

# MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

September 8, 2005

The Board of Education of Howard County held a regularly scheduled meeting on Thursday, September 8, 2005, at 4:00 p.m., in the Board Room of the Department of Education, located at 10910 Route 108, Ellicott City, Maryland. The following were present:

Courtney Watson, Chairman  
Patricia S. Gordon, Vice Chairman  
Joshua Kaufman  
Diane Mikulis  
Mary Kay Sigaty  
Jeff Lasser, Student Member

Sydney L. Cousin, Superintendent, Secretary/Treasurer  
Sandra Erickson, Chief Academic and Administrative Officer  
Raymond Brown, Chief Operating Officer  
Patti Caplan, Director, Public Relations  
Susan Shown, Recording Secretary

Chairman Courtney Watson called the meeting to order at 4:05 p.m., and Mr. Kaufman led the group in the Pledge of Allegiance.

## Public Forum

Mrs. Johnnie Nussbaum, parent, and Mrs. Gail Reinking, PTA President of Glenelg HS, thanked the Board for rejecting the settlement proposed by Mr. Allen Dyer. They stated that the proposal was invalid, and the demands would have affected all Howard County Public Schools.

Mrs. Linda Turner, parent, commented on the importance of safety in the schools and intervention services and expressed concern about children with differences being left behind.

Ms. Lenora Katz, part-time substitute teacher, spoke about the urgent need to increase substitute pay.

Mrs. Veronika Carella, parent, requested that the Board review materials from New York State regarding school environmental issues. She stated that the school system is not in compliance with Policy 3301.

**Approval of Agenda**

Delete: VIII. B. Resolution: Condemnation of Property for School Site

Add: XII. A. Board Member Committee Assignments

XII. B. Scheduling

*Action:* Mr. Kaufman moved approval of the amended Agenda. The motion was seconded by Ms. Sigaty and approved by the members of the Board (5/0).

**Superintendent's Report**

Dr. Cousin noted the following information in his report:

- Twenty-eight students have been enrolled in HCPSS from Louisiana as a result of the recent hurricane. Coordination is ongoing with other Maryland school systems to assist with the response effort.
- Last week the Board had very productive meetings with representatives from NAACP and Conexiones.

Mrs. Erickson reported that the Class of 2005 achieved an average SAT composite score of 1115, which is the highest in the state. Staff will continue to design plans for improvement at the school and system level.

**Student Member's Report**

Mr. Lasser gave an update on the feasibility of having legislation written for student member voting rights. He added that plans are underway to start a committee to lobby public support for this initiative.

**Student Representatives' Reports**

There were no student representatives present.

**Consent Agenda**

Official and Confidential Minutes of Closed Meeting of August 25, 2005, and Minutes of Regular Board Meeting of August 25, 2005.

*Action:* Ms. Gordon moved approval of the Official and Confidential Minutes of the Closed Meeting of August 25, 2005. The motion was seconded by Ms. Mikulis and approved by the members of the Board (3/0), with Mrs. Watson and Mr. Kaufman abstained.

*Action:* Mrs. Mikulis moved approval of the Minutes of the August 25, 2005, Regular Board Meeting. The motion was seconded by Ms. Sigaty and approved by the members of the Board (4/0), with Mr. Kaufman abstaining.

**Development of Budget Line Items for the Board of Education Office**

*Presenter:* Mr. Ray Brown.

Mr. Brown provided baseline information and data for Board discussion on the development of the Board's FY 2007 budget.

Mr. Kaufman noted the following for inclusion as line items:

- 3.5 percent COLA for staff salaries.
- Professional associations, publications, etc.
- Full-time ombudsman position.
- Add half-time equivalent to Board support to bring staff up to three full-time staff members.
- Board room space reconfiguration will be necessary when moving to seven Board members.

Ms. Sigaty stated that money was included in the FY 2006 budget for Board members to attend the Maryland Negotiations Services Conference, but funds are not indicated in the current budget book. She indicated the need to send one or two Board members to the conference before the next negotiations. Mrs. Watson suggested allocating a certain amount of money for Board members to attend various conferences.

