

MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

November 10, 2005

The Board of Education of Howard County held a regularly scheduled meeting on Thursday, November 10, 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
Arlene Conway, Recording Secretary

Chairman Courtney Watson called the meeting to order at 4:02 p.m., and Mr. Lasser led the group in the Pledge of Allegiance.

Approval of Agenda

The following changes were recommended:

- Item VII.D. - Appointment of Acting Assistant Principal – Change from Report to Action.
- Scheduling - Add to end of agenda.

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

Public Forum

Ms. Davina Pruitt-Mentle, speaking on behalf of the Educational Technology Advisory Committee, addressed the need for standardization of technology in the schools.

Superintendent's Report

Dr. Cousin shared information about the visit of six basketball coaches from Senegal and the community forum on education sponsored by the Maryland Association of Boards of Education (MABE). He announced that Clarksville MS was one of six public schools selected as 2005 Maryland Blue Ribbon Schools of Excellence. In addition, congratulations were extended to maintenance and custodial staff for their work, noting that the seven Howard County schools reviewed by the Maryland Department of General Services during 2005 received above-average ratings for the level and quality of maintenance being performed in these buildings.

Student Member's Report

Mr. Lasser noted that teachers have reported a general frustration with grading system technology in the school system and indicated a need to address this matter as soon as possible. Mrs. Watson thanked Mr. Lasser for reporting on this issue and noted that staff is working on a solution.

Student Representatives' Reports

There were no students present to address the Board.

Consent Agenda

Bids and Contracts; Financial Reports (School Construction Financial Report and Operating Budget Monthly Report); Staff Personnel; Appointment of Acting Assistant Principal; Donations; and Minutes of November 2, 2005 (Revised Official and Confidential Meeting); Public Work Session of October 27, 2005, and Board of Education/County Council Meeting of October 12, 2005.

Both Financial Reports and Bid P-2, Warranty Service Agreement, were pulled from the agenda for discussion.

Action: Mr. Kaufman moved approval of the Consent Agenda as amended. The motion was seconded by Mrs. Mikulis and approved by the members of the Board (5/0). Mr. Lasser supported the motion.

Bids and Contracts – Approved by the Board.

| | | |
|-----|--|------------------|
| P-1 | Special Education Equipment – Cedar Lane | |
| | Sammons Preston | \$ 3,945.60 |
| | Sporting LLC | 7,493.52 |
| | Rifton Equipment | <u>32,159.00</u> |
| | TOTAL | \$ 43,598.12 |

Appointment of Acting Assistant Principal – Approved by the Board.

| | | |
|--------------------|---------------------|---|
| Name: | From: | To: |
| Cameron J. Rahnama | Teacher, Glenelg HS | Acting Assistant Principal, Glenelg HS |

Staff Personnel – Approved by the Board.*Resignations*

| Name | School | Grade or Subject | Reason | Years in Howard County | Effective Date |
|--------------------|---------|------------------|---------------|------------------------|----------------|
| Cohen, Daniel | GHS | S. Studies | Health Issues | 1 month | 09/21/05 |
| Drake, Daniel | CMS | English | Relocation | 2 months | 10/14/05 |
| Mordensky, Stanley | AHS | Science | Personal | 1 week | 10/12/05 |
| Sharbaugh, Barbara | Fr. Lv. | Forg. Lang. | Lv. Expired | 15.0 | 06/30/05 |
| Sogard, Eric | LIES | Elem. Ed. | Relocation | 8.2 | 10/28/05 |
| Suddeth, Bonnie | MHHS | Bus. Ed. | Health Issues | 10.2 | 10/17/05 |

