

MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

July 10, 2008

The Board of Education of Howard County held a regularly scheduled meeting on Thursday, July 10, 2008, 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:

Ellen Flynn Giles, Vice Chairman
Lawrence H. Cohen
Sandra H. French
Patricia S. Gordon
Janet Siddiqui, M.D.

Sandra Erickson, Deputy Superintendent
Patti Caplan, Director, Public Relations
Barbara Bowers, Recording Secretary

Vice Chairman Ellen Giles called the meeting to order at 4:04 p.m., and Mr. Cohen led the group in the Pledge of Allegiance.

Public Forum

There was no one present to address the Board.

Approval of Agenda

Action: Ms. Gordon moved approval of the agenda. The motion was seconded by Dr. Siddiqui and approved by the members of the Board (5/0).

Superintendent's Report

On behalf of the Superintendent, Deputy Superintendent Mrs. Erickson welcomed 24 middle school students and four teachers from the Iksan School System in South Korea, who are participating in the Summer Cultural Exchange Program. She also reported on student enrollment in the school system's summer school program this year.

Board Members' Reports

Ms. Gordon announced that the Board would hold another "What Counts?" Session on November 11, 2008.

Consent Agenda – Restricted*

Appointment of the Ethics Panel Member – Mr. John Offley; Staff Personnel; Bids and Contracts; and Closed Meeting Minutes of June 12, and June 17, 2008.

Mrs. French reported that Mr. John Offley is being recommended to serve on the Ethics Panel. She thanked Mr. Offley for his previous five years of service and for agreeing to serve another five years.

Action: Dr. Siddiqui moved approval of the Restricted Consent Agenda. The motion was seconded by Mr. Cohen and approved by the members of the Board (5/0).

Appointment of the Ethics Panel Member – Mr. John Offley – Approved by the Board.

Staff Personnel – Approved by the Board.

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>
Ashburne, Cerise	CHS	English	Relocation	4.0	06/12/08
Baylin, Barbara	WAES	Elem. Ed.	Family Obligations	13.0	06/12/08
Bender, Philip	MHMS	Reading	Other Employment	3.0	06/12/08
Dantzler, Erin	GHS	English	Family Obligations	15.0	06/12/08
Dutton, Gregory	MWMS	Social Studies	Relocation	4.0	06/12/08
Durkan, Kimberly	JHES	Special Ed.	Personal	9.0	06/12/08
Ferguson, Elizabeth	Fr. Leave	Math	Family Obligations	5.0	06/30/08
Fraccica, Elizabeth	LFES	Special Ed.	Relocation	5.0	06/12/08
Gardner, Jennifer	DRES	Special Ed.	Relocation	6.0	06/12/08
Grayson, N. Jessica	GCES	Elem. Ed.	Other Employment	3.0	06/12/08
Hauf, Amanda	CCES	Special Ed.	Other Employment	3.0	06/12/08
Kozak, Jessica	LKMS	Special Ed.	Relocation	2.0	06/12/08
Miller, Shane	BWES	Elem. Ed.	Other Employment	3.0	06/12/08
Parke, Justin	OMHS	Science	Other Employment	10.0	06/12/08
Parrotte, Amanda	HHS	Foreign Lang.	Relocation	1.0	06/12/08
Phillips, Melissa	MHHS	Special Ed.	Other Employment	4.0	06/12/08
Rodowsky, Kelly	ReHS	Social Studies	Relocation	5.0	06/12/08
Sanders, Sandra	ReHS	English	Family Obligations	1.0	06/12/08

Sanford, Leah	PLES	Elem. Ed.	Relocation	3.0	06/12/08
Sherwood, Meghan	HSE	Elem. Ed.	Relocation	8.0	06/12/08
Yeboah, Jennifer	BBMS	English	Relocation	1.0	06/12/08
Zitko, John	AHS	Science	Personal	11.0	06/12/08

Charnee Bowens (6/26/08 Board Report) and Christianna Leffelman (5/8/08 Board Report) were previously approved for resignation. Their resignations have now been rescinded.

