

MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

May 18, 2006

The members of the Board of Education of Howard County held a special work session on Thursday, May 18, 2006, at 10:00 a.m., in the Board Room of the Department of Education, located at 10910 Route 108, Ellicott City, Maryland, to set category totals to submit to the County Council for the FY 2007 Operating Budget Request and FY 2007 Capital Budget Request, FY 2008-2012 Capital Improvement Program, and Ten-Year Long-Range Master Plan. The following were present:

Joshua M. Kaufman, Chairman
Diane B. Mikulis, Vice Chairman
Patricia S. Gordon
Mary Kay Sigaty
Courtney Watson

Sydney L. Cousin, Superintendent of Schools
Sandra Erickson, Chief Academic and
Administrative Officer
Raymond Brown, Chief Operating Officer
David White, Budget Officer
Patti P. Caplan, Public Relations Officer
Susan A. Shown, Recording Secretary

Chairman Joshua Kaufman called the meeting to order at 10:00 a.m., and Ms. Gordon led the group in the *Pledge of Allegiance*.

Approval of Agenda

Action: A motion to approve the agenda as presented was made by Mrs. Watson, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

FY 2007 Operating Budget Request – Category Totals

Dr. Cousin reviewed the recommended changes to the FY 2007 Operating Budget based on the latest information from the County Council on the final budget numbers. The County Council added \$220,000 to the County Executive's budget request for the Board of Education, and he recommended that the money be used to fund the positions that were proposed as reductions to the budget: two new guidance counselors, .5 psychologist, and two new custodians. The actual cost of the new positions is more than the additional funding, but savings from turnover can be used to make up the difference.

The following reductions will be made to the Board's budget request in order to balance the budget with the available funding: turnover; defer media purchases for the new northeastern elementary school; eliminate one new pupil personnel worker, three new custodian positions; reduce custodian overtime; reduction allowed by fiscal 2006 year-end transfer; reduce maintenance of older schools and school grounds; reduce grounds maintenance for Community Services; reduce funding for CATV/Video, and various other reductions (after budget amendment).

Approved – June 20, 2006

Mr. Kaufman expressed appreciation to the County Council for restoring some of the funds that were reduced by the County Executive. The Superintendent has recommended that the restored funding be used for staffing, the school system's greatest asset.

Ms. Gordon stated that she was pleased that the guidance counselor and psychologist positions were recommended to be restored. The services provided by these positions are a great value to our students.

Mrs. Mikulis and Ms. Sigaty asked what impact the reductions in facility and grounds maintenance will have on the schools and grounds. Mr. Brown explained that the reduction would make it difficult to maintain the quality of the school facilities that the community expects. The opportunity to purchase supplies for "green schools" will also be limited. The impact on grounds maintenance may not be immediately noticed as work such as overseeding will be deferred. Dr. Cousin added that the replacements of playgrounds and sidewalk repairs may also be deferred.

Dr. Cousin pointed out that maintenance inspection reports were just received for five Howard County schools from the Interagency for Public School Construction and, although the inspections resulted in good and excellent ratings, there were things identified for improvement.

Mrs. Watson asked if the \$384,000 reduction in maintenance of older schools would come from one line item. Mr. Brown responded that funding for supplies, contracted services, materials and equipment would be reduced.

Mr. Kaufman stated that he preferred not to have to reduce any items in the budget; however, he supported the Superintendent's recommendations.

Ms. Sigaty asked for an explanation of the reduction in CATV/Video. Mr. White explained that the reduction is reflective of the County Executive's decision to shift funding from a separate grant to the general fund. Mr. Robert Glascock, Assistant Superintendent of Curriculum and Instruction, add that the reduction takes the funding back to the continuation cost of the current program and will limit the ability to enhance communication with the community. The revenues come from fees from Comcast and Verizon, and the shift of funds was not expected. The new position included in the reduction was earmarked to move forward with the wireless and paperless Board meetings, and the reduction won't eliminate, but may slow down, the implementation of those processes.

