42922)

Term: 5 years **Extension:** 0 **Contract Ending Date:** 9/27/11 (tentative)
Estimated award value—first year: \$ 60,000
Estimated award value--years 2 through 5: \$ 10,000
Estimated total award value: \$100,000

Bid issued: NA
Pre-bid meeting date: NA
Due date: NA
No. of vendors issued to: NA
No. of no-bids received: NA
No. of bids received: NA

Description:

This contract consists of upgrading, inspecting, and repairing all kitchen ventilation fire suppression systems in the first year, and then providing inspection and maintenance in the four outgoing years in accordance with existing National Fire Protection Association code and all governing regulations.

BCPS is *piggy-backing* a Baltimore County contract in accordance with Maryland State law and board policy that allow using contracts awarded by other public agencies.

Recommendation:

Award of contract is recommended to:

Simplex Grinnell, LLC

Columbia, MD

Responsible school or office:

Department of Physical Facilities

Contact person:

Dennis Elkins

Funding source:

Operating budget

4. Contract: Floor Care Machines and Associated Equipment
Contract #: JMI-610-07

Term: 5 years **Extension:** N/A **Contract Ending Date:** 11/30/11 (tentative)
Estimated annual award value: \$150,000
Estimated total award value: \$750,000

Bid issued: October 12, 2006
Pre-bid meeting date: N/A
Due date: October 26, 2006
No. of vendors issued to: 10
No. of no-bids received: 0
No. of bids received: 4

City Group, Inc.	Jessup, MD
Sterling Chemical Co.	Timonium, MD
Superior Supply, Ltd.	Baltimore, MD
Viking Chemicals	Baltimore, MD

Description:

This contract consists of supplying various categories of floor care machines and associated equipment on an as-needed basis (e.g., burnishers, scrubbers, carpet extractors, vacuums, etc.). Awards are based on the most favorable percentage-off list for each manufacturer.

Recommendation:

Award of contract is recommended to:

City Group, Inc.	Jessup, MD
Sterling Chemical Co.	Timonium, MD
Superior Supply, Ltd.	Baltimore, MD
Viking Chemicals	Baltimore, MD

Responsible school or office: Department of Physical Facilities

Contact person: Dennis Elkins
William Wingerd

Funding source: Operating budget

5. Contract: Floor Tiles and Associated Supplies
Contract #: MBU-521-07

Term: 5 years **Extension:** 1 year **Contract Ending Date:** 12/31/12 (tentative)
Estimated annual award value: \$ 60,000
Estimated total award value: \$360,000

Bid issued: October 5, 2006
Pre-bid meeting date: October 17, 2006
Due date: October 26, 2006
No. of vendors issued to: 6
No. of no-bids received: 0
No. of bids received: 3

Capital Building Supply	Gaithersburg, MD
Continental Flooring Company	Scottsdale, AZ
B&B Concepts, Inc.	Lanham, MD

Description:

This contract consists of the purchase and delivery of floor tiles and the associated supplies for installation at various locations.

Recommendation:

Award of contract is recommended to:

Capital Building Supply, Inc	Gaithersburg, MD
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Responsible school or office:	Office of Maintenance
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Contact person:	Patrick Letts
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Funding source:	Operating budget
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6. Contract: School Buses
Contract #: JMI-606-07

Term: 8 months **Extension:** 0 **Contract Ending Date:** 07/31/07 (tentative)
Estimated total award value: \$5,030,928

Bid issued: September 7, 2006
Pre-bid meeting date: September 14, 2006
Due date: September 22, 2006
No. of vendors issued to: 3
No. of no-bids received: 0
No. of bids received: 3

American Bus Sales & Services	Annapolis, MD
ATEL Bus & Truck	Landover, MD
K. Neal International Trucks, Inc.	Hyattsville, MD

Description:

This contract consists of a one-time purchase of 69 replacement school buses, at \$72,912 each, that accommodate 64 walk-on passengers.

Recommendation:

Award of contract is recommended to:

American Bus Sales & Services	Annapolis, MD
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Responsible school or office: Office of Transportation

Contact person: Linda Fitchett

Funding source: Operating budget

7. **Contract:** The College Board Connect to College Success
Contract #: JNI-764-07

Term: 1 year **Extension:** 0 **Contract Ending Date:** 8/30/07 (tentative)
Estimated annual award value: \$310,000
Estimated total award value: \$310,000

Bid issued: N/A
Pre-bid meeting date: N/A
Due date: N/A
No. of vendors issued to: N/A
No. of bids received: N/A
No. of no-bids received: N/A

Description:

This contract consists of an agreement between The College Board and BCPS to increase college awareness and preparation for students. The College Board will provide students, teachers, counselors, and administrators with practice lessons and study guides, instructional strategies and materials, technical training, and focused workshops.