**Proclamation: National Hispanic Heritage Month**

Mrs. Erickson read the following proclamation for Board approval:

Proclamation  
Designating September 15 - October 15, 2005 as  
National Hispanic Heritage Month

Whereas, National Hispanic Heritage Month is a celebration of the people from twenty Spanish-speaking nations of Mexico, Spain, South and Central America, and the Caribbean; and

Whereas, Hispanic Americans are at once, the oldest and newest immigrants to the United States, who trace their cultures to the indigenous cultures of their homeland and the Spanish influence; and

Whereas, Hispanic Americans have played an integral role in our country's exceptional story of success and our country has benefited from their contributions in the military, business, artistic, political, academic and scientific communities; and

Whereas, More than 41.3 million Americans, about 1 in 7 people in the United States, claim Hispanic origin; and

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Whereas, All Americans regardless of national origin, celebrate the vibrant Hispanic American spirit that influences our nation's art, music, food and faiths; and

Whereas, The Howard County Public School System enjoys a valuable relationship with Conexiones, a Hispanic Community Organization, making education more meaningful to our Hispanic community.

Whereas, National Hispanic Heritage Month provides us an opportunity to express deep appreciation to the growing population of Hispanic Americans for their contributions to The Howard County Public School System; and

Whereas, The theme for the National Hispanic Heritage Month for 2005 is: **Hispanic Americans: Strong and Colorful Threads in the American Fabric.**

Therefore, Be It Resolved, that the Board of Education declares September 15 through October 15, 2005 as National Hispanic Heritage Month in the Howard County Public School System; and

Be It Further Resolved, that this proclamation serves to launch meaningful activities in all schools that will acknowledge the achievements of Hispanic Americans and pay tribute to the distinctive diversity of the Howard County community.

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Courtney Watson, Chairman  
Board of Education

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Sydney L. Cousin,  
Superintendent of Schools

*Action:* Mr. Kaufman moved adoption of the proclamation designating National Hispanic Heritage Month. The motion was seconded by Ms. Gordon and approved by the members of the Board (5/0).

### **Proclamation for Harriet Tubman Day 2005**

Board members read the following proclamation:

Whereas, The Harriet Tubman Foundation of Howard County has designated September 17, 2005, as Harriet Tubman Day; and

Whereas, The Foundation established Harriet Tubman Day to honor the enduring legacy, which began at Harriet Tubman High School in 1949 and continues even today; and

Whereas, The events of the day are designed to pay homage to the outstanding educators of Harriet Tubman High School, who provided an educational environment that fostered scholarship and cultivated leadership; and

Whereas, The Harriet Tubman Building serves as both a monument to the pride and perseverance of Howard County's African American community and as a vestige of that community's fight for equality; and

Whereas, The Howard County Public School System is committed to providing an educational environment in which diversity and commonality are truly valued; and

Whereas, The Board of Education wishes to acknowledge the enduring significance of the Harriet Tubman High School to the entire Howard County community; therefore

Be it proclaimed, that the Board of Education supports the efforts of the Harriet Tubman Foundation to preserve this historically important facility and ensure its legacy lives on through future generations; and

Be it further proclaimed, that this document be approved by the Board of Education of Howard County on this date and presented to the Board of Directors of the Harriet Tubman Foundation in recognition of and appreciation for their efforts to preserve the heritage and spirit of Harriet Tubman High School.

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Courtney Watson, Chairman  
Board of Education

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Sydney L. Cousin,  
Superintendent of Schools

*Action:* Ms. Gordon moved approval of the proclamation for Harriet Tubman Day 2005. The motion was seconded by Mrs. Mikulis and approved by the members of the Board (5/0).

### **Legislative Report/2006 MD General Assembly**

*Presenter:* Mr. Roger Plunkett, Business, Community, Government Relations Officer.

Mr. Plunkett stated that two legislative items are being prepared for submission to the legislative delegation on September 21, 2005. Details are being finalized with Mr. Charles Parvis, Community Services Specialist, on the bill concerning charging fees for athletic field usage.