Ms. Sigaty expressed her concern with the reduction of the CATV position because it would support the Board's ability to improve communication with the community; however, as long as the implementation of the paperless Board meetings moves forward, she accepted the reduction of the new CATV position in order to fund the new custodial positions.

Mr. White pointed out that the move of CATV funding from a grant to the general fund will mean that the program would continue to compete with all other items in the general fund in future years.

Mrs. Watson stated that the guidance counselor and psychologist positions have a strong impact on the classroom. She suggested that the staffing model for those positions might need to be reviewed as both social and academic challenges faced by students continue to increase.

Following a general consensus by the Board to support the Superintendent's recommendation for adjustments to the Board's FY 2007 budget request, the Board approved the budget category totals to submit to the County Council for its action.

Action:

A motion to approve Administration in the amount of \$9,162,030 was made by Mrs. Watson, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

A motion to approve Instructional Salaries in the amount of \$232,888,730 was made by Ms. Gordon, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

A motion to approve Instructional Texts in the amount of \$11,597,400 was made by Mrs. Mikulis, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

A motion to approve Instructional Other in the amount of \$2,699,230 was made by Ms. Sigaty, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

A motion to approve Pupil Services in the amount of \$2,330,190 was made by Mr. Kaufman, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

A motion to approve Health Services in the amount of \$4,438,680 was made by Mrs. Watson, seconded by Mr. Kaufman, and approved by the members of the Board (5/0).

A motion to approve Transportation in the amount of \$30,006,000 was made by Ms. Gordon, seconded by Mrs. Mikulis, and approved by the members of the Board (5/0).

A motion to approve Operation of Plant in the amount of \$34,661,160 was made by Mrs. Mikulis, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

A motion to approve Maintenance of Plant in the amount of \$16,688,320 was made by Ms. Sigaty, seconded by Mrs. Mikulis, and approved by the members of the Board (5/0).

A motion to approve Fixed Charges in the amount of \$88,375,070 was made by Mr. Kaufman, seconded by Mrs. Mikulis, and approved by the members of the Board (5/0).

A motion to approve Mid-Level Administration in the amount of \$42,877,840 was made by Mrs. Watson, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

A motion to approve Community Services in the amount of \$4,763,680 was made by Ms. Gordon, seconded by Mrs. Mikulis, and approved by the members of the Board (5/0).

A motion to approve Capital Outlay in the amount of \$1,015,470 was made by Mrs. Mikulis, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

A motion to approve Special Education in the amount of \$70,018,280 was made by Ms. Sigaty, seconded by Mrs. Mikulis, and approved by the members of the Board (5/0).

A motion to approve the FY 2007 Operating Budget Request in the amount of \$551,522,080 was made by Mr. Kaufman, seconded by Mrs. Watson, and approved by the members of the Board (5/0).

Dr. Cousin noted that the Board would take action on May 25, 2006, to approve its final FY 2007 Operating Budget after the County Council approves its county budget.

FY 2007 Capital Budget Request

Mr. Brown reported that the County Council restored funding for the Clarksville MS renovation project. Planning funds for the new maintenance/warehouse facility was deferred to FY 2008, as well as funding for educational specifications modernization and planning for the renovation of the former Cedar Lane School.

Dr. Cousin added that preliminary planning for the Cedar Lane project have been completed, but the plans are not ready to be presented to the Board.

Action: A motion to approve the amended FY 2007 Capital Budget Request in the amount of \$88,366,203 to be submitted to the County Council was made by Mrs. Watson, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

Action: A motion to approve the amended FY 2008-2012 Capital Improvement Plan in the amount of \$381,498,000 to be submitted to the County Council was made by Mr. Kaufman, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

Action: A motion to approve the amended FY 2007-2016 Long-Range Master Plan in the amount of \$685,464,000 to be submitted to the County Council was made by Mrs. Watson, seconded by Ms. Gordon, and approved by the members of the Board (5/0).

Adjournment – There being no further business, the meeting was adjourned at 10:45 a.m.