Students will have access to a college preparatory support program that will allow them, along with a teacher or counselor, to explore post-secondary options. Also included is access to an interactive website that allows middle and high school students to explore majors, colleges, and careers based on their academic achievement and interests. A web-based SAT online course with feedback response explanations is provided to help prepare students for the SAT and collect success.

Recommendation:

Award of contract is recommended to:

The College Board Bala Cynwyd, PA

Responsible school or office: AVID/College Board Office

Contact person: Jessie Douglas

Funding source: Operating budget

8. Contract: Window Replacement – Bear Creek Elementary School
Contract #: JMI-602-07

Term: NA **Extension:** NA **Contract Ending Date:** NA
Estimated annual award value: \$1,240,307
Estimated modification amount: 124,030
Estimated total award value: \$1,364,337

Bid issued: August 31, 2006
Pre-bid meeting date: September 14, 2006
Due date: September 27, 2006
No. of vendors issued to: 9
No. of bids received: 2
No. of no-bids received: 0

Description:

This project consists of the removal and proper disposal of existing windows and installation of new windows and window blinds.

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., Inc. Baltimore, MD

Responsible school or office: Office of Engineering and Construction

Contact person: Richard H. Cassell, P.E.

Funding source: Capital budget

	Bidders' Names	
	E. Pikounis Construction Co., Inc.	RWC Contracting Corporation
Base Bid/Total	\$1,240,307	\$1,320,000

9. Contract: Window Replacement – Glenmar Elementary School
Contract #: JMI-604-07

Term: NA **Extension:** NA **Contract Ending Date:** NA
Estimated annual award value: \$863,300
Estimated modification amount: 86,330
Estimated total award value: \$949,630

Bid issued: August 31, 2006
Pre-bid meeting date: September 14, 2006
Due date: September 27, 2006
No. of vendors issued to: 9
No. of bids received: 2
No. of no-bids received: 0

Description:

This project consists of the removal and proper disposal of existing windows and installation of new windows and window blinds.

Recommendation:

Award of contract is recommended to:

Chilmar Corporation, Inc. Baltimore, MD

Responsible school or office: Office of Engineering and Construction

Contact person: Richard H. Cassell, PE

Funding source: Capital budget

	Bidders' Names	
	Chilmar Corporation, Inc.	E. Pikounis Construction Co., Inc.
Base Bid/Total	\$863,300	\$882,000

10. Contract: On-Call Construction Management Services – Perry Hall Middle School and Lansdowne Middle School

Contract #: RGA-196-06

Term:	NA	Extension:	NA	Contract Ending Date:	NA
Estimated annual award value:			\$850,000		
Estimated modification amount			0		
Estimated total award value:			\$850,000		

Bid issued:	NA
Pre-bid meeting date:	NA
Due date:	NA
No. of vendors issued to:	NA
No. of bids received:	NA
No. of no-bids received:	NA

Description:

On July 11, 2006, the Board of Education approved the selection of Oak Contracting Co., Inc. as an on-call construction management firm to assist the Department of Physical Facilities. The Office of Engineering and Construction has negotiated a price of \$850,000 for construction management services for Perry Hall Middle School and Lansdowne Middle School.

Recommendation:

Award of contract is recommended to:

Oak Contracting Co., Inc.	Towson, MD
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Responsible school or office:	Office of Engineering and Construction
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Contact person:	Richard H. Cassell, PE
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Funding source:	Capital budget
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11. Contract: Window and Blinds Replacement – Woodmoor Elementary School
Contract #: JMI-605-07

Term: NA **Extension:** NA **Contract Ending Date:** NA
Estimated annual award value: \$948,448
Estimated modification amount: 94,844
Estimated total award value: \$1,043,292

Bid issued: August 31, 2006
Pre-bid meeting date: September 14, 2006
Due date: October 5, 2006
No. of vendors issued to: 8
No. of bids received: 2
No. of no-bids received: 0

Description:

This project consists of the removal and proper disposal of existing windows and installation of new windows and window blinds.