Contracts

| Name | Grade or School | Subject | Place of Last Teaching Assignment | Grade / Step | Effective Date |
|---------------------|-----------------|-------------|-----------------------------------|--------------|----------------|
| Barger, Stacy | ELMS | SPE | Private | C-08 | 10/17/05 |
| Bender, Philip | MHMS | RDG | Private | C-14 | 09/19/05 |
| Cosio, Claribel | SES | SPE | New Jersey | C-04 | 09/19/05 |
| Decker, Joseph | FRES/CRS | | PENorth Carolina | A-12 | 10/11/05 |
| Doody, Christopher | HMS | SCI/MAT | | A-01 | 11/03/05 |
| Duvigneaud, Karen | HHS | SPE | Louisiana | A-12 | 09/26/05 |
| Horton, Carolyn | CDC | Audiologist | Private | C-06 | 09/26/05 |
| Jackson, Raymond | MHMS | RDG | Anne Arundel Co. | E-15 | 10/10/05 |
| Kann, Valerie | CMS | ENG | Barnesville School | C-08 | 11/07/05 |
| Kim, Sunny | CLES | ELE | | A-01 | 09/21/05 |
| Kuegler, Elizabeth | WaES | ELE | | C-01 | 09/19/05 |
| Millar, Catherine | LRHS | ESOL | Prince George's Co. | C-07 | 09/26/05 |
| Robinson, Jessica | JHES | SPE | | A-01 | 09/30/05 |
| Scribe, Patrick | GHS | SST | | A-01 | 10/24/05 |
| Sfakianos, Rozalind | SJLES | ECE | Florida | B-15 | 10/05/05 |
| Sphon, Tina | OMMS | SCI | | A-01 | 10/14/05 |
| Strauss, Robert | DMS | ENG | Louisiana | A-07 | 10/12/05 |
| Thiergart, Barbara | ReHS | MAT | Louisiana | A-12 | 09/29/05 |
| Warco, Christine | REHS | SPE | Calvert County | A-04 | 09/19/05 |

Leaves of Absence

| Name | School | Grade or Subject | Reason | Years in Howard County | Effective Date |
|----------------------|--------|------------------|------------------|------------------------|----------------|
| Belote, Deborah | LRHS | FACS | Childbearing | 6.3 | 11/04/05 |
| Bennett, Sylvia | ReHS | English | Personal Illness | 20.3 | 11/24/05 |
| Carpenter, Joanna | LOES | Music | Childbearing | 13.2 | 10/14/05 |
| Callender, Christian | ReHS | S. Studies | Military | 3.0 | 08/22/05 |
| DeCapita, Tara | MHMS | Counselor | Childrearing | 2.3 | 11/10/05 |
| Sandersen, Elizabeth | LRHS | S. Studies | Childbearing | 3.2 | 01/04/06 |
| Wethington, Julia | BWES | Elem. Ed. | Childbearing | 6.4 | 12/16/05 |

Retirements

| Name | School | Grade or Subject | Years in Howard County | Effective Date |
|-----------------|-----------|------------------|------------------------|----------------|
| Clem, David | WES | PLES | 40.0 | 11/01/05 |
| Lowrey, William | Sch. Fac. | Asst. Manager | 25.0 | 11/01/05 |

Donation – Approved by the Board.

A donation of \$10,000 was received from Lockheed Martin for the Gifted and Talented Education Program to enable students from Howard County middle school science classes to participate in the Destination: Discovery Program (mission simulation) at the Challenger Center for Space Education in Alexandria, Virginia.

Bid Recommendation

| | | |
|-----|---|------------|
| P-2 | Warranty Service Agreement Dell Marketing, L.P. (Dell) | \$ 433,586 |
|-----|---|------------|

Mr. Doug Pindell, Purchasing Officer, explained that this is a new program offered by Dell and is more economical than past warranties. It allows the school system to extend warranties for up to five years, which aligns with the current technology plan replacement cycle.

Action: Mr. Kaufman moved approval of Bid P-2. The motion was seconded by Ms. Gordon and approved by the members of the Board (5/0). Mr. Lasser supported the motion.

Financial Reports – School Construction Financial Report and Operating Budget Monthly Report

Ms. Sigaty requested abstention from approval because she had just received the reports.

Action: Ms. Gordon moved approval of the School Construction Financial Report and Operating Budget Monthly Report. The motion was seconded by Mr. Kaufman and approved by the members of the Board (4/0), with Ms. Sigaty abstaining. Mr. Lasser supported the motion.

Ms. Gordon commended Ms. Beverly Jones, Director of Finance, for presenting clear and complete reports. Dr. Cousin noted that the report has been produced in a new format, and Board members commented on the improvements.

Student Voting Rights

Presenters: Mr. Jeff Lasser and Mr. Josh Michael, Student Member of the State Board of Education.

Mr. Lasser presented a change to the proposal to clarify that the Student Member would not vote on any negative personnel issues of either certificated or noncertificated employees. A July 1, 2007.

Board members commended students for the excellent job they have done in pursuing this proposal and advocating their position. Although support was indicated for the idea, a majority of the Board expressed interest in taking time to work out the details of the election process, the fiscal implications, and the items excluded from the student vote before submitting proposed legislation to the Howard County Delegation.