Attachments

- A - FY 2007 Operating Budget Request Summary
- B - FY 2007 Capital Budget Request
- C - FY 2008-2012 Capital Improvement Program Request
- D - FY 2008-2012 Long-Range Systemic Renovation Projects
- E - FY 2007-2016 Long-Range Master Plan

Howard County Public Schools
Fiscal 2007 Operating Budget
Reductions To Meet County Bottom Line

Executive Proposed (vs. Board amended request) (\$3,439,500)
Adjusted State Revenue (\$191,450)
Council Restoration \$220,000
Total Reductions Required (\$3,410,950)
Final Adjustment (\$24,950)

ten	Category	Program	Pgm #	Description	Amount	Instr. Sal	Instr texts	Pupil Pers	Op Plant	Maint.	Fixed Chgs	Mid-Level	Communit	Spec Ed	Actions
1.	Multiple categories	-	-	Turnover	\$700,000	(\$400,000)								(\$300,000)	(\$700,000)
2.	Instructional supplies	Media	1501	Media defer northeastern elementary materials	\$187,500		(\$187,500)								(\$187,500)
3.	Instructional salaries	Guidance/Counseling	5601	1 of 2 new guidance counselors	\$50,000	\$0					\$0				\$0
4.	Instructional salaries	Guidance/Counseling	5601	1 of 2 new guidance counselors	\$50,000	\$0					\$0				\$0
4.	Instructional salaries	Psychological Services	5701	0.5 new psychologist	\$41,000	\$0					\$0				\$0
5.	Pupil Personnel	Pupil Personnel	6101	1 new pupil personnel worker	\$82,000			(\$70,000)			(\$12,000)				(\$82,000)
6.	Operation of Plant	Custodial	7102	5 new custodians, overtime:											
				1 custodian	\$36,500				\$0		\$0				\$0
				1 custodian	\$36,500				\$0		\$0				\$0
				1 custodian	\$36,500				(\$26,600)		(\$9,900)				(\$36,500)
				1 custodian	\$36,500				(\$26,600)		(\$9,900)				(\$36,500)
				1 custodian	\$36,500				(\$26,600)		(\$9,900)				(\$36,500)
				custodial OT	\$133,000				(\$133,000)						(\$133,000)
7.	Fixed Charges	Health Insurance	7901	Reduction allowed by fiscal 2006 year end transfer	\$1,600,000						(\$1,600,000)				(\$1,600,000)
8.	Maintenance	Building Maintenance	7602	Maintenance of older schools	\$384,000					(\$384,000)					(\$384,000)
9.	Maintenance	Grounds Maintenance	7801	Maintenance of school grounds	\$50,000					(\$50,000)					(\$50,000)
10.	Mid-Level Administration	CATV/Video	2701	Various reductions (after budget amendment)	\$90,000							(\$90,000)			(\$90,000)
11.	Community Services	Grounds Maintenance	9201	Maintenance of school grounds	\$50,000								(\$50,000)		(\$50,000)
					\$3,600,000	(\$400,000)	(\$187,500)	(\$70,000)	(\$212,800)	(\$434,000)	(\$1,641,700)	(\$90,000)	(\$50,000)	(\$300,000)	(\$3,386,000)
				Final adjustment (turnover)	(\$24,950)	(\$24,950)									(\$24,950)
					\$3,575,050										(\$3,410,950)

Categorical Totals	Board Request	Approved
Administration	9,162,030	9,162,030
Instructional Salaries	233,313,680	\$232,888,730
Instructional Texts	11,784,900	\$11,597,400
Instructional Other	2,699,230	2,699,230
Pupil Services	2,400,190	\$2,330,190
Health Services	4,438,680	4,438,680
Transportation	30,006,000	30,006,000
Operation of Plant	34,873,960	\$34,661,160
Maintenance of Plant	17,122,320	\$16,688,320
Fixed Charges	90,016,770	\$88,375,070
Mid-Level Admin.	42,967,840	\$42,877,840
Community Services	4,813,680	\$4,763,680
Capital Outlay	1,015,470	1,015,470
Special Education	70,318,280	\$70,018,280
Total	554,933,030	551,522,080