Contracts

<u>Name</u>	<u>Grade or Effective School</u>	<u>Subject</u>	<u>Place of Last Teaching Assignment</u>	<u>Grade/ Step</u>	<u>Effective Date</u>
Becker, Glorybeth	WLHS	MAT	Raleigh, NC	C-18	08/18/08
Berruz, Sophia	BSES	ELE	--	A-01	08/18/08
Blaise, Jill	CLES	ELE	--	C-01	08/18/08
Boggs-True, Laura	Unassign.	ELE	--	C-01	08/18/08
Brayer, Natalie	Unassign.	SPE	Pittsburgh, PA	B-15	08/18/08
Burton, Shannon	GHS	SPE	HCPSS – IA	A-03	08/18/08
Davey, Joshua	LRHS	SPE	Butler, NJ	B-07	08/18/08
Fick, Kara	OMHS	GUI	--	C-01	07/01/08
Fischer, Jason	LWES	ELE	--	A-01	08/18/08
Hennesie, Jennifer	RHHS	DAN	--	A-01	08/18/08
Hodgson-Clopein, Norda	RHHS	WLA (Spa)	Baltimore County	C-16	08/18/08
Hubbs, Valerie	EES	ELE	--	C-01	08/18/08
Hughes, Heather	Unassign.	ELE	--	A-01	08/18/08
Linstrom, Allycia	Unassign.	ELE	--	C-01	08/18/08
Liu, Yuanjun	CHS	SCI	Prince Georges County	C-12	08/18/08
Martin, Nicole	Unassign.	ELE	Baltimore City	C-07	08/18/08
Mindel, Matthew	HoHS	GUI	--	C-01	07/01/08
Nelson, Christine	Unassign.	ELE	--	C-01	08/18/08
Plummer, Anna	Unassign.	ELE	--	A-01	08/18/08
Pohlhaus, Elizabeth	HSES	SLP	--	C-01	08/18/08
Rees, Mary Beth	GCES	SLP	HCPSS (.4 SLP)	C-12	08/18/08
Richardson, Kimberly	MWMS	GUI	Prince Georges County	C-07	08/18/08
Shuang, Jay	Unassign.	ELE	Private School	C-02	08/18/08
Shuman, Angela	MHMS	GUI	Marietta, GA	C-16	08/18/08
Song, Catherine	Unassign.	ELE	--	A-01	08/18/08
Thomas, Susan	GCES	ELE	--	C-01	08/18/08
Tonguino, Claudia	MHHS	WLA (Spa)	--	A-01	08/18/08
Trzesinski, Randi	OMHS	MED	--	D-01	08/18/08
Vaughn-Smith, Matthew	Unassign.	ELE	--	A-01	08/18/08

Leaves of Absence

<u>Name</u>	<u>Grade or School</u>	<u>Subject</u>	<u>Years in Howard County</u>	<u>Effective Date</u>
Calamarie, Evelyn	IES	Elem. Ed.	2.0	08/18/08

Cameron, Catherine	SJES	Special Ed.	2.0	08/18/08
Feldman, Denise	HSES	SLP	4.5	08/18/08
Igla, Lori	THES	Elem. Ed.	7.0	08/18/08
Lee, Laurel	RES	Media	20.0	08/18/08
Leland, Erin	GHS	English	4.0	08/18/08
Nguyen, Francesca	EES	Elem. Ed.	5.0	08/18/08
Shin, Eva	DRES	Elem. Ed.	7.0	08/18/08
Walker, Kelly	LOS	Elem. Ed.	4.0	08/18/08
Warner, David	OMHS	Social Studies	5.0	08/18/08
Waugaman, Jennifer	IES	Elem. Ed.	6.0	08/18/08

Retirements

<u>Name</u>	<u>School</u>	<u>Grade or Subject</u>	<u>Years in Howard County</u>	<u>Effective Date</u>
Cephas, Judith	PVMS	GT	32.0	07/01/08
Dzubak, Cheryl	BMMS	Reading	21.8	07/01/08
Harrison, Yvonne	WOES	Principal	35.0	07/01/08
Lippert, Sandra	MRHS	Special Ed.	7.0	07/01/08

Bids and Contracts – Approved by the Board.

