

# MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

**November 8, 2007**

The Board of Education of Howard County held a regularly scheduled meeting on November 8, 2007, 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:

Diane B. Mikulis, Chairman  
Frank J. Aquino, Vice Chairman  
Lawrence H. Cohen  
Sandra H. French  
Ellen Flynn Giles  
Janet Siddiqui, M.D.  
Andrew Gavelek, Student Member

Sydney L. Cousin, Superintendent, Secretary/Treasurer  
Patti Caplan, Director, Public Relations  
Florence Jackson, Recording Secretary

Chairman Diane Mikulis called the meeting to order at 4:02 p.m., and Charles Zhuang, River Hill High School student, led the group in the Pledge of Allegiance.

## **Public Forum**

Mr. Steve Lucchesi and Mrs. Cindy Ardinger addressed the Board with their concerns about the planning process for the Mt. Hebron High School renovation and recommended that the Board require the committee to comply with Policy 6020.

## **Approval of Agenda**

*Action:* Mr. Aquino moved approval of the agenda. The motion was seconded by Mrs. French and approved by the members of the Board (7/0).

## **Superintendent's Report**

Dr. Cousin reported on his attendance at the Technology Visioning Event and on the fiscal challenges the school system faces in the FY09 budget development.

Dr. Cousin congratulated Marriotts Ridge High School Principal Patrick Saunderson as this year's recipient of the Washington Post's Distinguished Educational Leadership Award. He also congratulated students Philip Sandborn of Wilde Lake High School and Sarah Kamel of Centennial High School, who are semifinalists in the Siemens Competition in Math, Science and Technology.

Dr. Cousin reported that the State Board of Education recently changed some of the requirements related to the High School Assessments. He asked Mr. Robert Glascock, Assistant Superintendent, Curriculum, Instruction and Technology, and Dr. Theresa Alban, Executive Director of Strategic Planning, Assessment and program Evaluation, to provide a brief summary of the State Board's decision.

Mr. Glascock, reported the major change the State Board made was to move from a minimum score determination to a combined score option, which really provides greater opportunities for the students to be successful on the assessments. As a result of the change in requirements, Policy 8030, Graduation Requirements, will need to be revised. It is staff's intent to bring a proposed revision, limited to this issue, to the December 13, 2007, Board meeting. A public hearing could be held on January 10, 2008, with action at the same meeting.

Dr. Alban, reported unless a student fails the HSAs twice, then he or she will not be eligible for the Bridge Plan. Questions have been raised about the Bridge Plan and the State Board has agreed to use it, although details have not yet been worked out. Clarification will be made at the Maryland Assessment Group Conference scheduled for next week.

Mr. Glascock added that HCPSS is a model county for the Comp HSA and has been asked to help in the transition from the Comp HSA to the Bridge Plan.

### **Student Representative's Report**

Mr. Charles Zhuang, Mr. Gautum Rao, and Ms. Karla Wang, River Hill HS students, reported on the River HS Energy Audit Pilot Program that was started this past September. The purpose of the program is to:

- Inform the community of their current energy consumption.

- Provide resources on how to make changes.
- Educate the community on ways to reduce energy consumption and how to make wiser choices.
- Help to reduce global warming.

### **Board Members' Reports**

Mr. Gavelek reported that he and Mr. Plunkett will be taking thirty five Howard County students to the High School Leadership Conference at UMBC. The theme this year is Communication. Workshops will be provided by the Maryland Leadership Workshop.

Mrs. Mikulis introduced Mrs. Rosemarie Dennison, the new Ombudsman for HCPSS.

### **Consent Agenda – Restricted**

Bids and Contracts; Staff Personnel; Secondary Administrative Promotion; Minutes of Closed Meetings of October 24, 25, & 29, 2007 (Official and Confidential).

*Action:* Dr. Siddiqui moved approval of the Restricted Consent Agenda, as amended. The motion was seconded by Mr. Aquino and approved by the members of the Board (6/0\*).

Bids and Contracts – Approved by the Board.

