

MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

September 21, 2006

The Board of Education of Howard County held a regularly scheduled meeting on Thursday, September 21, 2006, at 4:00 p.m., in Room B37 of the Applications and Research Lab, located at 10920 Route 108, Ellicott City, Maryland. The following were present:

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

Sydney L. Cousin, Superintendent, Secretary/Treasurer
Sandra Erickson, Deputy Superintendent (absent for evening session)
Raymond Brown, Chief Operating Officer
Patti Caplan, Director, Public Relations
Arlene Conway, Recording Secretary

Chairman Joshua Kaufman called the meeting to order at 4:00 p.m., and Mr. Ayele led the group in the Pledge of Allegiance.

Public Forum

Ms. Lee Welsh, parent, spoke about her positive experiences with the Applied Behavior Analysis (ABA) program and requested that the Board fund the ABA program and the Community Service for Autistic Adults and Children (CSAAC).

Ms. Pam Noppenberger, parent, discussed problems associated with the late start time of 9:25 a.m. for an elementary school and offered proposals to alleviate the situation.

Approval of Agenda

The following changes were made to the agenda:

Add: Item VIII.F. - Administrative Promotions - Action
Item VIII.G. - State Capital Budget – FY 2008 Priority Listing of Proposed Projects – Report
Item IX.B. - Scheduling - Action
Item XII.B. - Appointment – PTA Council of Howard County

Delete: Item VIII.B. - Glenelg HS Wastewater Management Services - Report

Approved – October 3, 2006

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

Superintendent's Report

Dr. Cousin reported on the following topics:

- Educators from Beijing, China, visited Worthington ES and Long Reach HS as part of a partnership with HCPSS.
- The Board held their fall luncheon with student leaders from middle and high schools.
- The Co-Teaching Intervention Program has received an Excellence in Education Award from the Maryland Association of Supervision and Curriculum Development. The award recognizes Ms. Patty Daley, Special Education Coordinator, for her role as project coordinator, and Ms. Patricia Mackey, Resource Teacher, for her role as project facilitator.

Student Member's Report

Mr. Ayele reported that there has been a noticeable change in the expectations in Advanced Placement (AP) classes, with a greater emphasis on taking the AP exam upon completion of the class. He also reported on activities of SGAs (Student Government Associations) related to scheduling conflicts and homecoming activities.

Student Representatives' Reports

Ms. Morgan Harrington, Mt. Hebron HS, reported that students are pleased with the new principal and are working together on improvements to the school. She thanked the Board for their part in helping fund renovations to the school and noted that students are taking very good care of the school grounds. She also reported on other school activities, including a back-to-school dance, freshman orientation, and upcoming events.

Consent Agenda

Bids and Contracts; Donations; and Minutes of Regular Meeting of September 7, 2006.

The following items were pulled from the consent agenda:

- Bids and Contracts
- Donation to the Department of Special Education
- Minutes of Regular Meeting of September 7, 2006.

Donations

Clemens Crossing ES: Ahold Financial/Giant Food – in the amount of \$4,237.40 designated for the purchase of laptops to increase the mobile lab.

Northrop Grumman – in the amount of \$1,000 designed for the purchase of a digital camera overhead.

Atholton HS: Music Boosters – in the amount of \$1,770 designated for the music department.

Glenelg HS: Boosters – in the amount of \$4,538.24 designated for track and field uniforms.

Action: Ms. Sigaty moved approval of the donations to Clemens Crossing ES, Atholton HS, and Glenelg HS. The motion was seconded by Mrs. Watson and approved by the members of the Board (5/0). Mr. Ayele supported the motion.

Donation to the Department of Special Education

An anonymous donation of \$200,000 was received by the Department of Special Education to enhance the Designing Quality Inclusive Education Project. Funding will support materials of instruction, workshop wages and/or substitutes for professional development for staff, and consultation positions for the project.