OK

EXHIBIT A

FY 2008-2012 CAPITAL IMPROVEMENT PROGRAM REQUEST

BOARD OF EDUCATION'S REQUESTED

(Estimated Cost in Current Dollars - Thousands [000] Omitted)

Program	Grades	Capacity	Project	Completion	Fiscal 08	Fiscal 09	Fiscal 10	Fiscal 11	Fiscal 12	Total
	K-5	147/100	Waverly Elem. Add. Phase I & II	Aug 07/10	0	2,518 (C,E)	0	0	0	2,518
	9-12	401	Glenelg High Add./Ren./Auditorium	Aug-08	6,000 (C,E)	0	0	0	0	6,000
	9-12		Mt. Hebron High Renovation	Aug-09	20,592 (C)	0	0	0	0	20,592
	6-8	662	New Western Middle	Aug-11	0	2,488 (P)	24,706 (C,E)	0	0	27,194
	1-5	100	Centennial Lane Add./Cafetorium	Aug-08	1,843 (C,E)	0	0	0	0	1,843
	1-5	50	Running Brook Elem. Addition	Aug-08	754 (C,E)	0	0	0	0	754
			Maintenance/Warehouse Facility	Aug-08	1,100 (P)	17,801	0	0	0	18,901
	K-5	169	Elkridge Elem. Addition/Cafetorium	Aug-09	495 (P)	3,767 (C,E)	0	0	0	4,262
	1-5	100	Manor Woods Elementary Addition	Aug-10	924 (P)	7,725 (C,E)	0	0	0	8,649
	1-5	125	Triadelphia Ridge Elem. Expansion	Aug-10	290 (P)	3,705 (C,E)	0	0	0	3,995
			Full-Day Kindergarten		5,854 (P,C,E)	6,595 (P,C,E)	0	0	0	12,449
			Educational Specification Modernization		1,100 (P)	5,000 (P,C,E)	30,000 (P,C,E)	30,000 (P,C,E)	30,000 (P,C,E)	96,100
			ARL Space Reconfiguration - CR's/Auto Acader		0	0	0	0	0	0
			OLD Cedar Lane Addition/Renovation		8,985	0	0	0	0	8,985
			Systemic Renovations		22,596	20,421	14,027	29,081	23,578	109,703
			Relocatable Classrooms		975	975	975	975	975	4,875
			Playground Equipment		200	200	200	200	200	1,000
			Site Acquisition & Construction Reserve		5,000	5,000	2,000	2,000	2,000	16,000
			Technology		4,726	5,226	5,726	5,500	6,000	27,178
			Roofing Projects		1,900	1,900	1,900	1,900	1,900	9,500
			Barrier Free		200	200	200	200	200	1,000
			TOTALS		\$83,534	\$83,521	\$79,734	\$69,856	\$64,853	\$381,498

FY 2007-2012 LONG-RANGE SYSTEMIC RENOVATION PROJECTS									
BOARD OF EDUCATION'S REQUESTED									
Project	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	TOTALS		
Centennial Lane Elementary	3,707 (C)	0	0	0	0	0	3,707		
Clarksville Elementary	2,968 (C)	0	0	0	0	0	2,968		
Worthington Elementary	4,286 (C)	3,368 (C)	0	0	0	0	7,654		
Clarksville Middle	6,090 (C)	5,899 (C)	0	0	0	0	11,989		
Clemens Crossing Elementary	481 (P)	4,485 (C)	3,524 (C)	0	0	0	8,490		
Waterloo Elementary	468 (P)	4,365 (C)	3,429 (C)	0	0	0	8,262		
Northfield Elementary	0	546 (P)	5,095 (C)	4,004 (C)	0	0	9,645		
Administration Building (Central	0	533 (P)	4,973 (C)	3,908 (C)	0	0	9,414		
Bollman Bridge Elementary	0	0	0	596 (P)	5,849 (C)	4,595 (C)	11,040		
Deep Run Elementary	0	0	0	520 (P)	4,855 (C)	3,815 (C)	9,190		
Forest Ridge Elementary	0	0	0	420 (P)	3,926 (C)	3,084 (C)	7,430		
Burleigh Manor Middle	0	0	0	595 (P)	5,598 (C)	4,399 (C)	10,592		
Mayfield Woods Middle	0	0	0	584 (P)	5,453 (C)	4,285 (C)	10,322		
Other Systemic	3,700 (C)	3,400 (C)	3,400 (C)	3,400 (C)	3,400 (C)	3,400 (C)	20,700		
TOTALS	\$21,700	\$22,596	\$20,421	\$14,027	\$29,081	\$23,578	\$131,403		