Recommendation:

Award of contract is recommended to:

E. Pikounis Construction Co., Inc. Baltimore, MD

Responsible school or office: Office of Engineering and Construction

Contact person: Richard H. Cassell, PE

Funding source: Capital budget

		Bidders' Names	
		E. Pikounis Construction Co., Inc.	RWC Contracting Corporation
Base Bid/Total	\$948,448	\$1,035,000	

12. Request to Negotiate: Consultant Services – Catonsville Middle School and Hillcrest Elementary School Addition Projects

Contract #: RGA-101-07

Term: NA **Extension:** NA **Contract Ending Date:** NA
Estimated annual award value: NA
Estimated modification amount: NA
Estimated total award value: To be negotiated and approved by the Board of Education

Bid issued: September 7, 2006
Pre-bid meeting date: NA
Due date: September 28, 2006
No. of vendors issued to: NA
No. of bids received: 17
No. of no-bids received: NA

Description:

Professional architectural/engineering (A/E) services will be required to assist BCPS with addition projects at Catonsville Middle School and Hillcrest Elementary School. The services will include preparing feasibility studies, schematic design, design development phase, construction document phase; assisting with bidding, construction administration phase services; and preparing estimates and making state submissions.

On October 31, 2006, the Qualification Committee met and reviewed the “expressions of interest” submitted by seventeen (17) consultants. This information was reviewed and graded with the Qualification Committee stating that the Selection Committee should consider the four (4) most qualified firms.

The Selection Committee met and held interviews with the four (4) firms on November 3, 2006. Based on the interviews, the Selection Committee recommends that one (1) consultant be awarded both projects and also recommends that approval be given to begin contract negotiations.

Recommendation:

Approval to initiate negotiations with:

Rubeling & Associates, Inc.

Towson, MD

Responsible school or office:

Office of Engineering and Construction

Contact person:

Richard H. Cassell, PE

Funding source:

Capital budget

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: November 21, 2006

TO: **BOARD OF EDUCATION**

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: **FINANCIAL REPORT – FOR THE MONTHS ENDING SEPTEMBER 30, 2005 AND 2006**

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

RESOURCE PERSON (S): Barbara S. Burnopp, Chief Financial Officer
Patrick M. Fannon, Controller

INFORMATION

Attached is the General Fund *Comparison of FY2006 and FY2007 Revenues, Expenditures, and Encumbrances – Budget and Actual* for the periods ended September 30, 2005 and 2006.

General Fund Comparison of FY2006 and FY2007 Revenues, Expenditures, and Encumbrances- Budget and Actual

These data are presented using Maryland State Department of Education categories. Amounts included reflect actual revenues, expenditures and encumbrances to date and do not reflect forecasts of revenues and expenditures. Figure 1 presents an overview of the FY2006 and FY2007 General Fund Revenue Budget. Figure 2 provides an overview of the FY2007 General Fund Expenditure Budget. Figure 3 compares the percent of the budget obligated as of September 30, 2005 and 2006. Figure 4 is a comparative statement of budget to actual revenues, expenditures and encumbrances.