<u>Exhibit</u>	<u>Description</u>	<u>Amount</u>
P-1	MODULAR CLASSROOM UNITS FOR MT. HEBRON HIGH SCHOOL Bid results were not available at this time. Bids are due July 7 with a recommendation to follow	\$1,870,532
P-2	ATHLETIC SCOREBOARDS Bid results were not available at this time. Bids are due July 7 with a recommendation to follow	\$53,183
P-3	PAVING PLAYGROUND AREA – HAMMOND MIDDLE SCHOOL A.G. Parrott Co.	\$39,600

<u>Action</u>	<u>Description</u>	<u>Vendor/Agency/Contract</u>	<u>Amount</u>
PR-1	School and Administrative Copiers Provides for high volume Océ copying at all schools and offices. Replaces current units with upgraded machines featuring scanning and USB port access	Océ Maryland State Contract #001B7900139 Expires 10/12/2011	\$855,900/year

PR-2	Web enabled publishing allows for automated development of Capital budget publishing via a remotely hosted licensed software.	Limehouse Software The City of Plano, Texas Effective: 05/09/2007	\$40,000/initial set up \$8,050/year for licensing
------	-------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------	-------------------------------------------------------

Closed Meeting Minutes of June 12 and June 17, 2008 – Approved by the Board.

Consent Agenda

Donations; School Construction Report; and Minutes of May 27, 2008 - Adoption of the FY 2009 Operating and Capital Budgets, FY 2010-2014 Capital Improvement Programs, and Beginning Teachers' Salary (Step 1).

Action: Mrs. French moved approval of the Consent Agenda as presented. The motion was seconded by Dr. Siddiqui and approved by the members of the Board (5/0).

Donations – Approved by the Board.

Ellicott Mills MS: Giant A+ Bonus Bucks, in the amount of \$1,807.68, designated for student activities.

Mayfield Woods MS: PTA, in the amount of \$500, designated for student scholarships.

Giant, in the amount of \$621.79, designated for student activities.

Atholton HS: Drama Boosters, in the amount of \$680, designated to assist with the expenses of the Cappies Gala.

Centennial HS: PTSA, in the amount of \$500, designated to assist with the expenses of the GT Mentor reception.

Boosters, in the amount of \$14,234, designated for the following athletic teams:

(\$4,200) volleyball team, (\$3,348) boys cross country team, (\$1,386.25) field hockey team, (\$799.75) boys soccer team, (\$1,500) girls soccer team, and (\$3,000) football team.

Glenelg HS: Boosters, in the amount of \$24,030.50, (\$10,648.60) designated for the following: calculators, Texas Instruments TI presenters, sheet music, portable CD players, World Language AP exam guides, 9th grade orientation and awards expenses, a guest speaker for the 9th grade, printers for department offices and a class set of Time magazines, and (\$9,581.90) designated for the purchase of equipment and uniforms fall and weight room equipment, (\$3,800) designated to assist with expenses for the SAT Prep Class.

Long Reach HS: Boosters, in the amount of \$678, designated for the purchase of cheerleading mats.

Mount Hebron HS: Ahold Financial Services, in the amount of \$529.61, designated for the purchase of a LCD projector.

Oakland Mills HS: Ahold Financial Services, in the amount of \$2,358.91, designated for the purchase of audio visual supplies, computer cables, printer toner cartridges, DVD drives and computer memory sticks.

Reservoir HS: Northrop Grumman, in the amount of \$1,000, designated to promote math programs in high school and subsequent interest in engineering.

Wilde Lake HS: A+ Bonus Bucks, in the amount of \$3,236.66, designated to support student academic achievement.

School Construction Report – Accepted by the Board.

Minutes of May 27, 2008 - Adoption of the FY 2009 Operating and Capital Budgets, FY 2010-2014 Capital Improvement Programs, and Beginning Teachers' Salary (Step 1) – Approved by the Board.

Administrative Appointments

Presenter: Mrs. Sandra Erickson, Deputy Superintendent.

Mrs. Erickson recommended to the Board the staff appointment of Ms. Kathleen (Woody) Swinson from Position Control Specialist to Budget Director.

Action: Mrs. French moved approval of the staff appointment of Ms. Swinson to Budget Director. The motion was seconded by Mr. Cohen and approved by the members of the Board (5/0).

Mrs. Erickson recommended to the Board the staff appointment of Dr. Terry Alban from the Executive Director of Strategic Planning, Assessment, and Program Evaluation to Chief Operating Officer.