Mrs. Watson expressed concern with the disproportionate representation of student members. Approximately 80 percent of past student members (also formerly known as student associates) have come from three high schools (Atholton, Centennial, and Wilde Lake). Mr. Plunkett and Mr. Lasser acknowledged the need to address issues related to ensuring an equal level of advocacy for student government in all schools. The need for a full-time county advisor for SGA (Student Government Association) was also indicated.

Mr. Kaufman noted concerns that have been raised regarding the selection process for the Student Member, including who would be allowed to vote in an election. In addition, he expressed the need to define the role and responsibilities of the Student Member, including the issues they would be allowed to vote on. Mr. Kaufman expressed an interest in hearing from the Superintendent and staff regarding community reaction to the proposal.

Dr. Cousin expressed support for the student vote in general but also noted the need

to work out the details of the position and the process.

Ms. Gordon also expressed concerns regarding the voting process and noted the need for more careful review of the proposal, including the determination of legal ramifications. Mr. Lasser stated that the Attorney General of Maryland ruled that it was acceptable to have a voting student member, but Mrs. Watson indicated that there might be other issues to consider such as insurance coverage for students under age 18.

In response to Mrs. Watson, Mr. Lasser stated that he envisioned involvement of the Board of Elections to be the same as Montgomery County with the use of voting machines to ensure a fair election. Mr. Michaels indicated that there would be no charge for the machines or for training of Board of Election officials. The only cost would involve transportation of the machines from the Board of Elections to the schools, which would number two or three per school. Parents and community members could be trained to run the elections.

Mr. Plunkett stated that \$10,000 is currently budgeted for student government elections, conferences, meetings, etc. He noted that many issues regarding elections could be addressed through the revision of Policy 10200 – Student Representation. Mr. Kaufman noted the need to work out the fiscal details involved with the election process. In addition, he emphasized the importance of detailing the entire process in the legislation.

Ms. Sigaty commented on her experiences in working with students on School Improvement Teams. She noted the value they bring to the process and stated that they take ownership and become proactive when given the right to vote. She indicated that the proposal for voting rights for the Student Member would be enabling legislation to allow the process to proceed. In addition, Ms. Sigaty expressed complete trust in the students and the Board to develop the details of the position.

Mr. Kaufman indicated his agreement with Ms. Sigaty's comments but reiterated the need for more detailed implementation procedures prior to submission to the delegation. Mr. Plunkett noted the importance of having a unified Board position in achieving success in the legislative process. Mrs. Watson agreed and pointed out the difficulty the Board encountered when trying to establish enabling legislation for the Fee for Field Use proposal due to a lack of details in the legislation. She indicated that the students could still meet their goal of implementation in July of 2007 by submitting more detailed legislation next fall.

Ms. Sigaty and Mrs. Mikulis expressed concern with postponing the submission of legislation until next year because the efforts would lose momentum when the current seniors graduate. They acknowledged the tremendous amount of work that the students have put into this project and the need to support their efforts by submitting this to the delegation for this current legislative session. Mr. Michaels spoke of the difficulties in proceeding with various authorities without Board support. Mr. Lasser expressed his commitment to this project but agreed that momentum could be lost over the summer and

with the transition of a new Board next December. Mrs. Watson pointed out that the Board would take ownership of the legislation once it was passed and would move it forward.

Ms. Gordon emphasized the extreme importance of this proposal and its long-term impact on the Board. She reiterated the need for additional time to work out the details of the proposal and expressed reservations with forwarding it to the delegation at this time.

Mr. Lasser reiterated his concerns with the delegation having to address issues with a new Board next December. He stated that the Board could withdraw its support if adequate progress is not being made on the details while the legislation is progressing in 2006. Mr. Michaels indicated that a year is needed to work out implementation details with the appropriate authorities and expressed concern with delaying submission to the delegation.

Mrs. Mikulis asked about the need for touch-screen voting machines. Mr. Plunkett indicated that the Board of Elections is encouraging the involvement of students in the election process, and this presents an opportunity for a teachable moment for students.

Mrs. Mikulis pointed out the encouragement that has been received from the state Board of Education in having Howard County pursue this legislation.