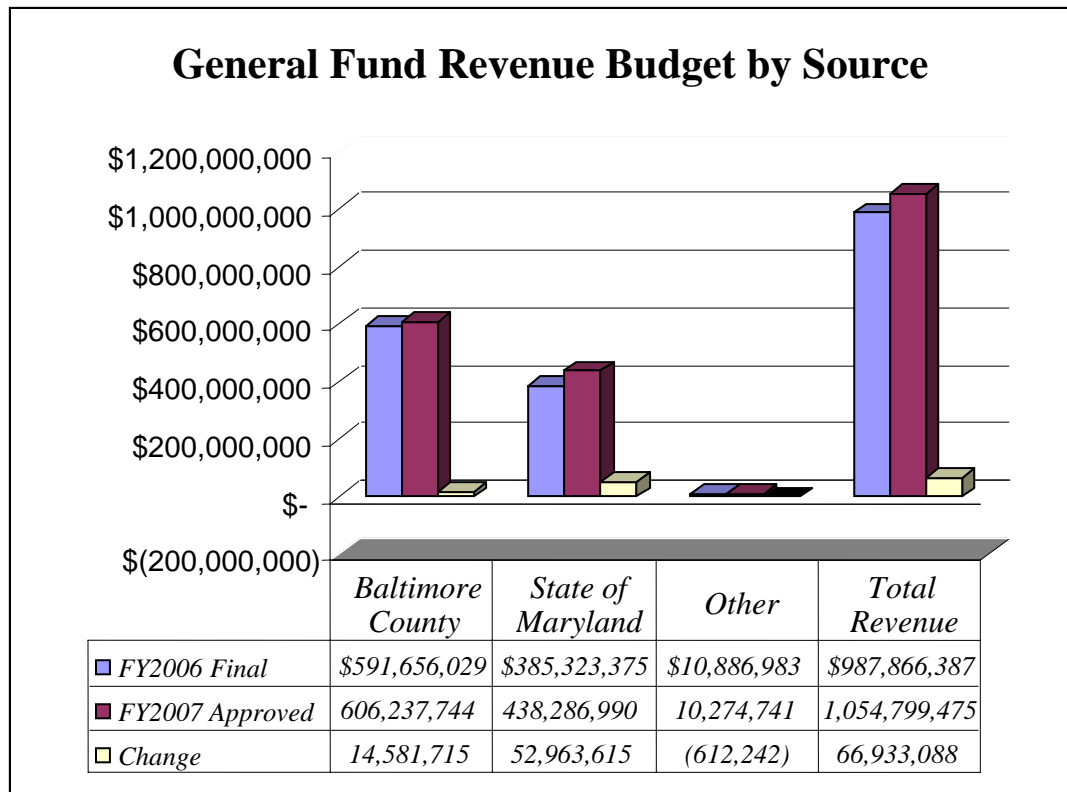


Figure 1

Year-to-Date Comparison

- Baltimore County** – The FY2007 county appropriation increased \$14.6 million, 2.5% over the FY2006 budget. County funds are drawn based on cash flow requirements. Year-to-date county revenue recognized is \$52.3 million, 8.2% of the budget, as compared to \$67.4 million, 11.4% of the budget, for FY2006.
- State of Maryland** – The FY2007 state appropriation increased \$52.9 million, 13.7% over the FY2006 budget. The increase is the result of the forth year of the Maryland *Bridge to Excellence in Public Schools Act*. The majority of state funds are received bi-monthly in equal installments. Two of the bi-monthly payments have been received, and actual revenues to date are in line with the budget.
- Other Revenues** –The other revenue budget is comprised of the re-appropriation of the prior year’s fund balance of \$2.8 million, out-of-county living arrangement payments from other local education agencies which are estimated to be \$4 million and are generally collected at year-end, tuitions and sundry revenues. The year-to-date revenue includes a re-appropriation of \$2.8 million of the prior year’s unspent fund balance; tuition, and other revenues of approximately \$1.4 million.

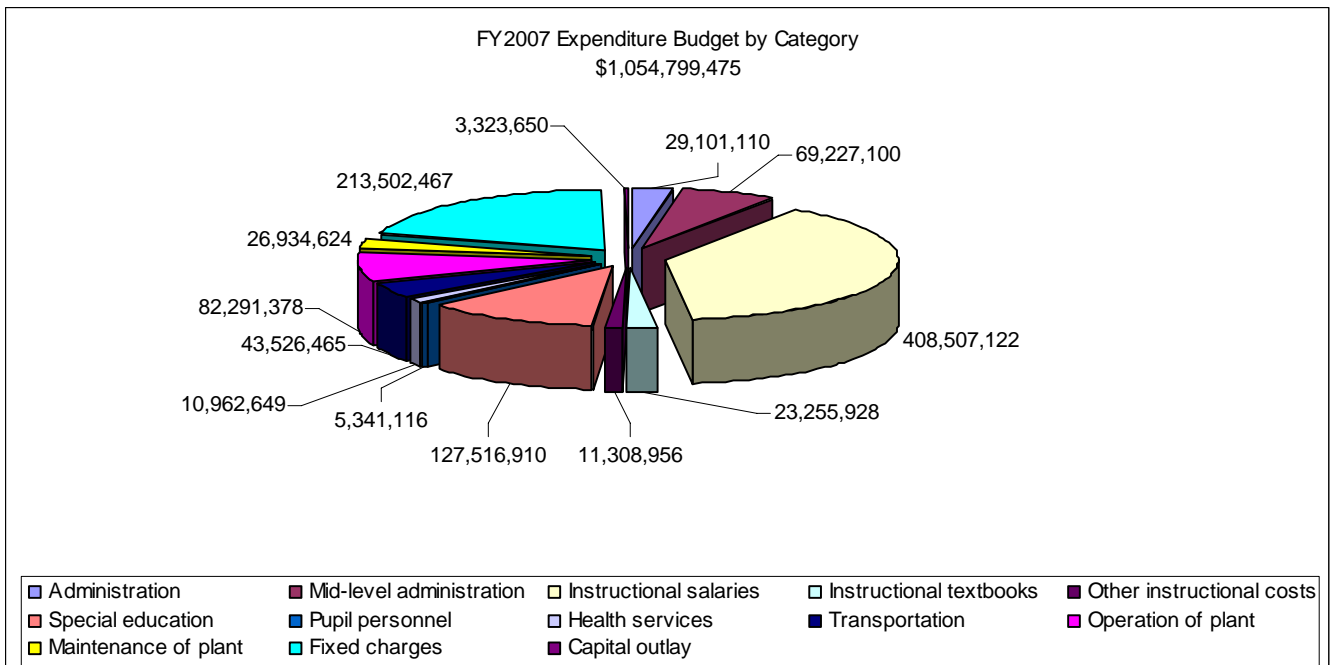


Figure 2 (Detail included in Figure 4)