Action: Mr. Cohen moved approval of the staff appointment of Dr. Terry Alban to the position of Chief Operating Officer. The motion was seconded by Ms. Gordon and approved by the members of the Board (5/0).

Mrs. Erickson recommended to the Board the staff appointment of Ms. Lisa Davis, Instructional Facilitator for Early Childhood Programs to Coordinator of Early Childhood Programs.

Action: Ms. Gordon moved approval of the staff appointment of Ms. Lisa Davis to the position of Coordinator of Early Childhood Programs. The motion was seconded by Dr. Siddiqui and approved by the members of the Board (5/0).

New Student Information Management System – Approval/Contract

Presenters: Mr. Tom Miller, Executive Director, Instruction & Business Technology; Mr. Jose Stevenson, Director, Office of Information Technology; and Mr. Doug Pindell, Purchasing Officer.

On August 4, 2007, HCPSS issued a Request for Proposal (RFP) to solicit bids from qualified firms to obtain a Student Information Management System (SIMS) and related services. Currently, HCPSS uses Pearson Education's Student Management System (SMS) and MacSchool software for enrollment, attendance, and scheduling. A suite of locally developed applications for grading and reporting at the

high school level are also used in the system. The new SIMS will replace these tools.

According to Mr. Stevenson, implementation of the new SIMS will begin at the elementary school level. Working with a group of elementary schools, the new SIMS will be tested intensely to validate functional requirements as well as training and documentation requirements. Once this initial phase is successfully completed, more schools will be added to test connectivity (network bandwidth, access speed, etc.) requirements. The goal is to have all elementary schools in the new system as quickly as possible in the 2008/2009 school year. A middle school and a high school will also be included during this initial phase. Barring any major implementation problems that may extend the timeline, middle and high schools will be brought into the new system by the end of the 2009/2010 school year.

At the same time, a Steering Committee will be established to assist with the development of a communication and governance plan. Additionally, a project manager will be hired this school year to help coordinate the implementation of the X2 Aspen Student Information Management System.

Mr. Scott Keasey, Wicomico County School System, reported that Wicomico County has been using the X2 Aspen SIMS for five years now and has been very pleased with system.

Discussion:

Mrs. French asked what the payment cycle would be for SIMS. Mr. Pindell explained that the funding would be coming from the Capital/Technology budget as follows: \$680,000 will be paid the first year; \$390,000 will be paid the second year; and \$507,500 would be paid the third year. He added that after the third year, the school system would move into the maintenance phase, and the pre-established annual maintenance fee is \$432,000 per year.

Mr. Cohen asked what kind of protection is in place for HCPSS. Mr. Pindell explained that no system is perfect, and the contract will be designed to handle certain failures. He added that the project manager will be involved with the evaluation process on a continuous basis. Mr. Stevenson added that X2 Corporation will identify a person to be the project manager on their site so the two managers are continuously talking and making sure that things are working properly.

Ms. Gordon inquired about training and support the X2 Corporation would provide. Mr. Stevenson said that along with the several sessions his staff devoted to training and support, the qualifications of the trainers and the types of training that would be offered were closely monitored.

Dr. Siddiqui asked if the cost of implementation covered the entire school system. Mr. Stevenson said that once the payments are completed, everything will be covered.

Mr. Richard Dwyer, President of X2 Corporation, stated that this has probably been the most rigorous process the company has ever been involved in. His presence at the meeting was a show of their commitment to the success of the project. He commended Mr. Stevenson and his team for an incredible selection process. He also thanked Mr. Stevenson and his team for selecting X2 Corporation and said that he is looking forward to working with HCPSS.

Action: Ms. Gordon moved approval of the selection of the X2 Aspen Student Information Management System from the X2 Development Corporation. The motion was seconded by Mr. Cohen and approved by the members of the Board (5/0).

Policy Adoption Schedule for 2008-2009

Presenter: Ms. Ellen Miller, Policy/Charter School Specialist.

Ms. Miller reported that Policy 2020 - Policy Development and Adoption requires that the Superintendent provide to the Board each July a schedule of proposed policy development activities for the following school year. The proposed schedule reflects a six-year review cycle, resulting in an annual revision list of approximately 15 policies.