Board members called attention to the generosity of this donation and expressed appreciation to the anonymous donor.

Action: Ms. Sigaty moved approval of the donation to Special Education. The motion was seconded by Mrs. Mikulis and approved by the members of the Board (5/0). Mr. Ayele supported the motion.

Bids and Contracts

P-1	Consultant Services	
	CampbellJones & Associates	\$ 136,800
P-2	Mulch & Soil Amendments	
	Hollin's Organic Products	\$ 10,800.00
	Sullivan Corporation	31,960.00
	Egypt Farms, Inc.	41,403.60
	Dependable Sand, Stone	<u>77,800.00</u>
	TOTAL	\$161,963.60

Approval: Mrs. Mikulis moved approval of the purchasing bid recommendations. The motion was seconded by Ms. Sigaty and approved by the members of the Board (4/0). Mrs. Watson abstained, indicating that she did not have the Bids and Contracts information. Mr. Ayele supported the motion.

Minutes of Regular Meeting of September 7, 2006

Board members agreed to table approval of the minutes until the evening session.

Comprehensive Maintenance Program (CMP)

Presenter: Mr. Ken Roey, Executive Director of Facilities Planning and Management.

The CMP is published annually by the Howard County Department of School Facilities. It reflects the effective measures used in maintaining HCPSS schools to provide a safe, attractive, and optimum learning environment for the school community. This program reflects maintenance objectives and methods by illustrating some of the basic services, issues, and schedules necessary for keeping all facilities in as near as original condition as possible. Because of various unforeseeable conditions, i.e., budget restrictions, weather-related and other emergency repairs, etc., the program charts may have to be adjusted accordingly.

Discussion:

Mr. Roey commented on the effectiveness of this planning tool for both the Maintenance Department and school administrators. He recognized Mr. Tom Kierzkowski, Director of School Facilities, for his work in this area.

In response to Mrs. Mikulis, Mr. Roey explained that there is a two-year guarantee period where contractors are responsible for particular types of equipment. In addition, contractors have a responsibility to correct any latent defects that occur within a ten-year period.

Board members asked staff to look into the possibility of sorting the data in the report by school and by history. Mr. Roey agreed to the request.

Action: Mrs. Watson moved approval of the 2007 Comprehensive Maintenance Program. The motion was seconded by Ms. Gordon and approved by the members of the Board (5/0). Mr. Ayele supported the motion.

Naming – New Northeastern ES

Presenters: Ms. Marion Miller, Administrative Director, Elementary Schools, and Dr. Mark Stout, Secondary Social Studies Coordinator.

In accordance with Policy 1691 – Naming or Renaming of Schools, a committee met to make recommendations for the name of the new elementary school scheduled to open in August 2007 on Montgomery Road in Ellicott City, Maryland. After discussing suggestions provided by committee members, the general public, students, parents, and staff from the feeder elementary schools, the committee voted on a name to recommend for the school.

Recommended Name: Veterans Elementary School

Ms. Miller expressed appreciation to the members of the naming committee for their dedication, time, and involvement in this process. Staff explained that the school site is adjacent to the Yingling-Ridgely VFW Post 7472, and when HCPSS was in need of a school site in this area, the VFW post sold the land to the school system. The committee felt compelled to consider the use of “veterans” in the school name very seriously as a way to honor the VFW.

Ms. Miller shared the following quote from a citizen’s letter to the naming committee: “As a true democracy, our citizens are at times in disagreement with one another over the course and strategy of our foreign policy and military operations. We are not, however, in disagreement with the respect and appreciation of our veterans’ efforts. The efforts of the common citizenry and their role as veterans have and continue to be paramount in protecting the liberties and freedom that all Americans enjoy. It is appropriate to acknowledge the sacrifices of our veterans.”