Year-to-Date Comparison

Total expenditures and encumbrances – Year-to-date expenditures and encumbrances through September, 2006, are \$216 million, 20.5 % obligated, compared to \$214 million, 21.7 % obligated, for the same period in FY2006. Salary expenditures within categories that are primarily comprised of 12-month positions (e.g., Administration, Mid-Level Administration, Operation of Plant, Maintenance of Plant, and Capital Outlay) average 21.8 % of the budget amount and are in line considering the percent of the fiscal year that has elapsed. Salary expenditures in categories with large concentrations of 10-month, school-based personnel (e.g., Instructional Salaries, Special Education, Pupil Personnel, Health Services, and Transportation) average 12.7 % of budget, which is in line with the percentage of the school year that has elapsed. The increase in salary expense is attributable to salary restructuring for all employees and additional positions to expand full-time kindergarten and other programs. The non-salary expenditures were budgeted for an overall increase of \$35.1 million, or 10.2%. These projected increases were in a number of categories throughout the budget, including \$3.7 million in the instructional textbook category, primarily related to planned math textbook purchases and reading materials for students in grades 7 and 8; \$1.3 million increase in fuel cost in transportation; \$11.7 million for expected increases in utilities cost and contractual services in operation of plant; \$4.4 million in additional expenditures in maintenance of plant for planned repairs and replacement of building systems in a number of schools; an increase in fixed charges of \$19.1 million resulting from additional payroll related costs, which increase as salaries are increased and cost increases in health insurances; and funds budgeted in capital outlay for the purchases of additional portable classrooms. The budgeted expenditures in administration were decreased primarily because of the reduction in costs related to the upgrade in the financial system, which occurred during FY2006.