Mr. Lasser proposed a compromise in which the Board would submit the legislation as written, contingent upon the revision of Policy 10200 by a predetermined date. Mrs. Watson stated that the idea was good in concept but that the chance of failure would be very high without the development of details in the legislation and full support of the Board. Ms. Sigaty noted that the delegation recently supported a revenue authority for Howard County, with details to be worked out by the County Council. Mr. Michaels stated that a number of county delegates have expressed support for the idea of a voting student member but do not want to proceed without Board support.

Mr. Kaufman and Mrs. Watson questioned the issues that students would or would not be allowed to vote on. Mr. Kaufman noted that a provision currently exists where nonvoting rights can be removed from the list of provisions in the legislation. He asked that consideration be given to the possibility of adding a clause that would allow additional items to the list that students would not vote on. Mr. Kaufman indicated his willingness to direct staff to write legislation for submission next year granting voting rights to the Student Member. Mrs. Watson noted that major concerns at this time center on ensuring a fair election process, fiscal implications, need for legal opinion, details from the Board of Elections, and details on specific issues for which the Student Member would be granted a vote.

Permission was granted by the Board for Mr. Plunkett and the students to continue discussion outside the Board meeting. After further discussion, Mr. Michaels returned with a request for Board approval of a resolution indicating Board support for voting rights of the Student Member of the Howard County Board of Education and that the

Board convene a focus group with student representatives to make a recommendation to the Board concerning legislation for submission to the Howard County Delegation and revisions to Policy 10200 by April 30, 2006. This would allow for completion within the current Student Member's term.

Motion: Mr. Kaufman moved that the Board support via resolution the addition of voting rights to be determined of the Student Member, with Board direction to staff to form a committee with student representation to propose legislation, any necessary policy changes, and a process no later than the last board meeting of April 2006. The motion was seconded by Ms. Gordon.

It was agreed that a work session would be held with the Board and students in March to discuss recommendations. This would provide the Board with sufficient information to submit the proposal to the delegation for the 2007 legislative session.

Action: The motion was approved by the members of the Board (5/0), with Mr. Lasser supporting the motion.

Board members commended Mr. Lasser and Mr. Michaels for their efforts. Mr. Lasser expressed appreciation to the Board for their cooperation and for providing the opportunity to present this issue and collaborate with the Board.

It was noted that the Superintendent would have the responsibility for carrying out this resolution.

High School Assessments

Presenter: Ms. Terry Alban, Director of Student Assessment and Program Evaluation.

Ms. Alban reported that Howard County students exceeded the overall performance of students across the state on the new English II High School Assessment (HSA). The 76.7-percent pass rate on the English II assessment has resulted in all Howard County high schools achieving Adequate Yearly Progress (AYP) in English.

Ms. Alban also reviewed pass rates for the past three years on the Algebra, Biology, and Government HSAs. She reminded the Board that 10 of 11 high schools met AYP in mathematics. She also noted that nearly 97 percent of middle school students who are required to pass the HAS for graduation passed the algebra test in 2005.

Discussion:

Mr. Kaufman asked about interventions to help students who have not passed the assessments. Dr. Clarissa Evans, Director of Secondary Curricular Programs, stated that a co-teaching intervention model is currently in place in five high schools, with a budget request for expansion to two additional high schools. After-school programs are also currently in place, and with Board approval, mastery courses will be in place next year.

for students who do not pass the first assessment.

Mr. Kaufman asked that additional information be provided to the Board at a work session to ensure a full understanding of the implications related to students who have not passed the assessments. Mrs. Erickson stated that a Bridge to Excellence report will be presented to the Board in January, focusing particularly on mathematics. She also expressed concern about the number of students who have not passed the assessments and indicated that initiatives have been placed in the proposed budget to address this concern.

Ms. Sigaty asked for information regarding combined assessment scores and the number of students who scored at the minimum or better. Ms. Alban agreed to provide the information to the Board.

Ms. Gordon expressed concern regarding the scores for African American students and noted that although some schools are making great strides, there is still a large discrepancy among schools. Mrs. Erickson stated that a report will be brought to the Board in December addressing the process of intervention with particular schools and the targeting of professional development based on data for each school.

Dr. Cousin stated that many items in the Superintendent's proposed budget will address academic achievement and, in particular, high school assessments. The goal is to ensure that every eligible student receives a high school diploma, which will entail much energy and resources to achieve success.

Mrs. Mikulis commented on the effects of long-term strategies and noted that tremendous gains are being realized in first grade as a result of full-day kindergarten.