Discussion:

Ms. Sigaty noted that Policy 1691 states that schools will be named after geographic locations and asked about the justification of “veterans” as such. Ms. Miller indicated that the VFW is part of the history of the area, and a geographic modifier could be added to the name to more accurately adhere to policy. Ms. Sigaty noted the importance of operating under policy but pointed out that the Board could also waive the policy if necessary.

Mrs. Watson emphasized the importance of the veterans coming forward and working with the school system several years ago when there was a desperate search for land for an elementary school. She noted that the VFW chose to help the school system rather than sell the land to a developer.

Board members expressed interest in hearing from the public and agreed that waiving the policy would be an option if needed. Mr. Kaufman announced the following schedule:

- October 26, 2006 – Public Hearing on Recommended Name
- November 9, 2006 – Approval of School Name

MABE (Maryland Association of Boards of Education) – Resolutions

Two resolution recommendations were provided to the Board, which will be adopted by MABE after discussion at their annual meeting. Resolutions are passed by majority vote at the MABE conference, with Board members voting individually.

Recommendation No. 1 – Continue Resolution – Readoption with Amendment – Technology

Recommendation No. 2 – New Resolution – The Federal No Child Left Behind Act

Mrs. Mikulis explained that each year MABE reviews its continuing resolutions and beliefs and policies. Resolutions are valid for three years, and occasionally changes are made and/or new resolutions are generated.

Mrs. Watson asked that staff provide input to the Board regarding the resolution pertaining to the federal No Child Left Behind Act prior to the MABE conference in October.

Quarterly Agenda – October – December 2006

Staff and Board members discussed minor changes/additions to the quarterly agenda. Board members asked that a proclamation recognizing Veterans Day be included in November and that information related to the development of the school calendar be posted on the eSchoolNewsletter.

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

Administrative Promotions

Mrs. Erickson recommended approval of the following administrative promotions:

<u>Name</u>	<u>From</u>	<u>To</u>
Patricia Banner-Pierce	Resource Teacher BSAP Elementary	Specialist, BSAP Elementary
Vera Wilkins	Staff Development Specialist Montgomery Co. Public Schools	Specialist, BSAP Secondary

Action: Ms. Sigaty moved approval of the administrative promotions. The motion was seconded by Mrs. Watson and approved by the members of the Board (5/0). Mr. Ayele supported the motion.

State Capital Budget FY 2008 – Priority Listing of Proposed Projects

Presenter: Mr. Ken Roey, Executive Director of Facilities Planning and Management.

The State Capital Priority Listing is a reporting requirement of the state for the FY 2008 Capital Improvement Program, which is scheduled for Board approval on October 3, 2006.

Dr. Cousin noted that some of the projects listed have already been forward funded by the county, and the school system is asking for reimbursement for many of the projects (listed in priority order).

Mr. Kaufman noted that Board members will have the opportunity to revisit this listing prior to approval on October 3, 2006, if necessary.

Bridge to Excellence (BTE) Master Plan Update and Approval for Submission to the Maryland State Department of Education (MSDE)

Presenter: Ms. Elizabeth Mahler, Coordinator, Planning and Program Enhancement, presented the following information regarding the BTE Master Plan:

- This is the fourth year of the five-year BTE Master Plan process.
- The annual update process occurs between May and November.
- Updates must be approved annually by MSDE.

Part I includes:

- Executive Summary
- Budget Documents
- Summary of Successes
- NCLB (No Child Left Behind) Goal Progress
- Addressing Specific Student Groups
 - Career & Technology Education (CTE)
 - Kindergarten/Pre-kindergarten
 - Gifted and Talented (G/T)
 - Special Education
- Cross-cutting themes
 - Educational Technology
 - Education that is Multicultural
 - Fine Arts (included in Part II)
- Local Goals and Indicators

Part II includes:

- Title I, Part A: Improving Basic Programs Operated by Local Educational Agencies
- Title II, Part A: Preparing, Training, and Recruiting High Quality Principals and Teachers

- Title II, Part D: Educational Technology State Grants Programs (Ed Tech)
 - Title III, Part A: English Language Acquisition, Language Enhancement, and Academic Achievement
 - Title IV, Part A: Safe and Drug-Free Schools and Communities
 - Title V, Part A: Innovative Programs
 - Fine Arts
- Sections are written by HCPSS staff and reviewed for content by an Oversight Committee and an Executive Review Committee (over 50 staff members involved).
 - Document has been edited twice (with a third edit scheduled prior to delivery to MSDE).