The second bill, County Superintendent – Termination of Contract, gives the Board limited expansion to remove a superintendent from office in the final months of the fourth year of the contract, should the Board elect not to renew the incumbent's contract.

Mr. Plunkett stated that the following options were explored:

1. Pursuing a statewide and local bill simultaneously.
2. Extending an incumbent superintendent's contract and how it should be presented.
3. Pursuing a local bill only.

Mr. Plunkett indicated that there would be support if this was introduced as a statewide measure as well as local. Mrs. Watson indicated that MABE could introduce statewide legislation if interested, but the current concern is that Howard County adopt this provision. Ms. Gordon stated that other counties could pursue this option statewide at a later date.

Mr. Plunkett stated that the deadline for submitting statewide legislation is September 21, 2005. Mrs. Watson suggested submitting this as a local bill this year; and if passed, pursue a statewide bill next year modeled after the local bill.

Ms. Sigaty expressed her desire for the Board to attempt a statewide bill because of the value to the entire state. Mrs. Mikulis indicated that the priority is for passage of Howard County legislation, although she would like to see statewide legislation and would offer support to any other county.

*Action:* Ms. Gordon moved approval to authorize Mr. Plunkett to present the bill as a local measure. The motion was seconded by Mrs. Mikulis and approved by the members of the Board (5/0).

It was decided that Mr. Plunkett would come back to the Board with information on fees for field usage, which will also be submitted on September 21, 2005.

Mr. Lasser reported that student representatives do not have a confirmed sponsor for introducing legislation to provide voting rights to the student member to the Board. Mrs. Watson explained that discussions took place regarding the possibility of scheduling a process to provide students with an opinion on their bill prior to a November public hearing. She noted the importance of securing a sponsor in order to file the bill by the September 21 deadline. If a sponsor is not acquired, the Board will determine if the process should be moved to the spring.

### **Quarterly Agenda – October – December 2005**

Board members reviewed the quarterly agenda for Board meetings in October, November, and December 2005.

**Policy 3201 - Enrollment, Residency, and Tuition**

*Presenters:* Mrs. Diane Martin, Director, Student, Family, and Community Services; and Dr. Lin Bartle, Facilitator, Pupil Personnel Workers.

Mrs. Martin said staff is presenting recommendations for the adoption of the combined policy entitled Enrollment, Residency, Student Assignment, and Admission to pre-Kindergarten and Kindergarten - Policy 3201.

The revised version, which combines Policy 3201 with the policy on Pupil Assignment, eliminates redundancies and aligns Board policy with state and federal laws and regulations. Additionally, the proposed policy accomplishes the following:

- Clarifies the distinction between enrollment and assignment.
- Presumes that schools are not open for open enrollment unless the Board determines otherwise.
- Adds language to address Informal Kinship Care, ESOL, Title 1, International Students, and Special Education Programs.
- Includes procedures for deferred and early admission to prekindergarten and kindergarten that are in compliance with COMAR and MSDE guidelines.
- Includes provisions for homeless students and unaccompanied youth.
- Addresses issues related to eligibility for interscholastic activities, based on residency, custody, reassignment, etc., that are specific to the policy.
- Specifies multiple family disclosure procedures, which are not mentioned in the present Enrollment, Residency, and Tuition policy.

Ms. Sigaty suggested that a list of common definitions be developed to aid the work of committees and decrease the need to research other policies for definitions. Mrs. Erickson indicated that a list would be developed in the near future.

Mr. Kaufman asked that consideration be given to adding language that would provide leeway to the Superintendent in granting enrollment to nonresident students in extraordinary circumstances such as those occurring with the placement of students relocated as a result of the recent hurricane in Louisiana. Mrs. Martin noted that HCPSS has been able to accommodate hurricane victims under the McKinney-Vento Act.

Regarding homeless students, Mrs. Martin explained that students have a choice of attending their school of origin or the school in the attendance area where they are now living. These students may be living in shelters or with other families.