FY 2007-2016 LONG-RANGE MASTER PLAN

BOARD OF EDUCATION'S REQUESTED

Occupancy																
Project	Date	FY 2007		FY 2008		FY 2009		FY 2010		FY 2011		FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
Glenelg High Add./Ren./Auditorium	Aug. 07/08	970	(C)	6,000		0		0		0		0	0	0	0	0
New Northeastern Elementary	Aug-07	15,329	(C,E)	0		0		0		0		0	0	0	0	0
Waverly Elem. Add. Phase I & II	Aug 07/10	3,857	(C,E)	0		2,518	(C,E)	0		0		0	0	0	0	0
Bushy Park Elem. Replacement	Aug-07	20,587	(C,E)	0		0		0		0		0	0	0	0	0
Centennial Lane Add./Cafetorium	Aug-08	243	(P)	1,843	(C,E)	0		0		0		0	0	0	0	0
Running Brook Elem. Addition	Aug-08	125	(P)	754	(C,E)	0		0		0		0	0	0	0	0
Maintenance/Warehouse Facility	Aug-08	0	(P)	1,100	(P)	17,801		0		0		0	0	0	0	0
Elkridge Elem. Addition/Cafetorium	Aug-09			495	(P)	3,767	(C,E)	0		0		0	0	0	0	0
Mt. Hebron High Renovation	Aug-09	1,900	(P)	20,592	(C)	0		0		0		0	0	0	0	0
Manor Woods Elementary Addition	Aug-10			924	(P)	7,725	(C,E)	0		0		0	0	0	0	0
Triadelphia Ridge Elem. Expansion	Aug-10			290	(P)	3,705	(C,E)	0		0		0	0	0	0	0
New Western Middle	Aug-11	0		0		2,488	(P)	24,706	(C,E)	0		0	0	0	0	0
Full-Day Kindergarten		8,654	(P,C,E)	5,854	(P,C,E)	6,595	(P,C,E)	0		0		0	0	0	0	0
Educational Specification Modernization		0	(P)	1,100	(P)	5,000	(P,C,E)	30,000	(P,C,E)	30,000	(P,C,E)	30,000	(P,C,E)	30,000	30,000	30,000
ARL Space Reconfiguration - CR's/Auto Acade		3,000	(P,C,E)	0		0		0		0		0	0	0	0	0
OLD Cedar Lane Addition/Renovation		0	(P,C,E)	8,985		0		0		0		0	0	0	0	0
Systemic Renovations		21,700		22,596		20,421		14,027		29,081		23,578	12,000	12,000	12,000	12,000
Relocatable Classrooms		975		975		975		975		975		975	975	975	975	975
Playground Equipment		200		200		200		200		200		200	200	200	200	200
Site Acquisition & Construction Reserve		5,000		5,000		5,000		2,000		2,000		2,000	2,000	2,000	2,000	2,000
Technology		3,726		4,726		5,226		5,726		5,500		6,000	6,250	6,500	6,750	7,000
Roofing Projects		1,900		1,900		1,900		1,900		1,900		1,900	1,900	1,900	1,900	1,900
Barrier Free		200		200		200		200		200		200	200	200	200	200
TOTALS		\$88,366		\$83,534		\$83,521		\$79,734		\$69,856		\$64,853	\$53,525	\$53,775	\$54,025	\$54,275
Ten-Year Long-Range Master Plan = \$685,464																