Review Schedule:

- Part II was due on August 15 for preliminary MSDE program manager review and conditional approval.
- Entire 2006 Master Plan Update is due to MSDE on October 16 (includes Part I and Part II).
- MSDE review process occurs between October 17 and November 13.
- Final document due to MSDE on November 20.
- Notice of approval from MSDE by December 15.

Still to be Completed:

- 2005-06 financial information is preliminary until the audit is completed (September 30).
- AYP data on high schools has not yet been received from MSDE (Part I, Section 1.D).
- Capital Budget information will not be added to the Early Learning section (Part I, Section I.E) until approved by the Board of Education in early October.
- Final edit, pagination, and formatting of text.

Dr. Cousin explained that the BTE plan is a requirement of MSDE and guides much of the work of the school system in setting budget priorities as well. This document requires many revisions, not only to meet requirements of the state, but to meet local requirements for carrying out the education program.

Discussion:

Ms. Gordon commended the Human Resources staff for their success in employing highly qualified teachers.

Staff members addressed questions from the Board related to the following topics:

- Achievement levels in reading and math for African American, Hispanic, English Language Learners (ELL), Free and Reduced Meals (FARM), and special education populations.
- Career and Technology Education (CTE) programs.

- Adequate Yearly Progress (AYP).
- Graduation and Drop-Out Rates.
- Kindergarten and Prekindergarten.
- Preparation for HSAs (High School Assessments) for ELL (English Language Learners).
- Universal Design in Curriculum.
- Trends in Attendance Data.
- Professional Development.

Board members expressed appreciation to staff for their collaboration in producing this comprehensive document.

Action: Ms. Sigaty moved approval of the Bridge to Excellence Master Plan Update. The motion was seconded by Mrs. Watson and approved by the members of the Board (5/0). Mr. Ayele supported the motion.

Scheduling

The Board scheduled a student appeal.

Recess – The meeting was recessed by the Chairman at 5:58 p.m. and reconvened at 7:30 p.m.

Public Forum

Mr. Stanley Daniello, parent, voiced his concern regarding a transportation issue for children in the Academic Life Skills program.

Mr. James Miller, parent, spoke about the benefits of early intervention for autistic children and indicated that providing the Applied Behavior Analysis (ABA) would save the county money in the long run.

Ms. Joy Johnson, parent, voiced her support for the home-based ABA program and asked the Board to support this program for young children with autism.

Ms. Teresa Kaidy, parent, spoke in support of the ABA program and noted the cost-saving effects of giving children the opportunity to participate at an early age.

Appointment – Citizens Advisory Committee (CAC) Monthly Report

Mrs. Rosemary Dennison, Chairman, provided the following report:

- Announced that Mrs. Sue Mascaro, Director of Staff Relations, has been assigned as the Superintendent's liaison to the CAC, replacing Mrs. Patti Caplan.
- Thanked Mrs. Caplan and the Public Information Staff for their support.

- Thanked Mrs. Ellen Miller, Policy Specialist, for presenting information to the CAC.
- Provided a status report on backpack weight, noting that CAC and PTA Council remain committed to addressing this issue and have organized a wellness-working group that will draft more specific recommendations.

Appointment – PTA Council of Howard County (PTACHC)

Mrs. Mary Jane Grauso, PTACHC President, provided the following report:

- Thanked staff for attending the council meeting at the opening of the school year.
- Noted that CAC is working on the backpack weight issue.
- Spoke about drinking water concerns at Lisbon ES during the past several weeks.
- Raised questions about the Student Information Management System and indicated that errors occurred in some GPA (grade point average) worksheets provided to parents.