Mr. Kaufman indicated the need to include specific language in the policy to address the alternative placement of early admission students to kindergarten in cases where a school is over capacity. Ms. Sigaty expressed concern with provisions that would result in an early-admission student having to attend kindergarten in an out-of-district school without transportation because of capacity issues. Mrs. Mikulis also pointed out possible complications that could arise when the student moves on to first grade. Mrs. Erickson

agreed with the concerns raised and noted the need for additional discussion by staff on these issues.

Ms. Gordon asked about the placement of students who have never attended school. Mrs. Martin explained that students are usually placed in an age-appropriate class, which is a discretionary decision made by the principal. High school placements are based on credits earned.

Regarding children of military parents, students are accepted as hardship cases when parents are placed on emergency military assignments and an interim caretaker is given the right to speak educationally for the child.

Mrs. Martin stated that statistics on the number of students who have had to unenroll due to the 60-day relocation limit for a housing contract should be available from the School Administration office.

Provisions for student reassignments due to medical reasons are included in the policy. In addition, students who attend an out-of-district school as part of enrollment in a special program will be returned to their home school if they leave the program.

Mrs. Mikulis asked that language be included in the implementation procedures to include that denials of early admission to kindergarten can be appealed to Administrative Directors.

Board members noted the importance of this policy and the need for clarity and specificity. Mrs. Watson stated that the need for a work session on this policy could be determined after additional questions are raised at the public hearing on October 6, 2005. She also encouraged Board members to contact staff members directly with questions.

Ms. Sigaty expressed the need to address athletic eligibility in the policy. Mrs. Erickson stated that discussions would take place with staff regarding this issue.

Board members expressed appreciation to the committee for their work on this policy.

### **Policy 3412 – Trespassing – Committee Charter**

*Presenter:* Mrs. Linda Wise, Assistant Superintendent, School Administration & Professional and Organizational Development.

Mrs. Wise presented the committee charter for the review of Policy 3412. She noted that the policy closely aligns with the second goal of the HCPSS, which is to provide a safe and nurturing school environment. The goal in revising the policy will be to ensure compliance with the law while maintaining the best possible relationship with the involved student and family.

Mrs. Wise explained that all stakeholders will be represented on the review committee, including the Coordinator for School Security.

**PTA Council of Howard County** - There was no one present to address the Board.

### **Presentation of Superintendent's FY 2007 Capital Budget Proposal and FY 2008-2012 Capital Improvement Program**

*Presenter:* Dr. Sydney Cousin.

#### *Highlights:*

- FY 2007 Capital Budget totals approximately \$95.5 million, which represents an increase in the state formula of more than 21 percent.
- Increase does not reflect recent increases in fuel oil costs and cost of materials associated with rising costs of petroleum-related products and delivery of materials.
- Increase does not reflect costs associated with the most recent disaster resulting from the hurricane in the Gulf States, which will require construction dollars for rebuilding facilities and infrastructure related to the hurricane destruction.
- FY 2007 Capital Budget is a result of a new process that ties the capital budget and redistricting together.
- Proposed capital budget reflects a prudent spending plan that is a culmination of reviewing both long- and short-range plans.
- Costs of projects by state formula rose from \$175 sq. ft. to \$213 sq. ft.
- By 2016, HCPSS will enroll an additional 1,894 students.
- Capital Improvement Program (CIP) calls for construction of 3,345 seats in Grades 1-12, which is due to current inadequate capacity and students being accommodated in nonpermanent structures, as well as meeting the mandate for full-day kindergarten.
- Budget includes requests for renovations to the old Cedar Lane School to provide additional office space for HCPSS and to work with county government, community services, and Recreation and Parks to provide for the reuse of that facility to meet both school and community needs.
- Budget includes a request for the balance of funds (\$900,000) deferred from FY 2006 to study educational specifications and the equity modernization implementation program.

Dr. Cousin explained that funding the budget request will be difficult due to monetary sources being limited to county bonds, transfer tax, and state funds. County excise tax money is no longer available.

Mr. Ray Brown provided the following budget summary. He explained that staff will present the state priority list to the Board on September 22, 2005, which is the first step in the capital budget process. The initial approval of the capital budget by the Board, County Executive, and County Council allows the school system to submit a capital budget to request state funds.