Mrs. Erickson noted that the state will be releasing information next year about a comparable high school assessment due to the recognition that there are students who are achieving but cannot demonstrate their knowledge through the assessment. There will be other pathways available for students to achieve a diploma.

Suspension and Suspension Prevention

Presenter: Dr. Craig Cummings, Coordinator of Alternative Education Programs.

Dr. Cummings indicated that while suspensions increased by 7 percent at the elementary level and 4 percent at the high school level, a decrease of 12 percent at the middle school level contributed to an overall decrease of 3.8 percent systemwide.

Dr. Cummings told the Board that incidents of fighting and physical attacks, student to student, accounted for nearly 30 percent of all suspensions. Drug, alcohol, and tobacco suspensions decreased by 16 percent from 2003/2004 to 2004/2005.

Male students represent 85 percent of all suspensions. African American students comprise 19 percent of the student population, while 49 percent of all suspension incidents involved African American students. Forty-two percent of suspension incidents involved Caucasian students, who comprise 62 percent of the student population.

Discussion:

Ms. Sigaty asked about the significant number of male versus female students involved in suspensions. Dr. Cummings indicated that the data is a reflection of the more broad society in terms of males tending to be more aggressive and overt in their responses to conflict. He stated that schools are looking at individual student data, identifying students involved in aggressive confrontations, and designing interventions to address their needs.

Ms. Sigaty noted that while Caucasian suspension incidences have steadily decreased since 2002, those in other ethnic populations have remained the same. She expressed particular concern regarding African American students and whether they were being over identified. Dr. Cummings stated that the school system is working hard to address the issue of overrepresentation in not only suspension and behavioral data but also in the academic performance of students as well. He acknowledged that this is a challenging issue, and alternative programs are being developed to reverse this trend.

Mrs. Erickson explained that a new initiative has begun whereby the Council of Elders assigns two mentors to each high school to work with African American students. The program is being monitored closely to determine successful methods that can be replicated in other schools.

In response to Mrs. Mikulis, Dr. Cummings explained that the original concept of the evening school program was intended for students under age 16 for whom education was mandatory. Increasingly over the last year and a half, the evening program is being used in a broader sense, and more students over the age of 16 are being afforded the opportunity to attend that program.

Mrs. Watson noted that suspensions of middle school girls have decreased in the past few years.

Regarding in-school alternative education programs, Dr. Cummings stated that each school reviews student data and uses that information to determine who should be in those programs, what types of interventions and services those students should receive, and when they no longer need those supports and services. Each school submits a mid- and end-of-year report on academic performance indicators for students in those programs.

Paperless Board Meetings

Presenter: Ms. Adrianna Abate, Technology Officer.

Mr. Ray Brown explained that this item was presented to the Board earlier in the year as a report, and staff is now recommending Board approval to proceed with an Internally Hosted solution to provide Internet service to the Board Room. This could be implemented with FY 2006 funds identified by staff, with remaining funds included in the FY 2007 Operating Budget for ongoing costs.

Discussion:

Mr. Kaufman expressed concern with the aggressive timeline and overburdening the IT staff at this time. Board members also expressed concern with implementing this outside the normal budget process. Concerns regarding the impact of upcoming renovations on the Board Room were also discussed.

Action: Mr. Kaufman moved that the Board adopt staff recommendation to begin to plan based on an Internally Hosted paperless Board meeting system and will defer budget decisions until the normal budget process. The motion was seconded by Ms. Gordon and approved by the members of the Board (5/0). Mr. Lasser abstained because the former report was presented before his term.

By consensus, Item VIII.E. – Proposed School Calendar for 2006/2007 was moved to the evening session.

Recess – The meeting was recessed by the Chairman at 6:49 p.m. and reconvened at 7:38 p.m.

Public Forum

Ms. Veronika Carella addressed the Board with what she characterized as a lack of staff responsiveness to her daughter's health plan.

Appointment – PTA Council of Howard County

There was no one present to address the Board.

Public Hearing – Bushy Park ES – Exchange of Property with Recreation and Parks

The Board received no public testimony.

Policy 3711 – Child Abuse and Neglect

Presenter: Ms. Pamela Blackwell, Student Services Coordinator.

Ms. Blackwell presented additional changes proposed by staff based on input from the public hearing. These include revisions to the definition of parent and caregiver; an expansion of reporting of out-of-state victims to include the capacity to report to any Department of Social Services in the state of Maryland; and an added compliance statement for the Office of Student Services to assist with the professional development training and education outreach for staff, students, and families in the community with regard to child abuse and neglect.