Public Hearing – FY 2008 Capital Budget and FY 2009-2013 Capital Improvement Program (CIP)

Mr. Steven Greenberg, Glenelg HS Senior

- Commented on the disadvantages of a small, overcrowded school:
 - Several Advanced Placement classes are not offered due to lack of space.
 - Classes are too large.
- Noted that the science wing needs renovation.

Ms. Joan Alagna, Centennial HS Parent

- Spoke about the lack of a dance facility.
 - Students practice in a variety of places in the building, some of which are hazardous for dancers.
 - Storage and shower areas are needed.
- Asked the Board to fund a dance studio in the capital budget.

Ms. Anne Talvacchio, Centennial HS Parent

- Requested allocation of capital funds for a dance studio.
- Recommended that a dance studio only be shared with programs having similar needs and respect for equipment.

Ms. Victoria Kerr, Centennial HS Parent

- Noted that Centennial HS is one of two schools in the county that does not have a dance studio.
- Stated that proper flooring for dance is necessary to prevent injuries.
- Indicated the need for storage space and shower stalls.

Mr. Craig I. Williams, Founder and CEO, Avatar Advisors Group

- Spoke about a new strategy to address funding for the FY 2007 and FY 2008 Capital and Operating Budgets.

Mr. Howard Lyles, Community Member

- Spoke about the Harriet Tubman School, noting that it was designed for use as a school and not a warehouse.
- Requested that the Board support restoration of the Harriet Tubman School and grounds for the development of programs to serve the community.

Rev. Douglas Sands, Community Member

- Stated that the Harriet Tubman School is a symbol of the legacy of hope for the next generation.
- Stated that the facility should be preserved as a memorial.

Mr. Ken Jennings, African-American Coalition of Howard County; Council of Elders of the Black Community of Howard County; and Education Committee of Alpha Phi Alpha Fraternity, Inc.

- Requested that the Board fund the maintenance facility space to serve the needs of the school system.
- Spoke about the Harriet Tubman School building and requested support of its restoration.

Ms. Johnnie Nussbaum, Glenelg HS PTSA President

- Noted that the Glenelg addition and renovation project is to commence this fall.
- Requested support to complete the renovation of the science classrooms and auditorium.

Mr. Frank Aquino, Howard HS Parent

- Supported renovations of older school buildings in the county.
- Stated that the Harriet Tubman Building should be restored to a use more in keeping with its legacy.
- Supported community involvement in the budget process and commended the Board for following budget committee recommendations.

Mr. Lawrence E. Walker, Sr., Mt. Hebron HS PTSA

- Spoke about the need for renovations to Mt. Hebron HS.
- Indicated that delaying the project will only cause greater cost in the future.

Mrs. Ellen Giles, Community Member

- Spoke in support of the Superintendent's proposed capital budget for FY 2008.
- Stated that the budget meets the needs of increasing enrollment and addresses aging infrastructures and long-deferred building maintenance.
- Supported the development of the feasibility study and a comprehensive facility inventory.

- Indicated the need for community dialog with the County Council and state legislators to increase funding.

Ms. Jennifer Toole, Swansfield ES PTA Member

- Requested Board support for a pathway behind Swansfield ES, at an estimated cost of \$19,000.
- Spoke about the successful walking programs at Swansfield ES.

Ms. Jennifer Mallo, Swansfield ES

- Requested support for the construction of the walking path behind Swansfield ES.
- Stated that benefits focus on health and wellness, reducing obesity, and reducing disciplinary referrals.

Ms. Roberta Kelly, Board of Directors, Harriet Tubman Foundation.

- Thanked the Board members for attending the Harriet Tubman Day celebration.
- Requested support from the Board for restoration of the Harriet Tubman School.