**FY 2007 CIP Approach**

Mission:

- Long-range view that is cost effective

Considerations:

- Mandate for full-day kindergarten
- Growth
- Over/under capacity utilization

Future Outcomes:

- Cost effective
- All students in appropriate space
- All schools between 90 – 110 percent

**FY 2007 CIP Considerations - Elementary Schools**

| <u>Considerations</u>                | <u>2016</u>  |
|--------------------------------------|--|
| -- Mandate for full-day kindergarten | -- Classrooms: +80   |
| -- Growth                            | -- Students: +1800   |
| -- Eliminate over-utilized schools   | -- Schools closed (over 115% capacity) to future residential development: 12 |
|                                      | -- Schools over 110%: 18   |

**FY 2007 CIP Cost**

|        |                               |
|--------|-------------------------------|
| 2006 = | \$78.2 Million (2006 dollars) |
|        | \$93.5 Million (2007 dollars) |
| 2007 = | \$95.6 Million (2007 dollars) |

**How Do Students Benefit?**

| <u>Elementary Schools</u><br>Standard (2010 + results<br>After projects are built) | <u>APFO 115%</u> |                  | <u>Policy 1675<br/>(90% - 110%)</u> |                  |
|--|------------------|------------------|-------------------------------------|------------------|
|  | Pre<br>FY06 CIP  | Post<br>FY06 CIP | Pre<br>FY06 CIP                     | Post<br>FY06 CIP |
| Schools over standard  | 12               | 1                | 18                                  | 3                |
| Schools under standard   | --               | --               | 13                                  | 5                |
| Countywide capacity utilization  | --               | --               | 101.5                               | 98.7             |

**FY 2006 Capital Budget Compared to FY 2007 Capital Budget**

Highlights of Changes:

- New Projects: Centennial Lane, Elkridge, Running Brook Additions. *Manor Woods and Waverly Additions and Triadelphia Ridge expansion vs. West Friendship Replacement School.*
- Glenelg High addition completion moved to April 2007 due to scheduled court date of November 2005 for permit approval.
- Gorman Crossing Grades 1-5 and Glenwood MS additions deleted.
- Full-Day kindergarten: Conventional (brick and mortar) approach with conversions (2 for 1) where space is available.
- Old Cedar Lane project expanded.

#### **Additions vs. West Friendship Replacement School**

- Septic Study (by December 2005)
- Final go/no go decision (by April 2006)

#### **Gorman Crossing Grades 1-5 Addition**

- Emerson properties result in lower estimates.
- Long-range view illustrates redistricting options that meet process requirements without the need for this addition.
- Plans are available for the addition if required at a later date for backup.

#### **Glenwood Middle Addition**

- In the short term, current relocatables will accommodate Glenwood students from 2006-2011.
- A longer-range view illustrates that with the proposed new middle school in 2011, the western regional capacity utilization ranges from 83.7 percent in 2011 to 94.2 percent in 2017; therefore, the Glenwood addition is not needed.

**FY 2007 Request:** \$95.6 Million

**FY 2008 – 2012 CIP:** \$375.9 Million

**FY 2007-2016 Long-Range Master Plan:** \$687.1 Million

#### **Next Steps**

- Public Hearing – September 22, 2005 – 7:30 p.m. – Department of Education Board Rooms.
- Public Work Session and Approval – October 6, 2005 – 7:30 p.m. Department of Education Board Rooms.
- Submit to County Executive and County Council.

Approved – September 22, 2005

*Discussion:*

Mr. Kaufman reiterated the possibility of difficulties in funding this budget and noted the need to work with the state delegation and county government to make them fully aware of the implications of budget reductions. Mrs. Watson noted that the Board and Superintendent would have an opportunity to address public officials at a dinner hosted by the Board next week.

Mrs. Watson commented on the improvement in the budget process and expressed appreciation to staff for their efforts.

**Scheduling**

The Board set dates for upcoming meetings.

**Adjournment** – The meeting was adjourned by the Chairman at 6:40 p.m.

**Information Items**

Status of School Construction Projects

Results of SAT Scores