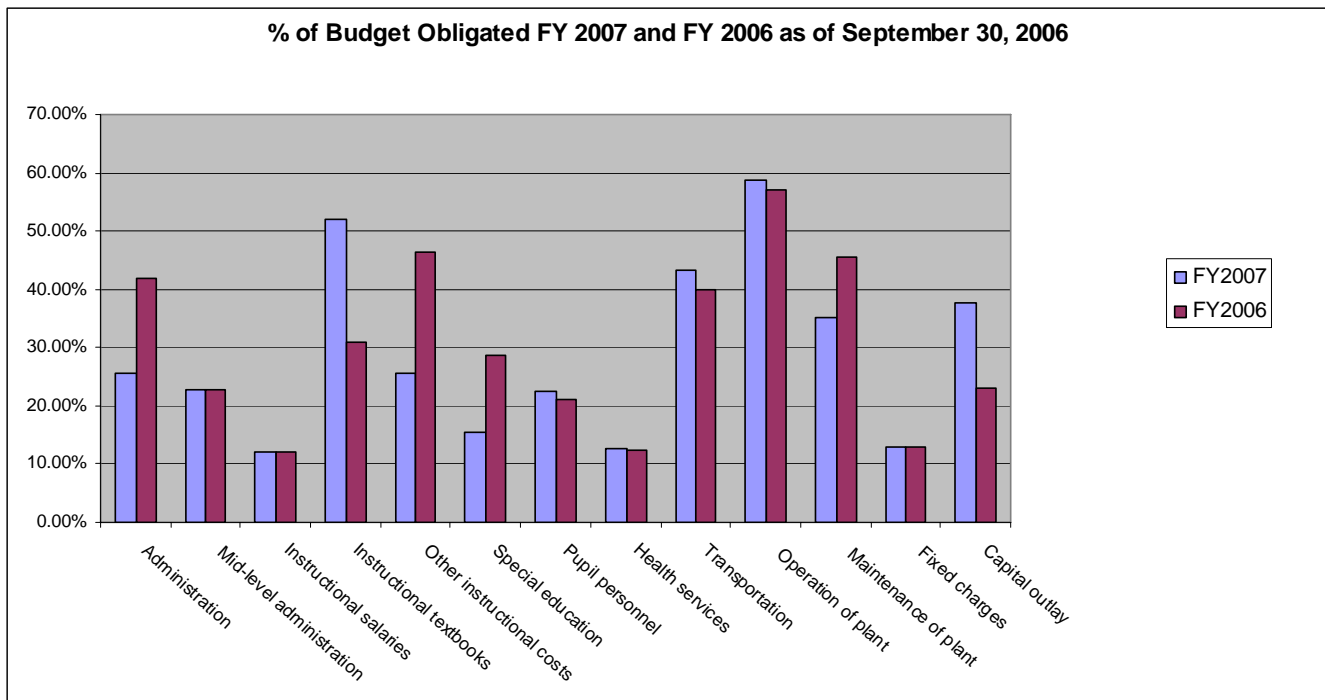


Figure 3

- Administration and Mid-level administration** – Year-to-date FY2007 administrative non-salary expenditures and encumbrances have decreased \$4.5 million over those expended during the same period in FY2006. This decrease results primarily from a decrease in budgeted contracted services related to the upgrade in the Board’s financial system, which was substantially completed in FY2006. Mid-level administration expenditures are inline with the budget and are comparable to the prior year.
- Instructional salaries** – The budget for instructional salaries was increased by \$14.7 million in FY2007 to include additional funding for salary restructuring and step increases. The budget increase also resulted from added instructional positions required to expand full-day kindergarten programs to 10 additional schools and for special education kindergarten at 10 additional schools.
- Instructional textbooks and supplies** – A significant portion of the instructional textbooks and supplies category is spent early in the fiscal year as orders are placed with vendors for textbooks and classroom supplies needed for the opening of school. The budget for this category was increased by 18.9% or approximately \$3.7 million for the year. The increase in the budget includes \$2.1 million county-wide expenditure for math textbooks and \$2.2 million for reading materials for grades 7 and 8. To date, \$12 million, 52% of the FY2007 budgeted textbook funds has been committed; the remaining budget will be spent throughout the year to purchase additional consumable classroom supplies, library books and other media.
- Other instructional costs** – This category is comprised of commitments for contracted services, staff development, and equipment used to support the instructional programs. To date \$2.9 million, 25.6% of the FY2007 budgeted funds has been committed. Generally a majority of these expenditures are committed early in the school year to prepare for the opening of school.

- ***Special education*** – The special education category includes costs associated with the educational needs of students receiving special education services. The FY2007 salary budget includes increased funding for salary restructuring, step increases, and the cost of an additional 28 full-time employees to support expansion of kindergarten special education inclusion programs. \$32.3 million (93.3%) of the FY2007 special education non-salary budget is for private placement of children in non-public schools. To date, 42.6% of the original budgeted funds for private placement, \$14 million, have been committed, compared with 63.3% committed at September 2005.
- ***Student personnel and Health services*** – Year-to-date FY2007 expenditures and encumbrances are currently in line with the budget.
- ***Transportation*** – This category includes all costs associated with providing school transportation services for students between home, school, and school activities. Much of the transportation non-salary budget is committed early in the fiscal year to reflect the anticipated annual expenditures for contracts with private bus operators, fuel for vehicles, cost of bus maintenance, and other non-salary expenditures. The non-salary budget increased \$1.3 million, which can be attributed primarily to anticipated additional fuel cost and increased costs for parts and maintenance. As of September 2006, 91.4% of the non-salary budget has been committed, compared with 85.4% committed as of September 2005. Expenditures for salaries are in line with the budget and with prior year expenditures.
- ***Operation of plant*** – This category contains costs for custodial and grounds keeping salaries for care and upkeep of grounds and buildings. Additionally, costs of utilities (including telecommunications costs, gas and electric, fuel oil, sewer, and water) are included here. The non-salary expenditure budget for this category has increased \$11.9 million, 34.4%. This increase is primarily attributable to additional cost of utilities of \$6.3 million, resulting from the cost associated with a new school and also from projected price increases. Encumbrances for utilities have been established for approximately the full amount of the budgeted annual costs of \$31 million. Other expenditures in this category include the cost of building rent, \$2.3 million, property insurance, \$1.1 million, trash removal, \$850,000, and related expenditures. As of September 2006, 87.5% of the non-salary budget has been committed, compared with 90.7 % as of September 2005.
- ***Maintenance of plant and capital outlay*** – The maintenance category consists of activities related to the service and upkeep of building systems and grounds. The non-salary expenditure budget for this category increased \$4.4 million or 40.9% over the prior year. These increases included \$3.6 million for the planned repair and replacement of building systems at selected schools. The capital outlay category includes expenditures related to acquisition and construction of land, buildings and equipment. Capital outlay expenditures to date include \$600,000 for the acquisition of portable classrooms to provide facilities for the expansion of all day kindergarten programs. Salary expenses for both categories are in line with the budget.
- ***Fixed charges*** – This category includes the cost of employee benefits and other fixed costs. Health insurance and employer FICA consume 68% and 28% of the Fixed Charges budget, respectively. The FY2007 budget includes an increase of \$11.8 million, primarily as a result of increases in premium rates for health insurance. Year-to-date FY2006 expenditures and encumbrances are in line with the budget.