#### Purchasing Bid Recommendations

P-1	West End Service, Inc.	\$113,927
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#### Full-Day Kindergarten Additions – Phase 5, Group B Award Recommendation

- |   |                               |             |
|---|-------------------------------|-------------|
| • | 1A – General Construction     | \$1,048,400 |
| • | 15A – Plumbing and Mechanical | 343,100     |
| • | 15B – Fire Protection         | 156,000     |
| • | 16A – Electrical              | 167,000     |

	Total	<u>\$1,714,500</u>
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## Architects and Construction Managers for New Projects

<u>Project</u>	<u>Firm</u>	<u>Fee</u>
Centennial Lane E. S. Additions	SMG Architects (A/E) Dustin Enterprises (CM)	\$228,630 \$512,864
All-Day Kindergarten Phase VI Additions	TCA Architects (A/E) J. Vinton Schafer & Sons	\$920,000 \$640,000
Glenelg H.S. Auditorium Additions and Renovations	Smolen/Emr Assoc. (A/E) J. Vinton Schafer (CM)	\$394,574 \$300,000
Waverly E.S. Phase II Additions	Architectural Solutions (A/E) J. Vinton Schafer (CM)	\$202,796 \$426,000
Mt. Hebron H.S. Additions and Renovations	Smolen/Emr Assoc. (A/E) J. Vinton Schafer (CM)	\$2,624,410 \$2,200,000
ARL Greenhouse Replacement	Smolen/Emr Assoc. (A/E) J. Vinton Schafer (CM)	\$115,867 \$100,000
Clarksville E.S. Additions and Renovations	Banta/Campbell Architects (A/E) Dustin Enterprises (CM)	\$151,500 \$311,225
All-Day Kindergarten Phase V Additions	TCA Architects (A/E) J. Vinton Schafer (CM)	\$910,000 \$762,000
Old Cedar Lane Community Additions and Renovations	* TCA Architects (A/E) Dustin Enterprises (CM)	\$120,000 \$100,000

\* Feasibility study fee

Staff Personnel – Approved by the Board.

**Resignations-Violation of Contract**

<u>Name</u>	<u>School</u>	<u>Grade or Subject</u>	<u>Reason</u>	<u>Years in Howard County</u>	<u>Effective Date</u>
Rhea, Tammie	MHMS	Reading	Dissatisfied	2 weeks	10/12/07

**Resignations**

<u>Name</u>	<u>School</u>	<u>Grade or Subject</u>	<u>Reason</u>	<u>Years in Howard County</u>	<u>Effective Date</u>
Dixon, Joe	MHHS	Spec. Ed.	Promotion	11.0	10/22/07

Approved – November 29, 2007

Wolk, Amy	JHES	Occ. Therapist	Relocation	4.2	11/01/07
Worth, Amy	Fr. Leave	Elem. Ed.	Family Obligations	6.0	06/30/07

### Contracts

<b>Name</b>	<b>Grade or Effective School</b>	<b>Subject</b>	<b>Place of Last Teaching Assignment</b>	<b>Grade/ Step</b>	<b>Effective Date</b>
Balimtas, Robin	LWES	ELE	Anne Arundel Co.	C-10	10/15/07
Chiarella, Mia	JHES	ELE	--	A-01	10/10/07
Crivelli, Steven	CMS	ELE	Private School	A-02	09/19/07
Dieringer, Jr. Douglas	RHS	CSC	--	A-01	10/15/07
MacLeod, Jessica	RHHS	WLA	Cuyahoga Falls, OH	A-02	10/01/07
Manley, Maura	HCMS	SPE	Baltimore County	C-13	10/08/07
Nesala, Charlene	MHMS	RDG	Anne Arundel Co.	C-03	10/16/07
Oppenheimer, Nicolle	THES	ELE	Highland Park, NJ	D-06	10/09/07
Smith, Patricia	HMS	GUI	Anne Arundel Co.	C-04	10/10/07
Spiro, Enkelejda	VES	MUS	--	A-01	10/08/07

### Leaves of Absence

<b>Name</b>	<b>Grade or School</b>	<b>Subject</b>	<b>Reason</b>	<b>Years in Howard County</b>	<b>Effective Date</b>
Clopton, Nina	SFES	Music		13.3	11/15/07
Streit, Sherri	PMS	Reading		20.3	11/19/07

### Retirement

<b>Name</b>	<b>School</b>	<b>Grade or Subject</b>	<b>Years in Howard County</b>	<b>Effective Date</b>
Hansen, Susan	PRES	Pre-Kindergarten	25.0	11/01/07
Mackey, Deborah	OMMS	Social Studies	35.2	11/01/07
Wilson, Margaret	SFCS	Resource Teacher	29.0	07/01/07

Minutes of Closed Meetings of October 24, 25, & 29, 2007 (Official and Confidential) – Approved by the Board.

Secondary Administrative Promotion – Approved by the Board.

Mrs. Wise, Assistant Superintendent, School Administration, recommended the appointment of Mr. Dale Castro, formally a guidance counselor at River Hill HS, to the position of Assistant Principal at Atholton High School.