Work Session – FY 2008 Capital Budget and FY 2009-2013 Capital Improvement Program (CIP)

Highlights:

- FY 2008 Capital Budget Total - \$99,605,000.
- Cumulative total of the ten-year Long-Range Master Plan for FY 2008-2017 - \$837,201,000. (Includes \$537,639,000 in systemic renovations and modernizations to older buildings in addition to funds for major programmatic renovations and additions to existing school facilities and support facilities.)
- Cost for projects carried over from last year is 13.05 percent higher due to a construction cost increase from \$213.00 per sq. ft. to \$240.80, based on the Maryland State School Construction Formula.
- HCPSS is projected to enroll 2,148 additional students between 2007 and 2017.
- A total of 2,473 (grades 1-12) additional seats are provided from projects presented in the FY 2008 Capital Budget.
- Budget includes eight projects listed in previous capital improvement programs, which will reduce the use of temporary relocatable classrooms.
- One new project is included to provide additional parking at selected schools.
- Some capacities were adjusted as a result of a preliminary capacity utilization review -- a process that will continue throughout this school year.
- Three elementary projects have been deleted: additions to Manor Woods and Running Brook elementary schools and the expansion to include the modular as permanent capacity at Triadelphia Ridge ES.
- Conversion of two (grades 1-5) classrooms for one kindergarten classroom at West Friendship ES and three Regional Early Childhood Center (RECC) classrooms to relieve displaced kindergarten classes needed for the full-day kindergarten program are added to the full-day kindergarten budget.

- Glenelg HS addition is scheduled for December 2007 due to the delays experienced in obtaining the septic system permit. The auditorium renovation project remains scheduled for completion in 2008.
- Funding for the old Cedar Lane renovation project is requested in this budget to cover additional space for HCPSS and to provide planning and construction money for a community center consisting of 15,000 new square feet. This joint use space will be designed with community and Department of Education input.
- The Educational Specification Modernization/Equity Implementation program is reemphasized in this capital budget. The program will have two components: a needs assessment survey of all existing schools in relation to the current educational specifications, and a facility survey that will assess the physical condition of the building and its components (plumbing, electrical, HVAC, etc.). A ranking index will be prepared to assist the Board in future decision-making.
- Systemic renovations illustrate a new order, three additional projects, and a bid history formula used in place of the state formula for systemic renovations.
- Increased funds are requested for technology infrastructure. These funds are to continually update and refresh the network and security infrastructure, facilitate MSDE-mandated online assessments, and include planning funds to migrate the Data Center to a new, more secure and efficient location.

Dr. Cousin emphasized that this modest budget represents a percentage increase of approximately 13 percent, based on the state's formula, which reflects increased construction costs. He pointed out that the challenge is to ensure that HCPSS has the funding to meet the needs of the school system and to find a sustainable way of funding projects in the future. He stressed the importance of working diligently with county and state representatives to ensure that adequate funding is provided at both the state and local level and noted the negative impact of deferring projects.

Discussion:

Board members and staff discussed the following topics:

- Dance space for Centennial and Hammond high schools - Alternative solutions, including the possible use of modular units.
- Harriet Tubman Building/Warehouse/Maintenance Facilities - Renovations and relocation issues.
- Utilization of a relocatable/modular unit at Triadelphia Ridge ES.
- Faulkner Ridge and Bushy Park facilities.
- Swansfield ES walking path.
- Permanent full-day kindergarten space.
- Technology funding.

Mr. Ray Brown pointed out that this preliminary budget is developed for the sole purpose of submitting a capital budget request to the state. Approval of this request is scheduled for October 3, 2006. The Board will formulate its own budget request for submission to the County Executive and County Council in February.

Minutes

Board members agreed to defer approval of the minutes of September 7, 2006, until the next Board meeting.

Adjournment – The meeting was adjourned by the Chairman at 9:33 p.m.