Board of Education of Baltimore County
Comparison of FY 2006 and FY 2007 Revenues, Expenditures, and Encumbrances
Budget and Actual
For the Periods Ended September, 2005 and 2006
General Fund

		FY 2006				FY 2007			
		Adjusted	Total	Remaining	Percentage	Adjusted	Total	Remaining	Percentage
		Budget	Rev/Exp/Enc. as of 09/30/05	Budget as of 09/30/05	Earned or Obligated	Budget	Rev/Exp/Enc. as of 09/30/06	Budget as of 09/30/06	Earned or Obligated
Revenues :									
Baltimore County		\$ 591,656,029	\$ 67,413,580	\$ 524,242,449	11.4%	\$ 606,237,744	\$ 52,316,479	\$ 553,921,265	8.2%
State of Maryland		385,323,375	124,644,329	260,679,046	32.3%	438,286,990	142,137,391	296,149,599	32.4%
Other		10,886,983	5,278,557	5,608,426	48.5%	10,274,741	4,321,852	5,952,889	57.9%
Total revenues		\$ 987,866,387	\$ 197,336,466	\$ 790,529,921	20.0%	\$ 1,054,799,475	\$ 198,775,722	\$ 856,023,753	18.8%
Expenditures and encumbrances :									
Administration	salary	\$ 16,919,500	\$ 4,091,000	\$ 12,828,500	24.2%	\$ 19,368,269	4,497,157	14,871,112.	23.2%
	non-salary	10,765,186	7,497,655	3,267,531	69.6%	9,732,841	2,931,623	6,801,218.	30.1%
	subtotal	27,684,686	11,588,656	16,096,030	41.9%	29,101,110	7,428,780	21,672,330.	25.5%
Mid-level administration	salary	61,011,497	13,490,818	47,520,679	22.1%	63,906,065	14,035,402	49,870,663.	22.0%
	non-salary	5,128,198	1,503,473	3,624,725	29.3%	5,321,035	1,820,149	3,500,886.	34.2%
	subtotal	66,139,695	14,994,290	51,145,405	22.7%	69,227,100	15,855,550	53,371,550.	22.9%
Instruction:									
Instructional salaries	salary	393,789,802	47,084,093	346,705,709	12.0%	408,507,122	49,883,102	358,624,020.	12.2%
Instructional textbooks	non-salary	19,564,035	6,050,301	13,513,734	30.9%	23,255,928	12,082,992	11,172,936.	52.0%
Other instructional costs	non-salary	11,574,482	5,383,824	6,190,658	46.5%	11,308,956	2,896,862	8,412,094.	25.6%
Special education	salary	87,500,557	11,762,105	75,738,452	13.4%	92,926,790	13,006,870	79,919,920.	14.0%
	non-salary	39,649,253	24,640,816	15,008,437	62.1%	34,590,120	6,759,041	27,831,079.	19.5%
	subtotal	127,149,810	36,402,921	90,746,889	28.6%	127,516,910	19,765,911	107,750,999.	15.5%
Pupil personnel	salary	4,697,545	1,015,651	3,681,894	21.6%	5,156,410	1,183,409	3,973,001.	23.0%
	non-salary	167,936	12,417	155,519	7.4%	184,706	16,955	167,751.	9.2%
	subtotal	4,865,481	1,028,068	3,837,413	21.1%	5,341,116	1,200,364	4,140,752.	22.5%
Health services	salary	10,122,687	1,229,345	8,893,342	12.1%	10,728,840	1,351,812	9,377,028.	12.6%
	non-salary	232,453	50,808	181,645	21.9%	233,809	47,089	186,720.	20.1%
	subtotal	10,355,140	1,280,153	9,074,987	12.4%	10,962,649	1,398,901	9,563,748.	12.8%
Transportation	salary	25,890,607	3,401,133	22,489,474	13.1%	26,951,651	3,715,064	23,236,587.	13.8%
	non-salary	15,266,890	13,043,642	2,223,248	85.4%	16,574,814	15,144,437	1,430,377.	91.4%
	subtotal	41,157,497	16,444,775	24,712,722	40.0%	43,526,465	18,859,500	24,666,965.	43.3%
Operation of plant	salary	33,121,361	7,232,071	25,889,290	21.8%	35,828,432	7,689,956	28,138,476.	21.5%
	non-salary	34,558,291	31,340,325	3,217,966	90.7%	46,462,946	40,633,666	5,829,280.	87.5%
	subtotal	67,679,652	38,572,396	29,107,256	57.0%	82,291,378	48,323,622	33,967,756.	58.7%
Maintenance of plant	salary	10,218,229	2,166,823	8,051,406	21.2%	11,598,468	2,183,753	9,414,715.	18.8%
	non-salary	10,881,830	7,414,875	3,466,955	68.1%	15,336,156	7,292,635	8,043,521.	47.6%
	subtotal	21,100,059	9,581,698	11,518,361	45.4%	26,934,624	9,476,388	17,458,236.	35.2%
Fixed charges	non-salary	194,441,731	25,135,424	169,306,307	12.9%	213,502,467	27,501,334	186,001,133.	12.9%
Capital outlay	salary	2,162,667	461,934	1,700,733	21.4%	2,286,455	562,538	1,723,917.	24.6%
	non-salary	201,650	84,938	116,712	42.1%	1,037,195	691,520	345,675.	66.7%
	subtotal	2,364,317	546,872	1,817,445	23.1%	3,323,650	1,254,058	2,069,592.	37.7%
Total Salary		645,434,452	91,934,974	553,499,478	14.2%	677,258,502	98,109,062	579,149,440	14.5%
Total Non-Salary		342,431,935	122,158,498	220,273,437	35.7%	377,540,973	117,818,302	259,722,671	31.2%
Total expenditures and encumbrances		\$ 987,866,387	\$ 214,093,472	\$ 773,772,915	21.7%	\$ 1,054,799,475	\$ 215,927,364	\$ 838,872,111	20.5%