## Consent Agenda – General

Financial Reports: School Construction Reports; Operating Budget Monthly Report; Donations; Minutes of the October 25, 2007 (Regular Meeting).

*Action:* Mr. Cohen moved approval of the Consent Agenda. The motion was seconded by Mr. Gavelek and approved by the members of the Board (7/0).

Financial Report - Construction Report – Accepted by the Board.

Financial Report - Operating Budget Monthly Report – Accepted by the Board.

Donations – Approved by the Board.

Bushy Park ES: PTA, in the amount of \$22,746, designated for the purchase of computers for the new school.

Mayfield Woods MS: PTA, in the amount of \$817, designated for the "Gayle Danley, Slam Poet" Cultural Arts Program.

Atholton HS: Globecomm Services Maryland, LLC, in the amount of \$862, designated for cheerleading mats.

Boosters, in the amount of \$4520, (\$3000) designated for athletic jackets and (\$1520) for golf team bags.

PTSA, in the amount of \$2000, designated to assist with expenses for a presentation by Dr. Michael Fowlin.

Target, in the amount of \$622, designated for the purchase of an LCD projector.

Centennial HS: Boosters, in the amount of \$6080, (\$3480) designated for the Model UN Program and the girls and boys basketball teams, and (\$2600) for SAT prep class expenses.

PTSA, in the amount of \$1000, designated to assist with presentation fees of a speaker for an assembly program.

Hammond HS: Giant, in the amount of \$1346.78, designated for the PTSA 2008 After-Prom Party.

Kick Off Club, in the amount of \$700, designated for the purchase of shoulder pads and team helmets for the football team.

Long Reach HS: Boosters, in the amount of \$2500, designated for the following: (\$1000) to assist with the purchase of SMART Board for classroom uses, (\$500) for warm up suits and a ball cage for the boys' basketball team, (\$500) for football equipment, and (\$500) for volleyball equipment.

Ms. Sharon Johnson, in the amount of \$500, designated for the purchase of soccer equipment for the girls' soccer team.

Howard County Bruins Youth Football, in the amount of \$500, designated for the football team.

Mt. Hebron HS: Target, in the amount of \$654.54, designated for the purchase of LCD projectors.

Marriotts Ridge HS: PTSA, in the amount of \$1000, designated for payment to Ray Sydnor, a motivational speaker.

Reservoir HS: Ellicott City Lions Club, in the amount of \$1000, designated to assist with team trip expenditures for the cross-country team.

Premier Soccer Potential, in the amount of \$1500, designated for the purchase of soccer equipment for the girls' soccer team.

PTSA, in the amount of \$3000, designated to help defray the cost of agenda books.

River Hill HS: Boosters, in the amount of \$4700, designated for the following athletic teams: (\$750) for warm-up suits for the cross-country team, (\$850) entry fees for the wrestling team, (\$1500) field hockey uniforms, (\$1000) football jerseys, and (\$600) uniforms for the POMS Squad.

PTSA, in the amount of (\$4500), (\$3000) designated for Teacher Web and Teacher Ease Site Fees, and (\$1500) for the purchase of academic pins and letters.

Wilde Lake HS: Christopher and Letitia Aitken, in the amount of \$950, designated to assist with expenses for field trips taken by students in sociology.

Ravens ACT Foundation, in the amount of \$2000, designated for the purchase of athletic equipment.

50+ Expos, in the amount of \$1000, designated for staff appreciation.

Minutes of October 25, 2007 – Approved by the Board.

## **Proclamation: In Honor of Veterans**

*BOARD OF EDUCATION OF HOWARD COUNTY*

# **PROCLAMATION**

IN HONOR OF

VETERANS DAY  
NOVEMBER 11, 2007

**WHEREAS** Veterans Day was established in 1954 by an Act of Congress as a day to honor American veterans for their patriotism, love of country, and willingness to serve and sacrifice for the common good; and

**WHEREAS** in 1918 the armistice between the Allied nations and Germany was declared on the eleventh hour of the eleventh day of the eleventh month to end the hostilities of World War I; and

Approved – November 29, 2007

**WHEREAS** between 1938 and 1954, the nation observed November 11 as Armistice Day, a legal holiday dedicated to veterans of the first world war and to the promotion of enduring peace through goodwill and mutual understanding between nations; and

**WHEREAS** Veterans Day serves to remind us of the immeasurable sacrifices made by past generations to preserve the freedoms we cherish; and

**WHEREAS** Veterans Day offers an opportunity to instruct current generations about the historical significance of the date and to acknowledge and honor the men and women who have served so valiantly on the seas, in the air and on foreign shores to preserve our heritage of freedom; and

**WHEREAS** the Howard County Public School System is fortunate to employ many veterans who have returned to civilian life and now serve the community through their work in education; and

**WHEREAS** these employees deserve our respect and gratitude for their military service and for the breadth of experience they bring to their current work.