Discussion:

Mr. Kaufman noted that committee members raised questions regarding the relationship between the policy and a particular circular. Mr. Mark Blom, General Counsel, explained that the circular is intended to be an administrative set of procedures for managers in HCPSS to provide information on who is responsible for making discipline decisions within the school system. The circular also addresses rights of appeal within the organization and contains information on how to handle discipline issues. He indicated that no inconsistencies were found between the policy and the circular.

Board members indicated the need for additional time to compare the circular with the policy. Mrs. Erickson stated that the circular was not intended to be an explanation of the child abuse policy but rather an explanation of discipline procedures in general. She noted that she and Mr. Blom would meet with committee members to address their concerns with the circular.

By consensus, Board members agreed to table action on this item until staff and committee members meet to address concerns.

Policy – New – Wellness Through Nutrition and Physical Activity

Presenters: Mr. Ray Brown and Ms. Mary Klatko, Director of Food and Nutrition Services.

Mr. Brown reported that a Wellness Task Force was convened to make appropriate recommendations to fulfill the mandate of the Child Nutrition and WIC Reauthorization Act of 2004. Committee work will continue, and additional comprehensive items affecting the spectrum of the entire policy will be presented to the Board in the fall of 2006.

Mr. Brown recognized members of the committee in attendance and expressed appreciation to Ms. Linda Rangos, Chairman of the Subcommittee on Nutrition Education; Ms. Jackie French, Chairman of the Subcommittee on Physical Activity; and

Ms. Mary Klatko, Chairman of the Subcommittee on Food and Beverages.

Ms. Klatko reviewed the various provisions of the policy, including nutrition, nutrition education, and physical activity.

Discussion:

Mr. Kaufman asked that a “before” and “after” chart be prepared to show the changes that would occur with this policy and to include innovations that other counties may be using. He expressed concern regarding the possibility that vendors could repackage items to conform to the policy and that students would be purchasing more than one serving. Ms. Klatko noted that elementary students are limited to the purchase of one snack item, but no prohibitions exist at the middle or high school levels.

Mr. Kaufman also asked that staff consider expediting other provisions of the policy that are planned for next year.

Mrs. Mikulis asked about changes that HCPSS has incorporated outside of the MSDE regulations. Ms. Klatko noted that the school system has added hand washing and accessibility to drinking water, as well as banning candy.

Ms. Klatko acknowledged that it is expected that the new provisions will result in the need to increase lunch prices in order to cover lost revenue. Mr. Brown stated that the worse case scenario would involve a loss of \$1.8 million, which would result in an additional 40 cents per meal at the elementary level, 70 cents per meal for middle school, and \$1.10 per meal at the high school level.

Mrs. Mikulis noted the need to ensure that Booster clubs are informed of these changes because of the impact on snack bars run by those organizations. Ms. Gordon asked about regulations regarding snacks for kindergarten students, and Ms. Klatko stated that she would look into the issue.

Ms. Sigaty stated that some schools provide donated breakfast bars and similar foods to students prior to the administration of state assessments and asked how this policy would impact that practice. Ms. Klatko indicated that the school system could provide a breakfast program for students on assessment days.

Ms. Sigaty expressed concern regarding opportunities for physical activities for students and noted that middle school students have reported on the lack of time available for eating lunch, which prevents the opportunity for physical activity afterwards. She asked if measures are being taken to enable students to participate in activities, whether there is an obligation of the school system to provide intramurals for all students who want to participate, and the fiscal impacts of providing additional intramurals.

Ms. French stated that approximately 45 percent of students elect one or more physical education classes beyond ninth grade, and electives are continually updated.

She stated that there is no indication that any students are unable to take physical education classes because of a lack of staff. Mrs. Watson noted that there are limited offerings for intramural activities, but the Board could consider expanding those opportunities.

Mr. Brown explained that issues regarding adult wellness were not addressed in the policy at this time because the focus was on meeting the requirement to have a policy in place for students by January. As part of the ongoing work of the committee, all facets of wellness, including those of adult population in the school system, will be considered.

Ms. Klatko stated that each individual school would be allowed to make decisions regarding the availability of water for students either through access to water fountains, students bringing water from home, or through vending machines.

Mrs. Mikulis questioned an inconsistency in the language of the policy regarding the offering of extracurricular physical activities. Staff was requested to look into the matter.