Figure 4

NW Advisory Council Pre-Budget Meeting - Operating Budget
October 17, 2006

The Northwest Advisory Council held its annual Pre-Budget meeting on Tuesday, October 17, 2006. Twenty-four people signed up to give testimony. Twenty-three of those people actually testified. The Pledge of Allegiance was led by Brittany Alexander, a senior from New Town High School. The first two topics are the most important in the Council's opinion.

- 1) Computer Technology was an overriding issue of the evening. Many people spoke about the need for portable, laptop computer labs as well as the support staff to make sure the computers are running properly and to solve problems on site. The use of the technology staff as classroom teachers / technology liaisons is problematic especially as it relates to time. It has proven to be inefficient and impractical. Specific to Owings Mills High School is the need for twenty-five new Dell computers to restock their journalism lab. This school has had a model journalism program and is in desperate need of the upgrade to help maintain their strong commitment to journalism.
- 2) Salaries for staff specifically for teachers, educational support staff and personal assistants were another key issue. The need to retain our more experienced teachers was mentioned specifically. Personal Assistants, caring for students with disabilities, receive an extremely low salary, and no benefits. It has become increasingly difficult to find the personnel willing to fill these positions. The need to increase these salaries and offer the basic benefits has become most apparent. More kindergarten assistants, special education teachers, and resource teachers, such as audiologists, and social workers were requested by several schools as well.
- 3) The continuing need for smaller classes was another issue raised to help increase student achievement. The actual class size rather than a student to teacher ratio is needed to accurately tell the real class size.
- 4) Requests for training for General Education teachers, administrators and instructional assistants in special education issues. Additionally those requests were extended for parental training and information on the special education programs and services process.
- 5) Separating STEM resources from the Gifted and Talented Program was still requested to make sure both programs get the attention needed.
- 6) Copier issues are still a problem with a large part of the in school budget going toward the lease of a copier and the cost of the copies. Fort Garrison Elementary said it uses nearly one-fifth of its budget on the copier lease.
- 7) Bus transportation issues were a concern. These issues include overcrowding, safety concerns, undesignated stops, playing inappropriate music, inappropriate student behavior, and bus drivers who are disrespectful of students riding the bus. This was specific to Pikesville Middle School.
- 8) Brittany Alexander, a student from New Town High School, suggested using seniors to be peer mentors for younger students trying to pass the HSA tests.

Respectfully submitted by the North West Advisory Council
Abby Beytin, Chair Clifford Collins, Vice Chair