**THEREFORE BE IT PROCLAIMED** that the Board of Education of Howard County salutes those men and women who have fought and those who have sacrificed their lives while serving our county; and

**BE IT FURTHER PROCLAIMED** that the Board of Education intends that this proclamation serve to launch meaningful activities in all Howard County public schools to honor American veterans, both living and deceased.

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**Diane Mikulis**, Chairman  
Board of Education of Howard County

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**Sydney L. Cousin**, Superintendent  
Howard County Public School  
System

November 8, 2007

*Action:* Mr. Cohen moved approval of the proclamation. The motion was seconded by Mr. Aquino and approved by the members of the Board (7/0).

A number of current employees and retired employees, that are veterans, attended the meeting and were recognized.

A moving powerpoint presentation prepared by Mr. Gavelek was presented in honor of all American veterans and members of the United States Armed Forces.

## **Proposed School Calendar, 2008/2009**

*Presenter:* Mrs. Patti Caplan, Director of Public Relations.

Mrs. Caplan presented the proposed instructional calendar for the 2008-2009 school year. Recommendations from the Calendar Committee include a start date of August 19 for teachers and August 25 for students. Winter Break is proposed for December 24 through January 2. Spring Break is proposed for April 6 through April 13. The last day of school for 2009 is slated for June 15.

The proposed calendar will be posted on the school system website for public review. The Board will hold a public hearing on the calendar on January 10 and take action on January 24, 2008.

*Discussion:*

Board members expressed approval to the Calendar Committee for planning a Professional Development Day on the official "Take Your Child to Work Day," which is the fourth Thursday of April. Due to the low attendance in schools on this day, this change will be piloted in school year 2008-2009.

The MSTA convention dates are not set by the HCPSS but by the MSTA office.

Graduation dates are not yet set for the 2008-2009 school year.

Mrs. Mikulis pointed out that the public hearing for the 2008-2009 school calendar will be on January 10, 2008. The public is invited to come to express any comments before the Board adopts the calendar at the January 24 Board meeting.

## **Communication & Public Engagement Plan Study Group**

*Presenters:* Mrs. Mamie Perkins, Chief of Staff; Mrs. Sue Mascaro, Director, Staff Relations; Mrs. Patti Caplan, Director, Public Relations; Dr. Terry Alban, Executive Director, Strategic Planning, Assessment, and Program Evaluation.

Staff reported on the development of a strategic Communication and Public Engagement Plan for the school system. Last year, the Chief of Staff and the Deputy Superintendent convened a study group

to review the system's current communication and public engagement practices.

That Communication and Public Engagement Study Group identified "best practices" among exemplary programs in Maryland, identified gaps in current practices, and made recommendations. The work of the group along with information gathered through a formal communication audit conducted by National School Public Relations Association was used to develop a two-phase strategic plan.

The plan is designed to increase the capacity of the school system to positively and proactively communicate with, market to, and engage its various internal and external stakeholder groups. The plan's high leverage strategies include identification of marketing needs and tools, expansion and strengthening of system communication vehicles, targeted training for employees, and ongoing assessment and evaluation of all communications programs and activities.

*Discussion:*

Mr. Cohen inquired on the status of revamping of the Public Information Office. Dr. Cousin responded that there is money in the budget for this revamping and recommendations will be coming in the future for the Board's consideration and approval.

Mr. Glascock pointed out that as part of the new student information system, the parent teacher communication vehicle is going to be standardized and phased into all schools over time. Board members voiced their positive approval on the changes that can already be seen and for the upcoming changes that will be implemented. Dr. Cousin stated the purpose of this plan is to increase communication between the school system and the citizens of the community.

### **Scheduling**

The Board scheduled an upcoming meeting.

### **Policy 7020 – Nepotism**

*Presenters:* Mr. Kirk Thompson, Director, Human Resources; Ms. Ellen Miller, Specialist, Policy and Charter Schools.