Food may be brought into schools for adult activities such as PTA Appreciation, but kitchen facilities cannot be used. Information must also be posted indicating that the food has been prepared in private homes.

Mrs. Watson asked that staff also inform the Board of other issues that should be considered in a comprehensive wellness policy and what other schools systems are doing differently. Ms. Klatko indicated that this policy is probably the most rigid one in the state of Maryland and exceeds the mandate.

Mr. Brown stated that an outline of additional work the committee plans to accomplish between now and next fall will be provided to the Board before the meeting on December 8, 2005.

Mrs. Watson commended staff for their work on the policy and in particular for including provisions to allow students more frequent access to drinking water.

The Board will hold a public hearing on the proposed policy on December 8, 2005, with action scheduled for January 12, 2006.

Policy – New – Civility – Committee Charter

Presenter: Ms. Sue Mascaro, Director of Staff Relations.

Ms. Mascaro presented the charter for Board approval. She noted that the charter was developed in response to the Board's request for staff to develop a civility policy. Both the charter and future work on the policy will follow guidelines outlined in Policy 1001 – Policy Development and Adoption. Presentation of the policy is scheduled for late February, with adoption scheduled for early April.

Discussion:

Mrs. Watson stated her preference for the civility policy to stand on its own rather than be incorporated into existing policy.

Ms. Mascaro noted that the committee will begin reviewing other policies that include standards for behavior expectations and problem solving as part of their work on this policy. Ways of working with adults in the community in modeling civil behavior for students will also be discussed for incorporation in the policy.

Ms. Mascaro stated that the committee is comprised of administrators from elementary, middle, and high school; teacher representatives; a representative from the Office of Human Rights, and other community members. The HCPSS Ombudsman will serve in an advisory capacity.

Policy – New – Fund Balance – Committee Charter

Presenter: Mr. Ray Brown.

Mr. Brown presented the Fund Balance Reserve committee charter. This committee will provide a recommendation to the Superintendent and Board to adopt a fund balance reserve policy as part of the school system's fiscal business practices and ongoing continuous improvement efforts.

Discussion:

Mr. Brown explained that although there is no requirement for this policy, it makes good business sense and will be very helpful to the Board and fiscal authorities. This will establish parameters in which staff will direct the managing of dollars for the budget in terms of excesses and surpluses.

Policy 3611 – Confidentiality of School Records – Committee Charter

Presenters: Ms. Pamela Blackwell, Coordinator of Student Services; and Ms. Terry Alban, Director of Student Assessment and Program Evaluation.

Ms. Blackwell reported that in addition to ensuring consistency with federal state and school system policies, the committee will also look at developing standards for addressing confidentiality of student information and addressing standards for the maintenance, storage, transfer, and security of electronic student records, including teacher grade books. The policy is scheduled to come before the Board as a report on April 27, 2006, with adoption scheduled for June 8, 2006.

Proposed School Calendar – 2006/2007

Presenter: Ms. Patti Caplan.

Ms. Caplan presented the proposed school calendar for 2006/2007 and expressed appreciation to the committee members for their work. The committee developed the proposed calendar with input from the Board, Superintendent's Cabinet, staff, and community members.

Ms. Caplan noted that the committee considered various ways to accommodate religious holidays but was unable to incorporate all requests in the calendar. The committee supported the Board's position of not scheduling professional development activities on election days and also considered various scenarios in which to accommodate "Take Your Child to Work Day."

A public hearing on the school calendar will be held on December 8, 2005, with approval scheduled for January 12, 2006.

Mrs. Watson expressed appreciation to the committee for their work and for trying to accommodate religious holidays in the calendar.

Scheduling

The Board set dates for a Closed Meeting on November 15, at 6:00 p.m. and changed the time of the work session on November 17, 2005, from 7:00 p.m. to 6:30 p.m.

State Board of Education Proposed Regulation – Orientation and Professional Development for Board of Education Members

The Board briefly discussed a regulation proposed by the State Board of Education concerning orientation and professional development of Board members. A vote was delayed until November 22, 2005, to allow additional time for review of the proposal.

Adjournment – The meeting was adjourned by the Chairman at 9:00 p.m.

Information Items

- Status of School Construction Projects
- Food and Nutrition Service Financial Report
- Annual Report – Grants
- Annual Report – Policy 3711/Child Abuse & Neglect
- Transportation