Mr. Thompson highlighted the revisions that were made to Policy 7020 – Nepotism. The changes recommended include:

- Refocusing the policy statement and adding a purpose statement to address issues beyond initial hiring and to establish a context of conflict of interest/ethical behavior.
- Replacing the concept of primary/secondary relationships with direct supervision, evaluation, or discipline.
- Reflecting current practice by adding a requirement to consider the policy when making assignments, transfers, and promotions.
- Broadening a standard related to marriage to include relationships and living arrangements, consistent with the definition of "immediate family member."
- Moved language from procedures into policy.
- Rescinded the existing procedures as no longer necessary.

*Discussion:*

Board members expressed their concern over some of the wording that is currently in the policy. Minor changes are recommended including refocusing the policy statement and adding a purpose statement to address issues beyond initial hiring and to establish a context of conflict of interest/ethical behavior. Revisions reflect current practice by codifying the requirement that provisions of the policy be considered when making assignments, transfers, and promotions.

The Board will hold a public hearing on Policy 7020 on December 13, 2007, with action scheduled for January 10, 2008.

### **Policy 9100 – Educational Program for Pregnant Students**

*Presenter:* Dr. Craig Cummings, Coordinator, Alternative Education Programs; Ms. Ellen Miller, Specialist, Policy and Charter Schools.

Dr. Cummings reported that there was discussion as to whether a policy highlighting the requirement to provide educational services for this particular population is still needed. The committee determined that the need to communicate this requirement does still exist, particularly with regard to middle school populations. The committee further recommended:

- Reflecting current practice with regard to those educational services actually offered by the school system.

- Reflecting the system's commitment to support parenting as well as pregnant students through changes in the policy title, the policy statement, and a standard.
- Highlighting the requirement to divulge confidences regarding pregnancy.

*Discussion:*

Dr. Siddiqui expressed concern that the requirement for disclosure of information is not actually documented in the policy and suggested that a reference to disclosure be included. Mrs. French agreed with the need for clearer language. Mr. Aquino and Mrs. Giles acknowledged that confidentiality is a critical component of the policy and needs to be fully explained rather than referenced as part of another policy. Mrs. Miller stated that staff would work with Board liaisons to draft additional language to address concerns.

In response to Mrs. Mikulis, Dr. Cummings highlighted the success of the teen pregnancy and parenting program.

- Approximately 50 students are served every year through the outreach component, as well as the child care component offered at Wilde Lake HS.
- Graduation rate is over 90 percent for students who participate in the program.
- Some students remain in their home schools and continue their education with support provided by the program and the home school staff.

Board members agreed with the need to continue support for these students and to reinforce that they are part of the school community. Mrs. Mikulis pointed out that the supports provided are enabling students to be academically successful and graduate while still carrying out family responsibilities.

In response to Mr. Cohen, Dr. Cummings stated that the students who choose to seek the supports and benefits of the program at Wilde Lake HS receive child care that they may not have access to otherwise. The monthly stipend goes towards the purchase of supplies and materials for the babies and pales in comparison to what students would have to pay for private child care. The Wilde Lake HS program has space for up to 15 babies at any one time.

Mrs. Giles pointed out that the Board supports funding for this program (previously provided through social services) and takes responsibility for providing these students with an opportunity to graduate. Dr. Cummings noted that the operating budget provides funds for not only the teacher facilitator, but up to five child care workers, supplies and materials for the program, and school transportation for mothers and their children when they live out of district.

The Board will hold a public hearing on Policy 9100 on December 13, 2007, with action scheduled for January 10, 2008.

**Recess:** The meeting was recessed at 6:10 p.m. by the Chairman and reconvened at 7:30 p.m.

### **Public Forum**

There was no one present to address the Board.

### **Appointment – PTA Council of Howard County Monthly Report**

Ms. Mary Jane Grauso, President of the PTA Council, shared concerns related to the Mt. Hebron High School renovation planning committee process and asked for criteria for procurement of supplies and services.

### **Public Hearings**

Policy 9220 – Corporal punishment and 9200 – Discipline

No one was present to provide testimony.

Policy 9040 – High School Grievance Committee

No one was present to provide testimony.

### **Adjournment:**

*Action:* Mrs. Giles moved to adjourn the meeting at 7:40 pm. The motion was seconded by Mr. Cohen and approved by the members of the Board (7/0).

**Information Items:**

- A. Food and Nutrition Service Financial Report
- B. Annual Report – Policy 1030/Child Abuse and Neglect
- C. Integrated Pest Management Report

\*Under Section 3-701 of the Education Article of the *Annotated Code of Maryland*, the Student Member may not vote on these matters. Passage of a motion by the Board on these matters requires the affirmative vote of four (4) Board members.