In FY 2008-2009, 18 policies were looked at in committee. Twelve policies had major revisions, two new policies were developed, and four policies were rescinded. There are approximately 30 policies remaining to be reviewed. It is recommended that Policy 9240 – Student Use and Possession of Tobacco Products be brought forward in the schedule and reviewed in conjunction with Policy 1050 – Tobacco-Free Environments due to their similar themes. New policies added to the schedule are a records retention policy and a new policy to specifically address bullying, intimidation, and harassment in response to action

taken in the last legislative session. Staff also recommends the following:

- Delay Policy 7040 – Abuse of Alcohol and Other Noncontrolled Substances by Employees until next year, to be reviewed in conjunction with Policy 7050 – Prohibition of Illegal Drugs and Drug Paraphernalia for Employees.
- Delay Policy 9080 – Interscholastic Athletic Activities until next year, to be reviewed in conjunction with Policy 7120 – Coaches and Advisors of High School Extracurricular Activities.

The FY 2009 schedule as proposed would include committee review of 16 major areas of policy work, plus some additional minor revisions. The FY 2010 schedule would accommodate committee review of the remaining 15 policies. At that point, the Board would have completed the review of all policies in the past six years and would be ready to start the cycle again.

Discussion:

Mrs. French asked if Policy 1050 – Tobacco-Free Environment was still needed. Ms. Miller stated that the committee will be taking a look at Policy 1050 and will bring back a recommendation to the Board.

Mrs. French asked if professional attire under Policy 7030 - Employee Discipline would be addressed. Ms. Miller said that would occur during the charter process. She added that she has asked Mrs. Mascaro to work with HCAA and HCEA to put together some dress guidelines.

Action: Mrs. French moved adoption of the action plan regarding the proposed policy schedule, which adds and deletes or defers certain policies. The motion was seconded by Mrs. Giles and approved by the members of the Board (5/0).

INROADS: An Assessment & Accountability Data Mart

Presenters: Dr. Terry Alban, Chief Operating Officer, and Mr. Andrew Raith, Coordinator of System Performance Reporting.

The Internet Repository of Accountability Data Systems, or INROADS, is designed as an assessment data mart, which supports school administrators, teachers, and Central Office staff members with their requests for easily accessible testing and assessment data that can be sorted and viewed in simple formats. The project began in

March 2007, under the direction of Mr. Raith, with the support of Ms. Zhang, the Data Reporting Specialist.

INROADS includes reports that present system, school, and individual student data for state testing programs, local assessment programs, and Goal 2 indicators (suspension and attendance). It also features a series of graphical representations of Goal 1 and Goal 2 data known as dashboards. The latest addition to INROADS includes School Improvement Plan templates to simplify the data reporting components of these plans for school-based administrators.

There are currently two data collection tools housed within INROADS - the On/Above/Below (OAB) designations in reading and mathematics for elementary and middle school students, and the Electronic Database of Interventions (EDI) to capture the interventions being provided to students performing below grade level in reading and mathematics. All elementary and middle schools use the OAB tool, while EDI was piloted with four elementary schools and two middle schools during the 2007-2008 school year.

INROADS has evolved throughout the year in response to feedback from the users for additional reports or enhancements to existing features. Professional Development opportunities have been provided for some users, but more training will occur in the next school year. INROADS will continue to evolve to support schools and programs in reaching their goals by using a continuous improvement process.

Discussion:

Mrs. Giles asked what the anticipated roll-out for the non-piloted schools would be. Dr. Alban said that during the August meetings, Principals will be asked if they would like to volunteer their school to expand the pilot program.

Ms. Gordon asked at what point a prediction can be made regarding whether or not a student will pass or fail. Mr. Raith said that a model can be built with different types of data, and some models will make predictions better than others. The model used to look at local assessment data in the first three quarters of the year gave a 97 percent predictive rate for whether or not a student would pass the HSA. He added that the more data that is put into the model, the more refined the model will be.

Mrs. Erickson explained that these are tools for the teacher and that the teacher can usually tell where the gaps are in a student's performance. By seeing this gap, the teacher can look at different interventions that have been used and discuss which methods are most effective.

Presentation of the Design Development Concept Brochure for the Mt. Hebron HS Renovation

Presenters: Mr. Ken Roey, Executive Director, Facilities Planning and Management, and Mr. Jim Emr, President, Smolen-Emr + Associates Architects.

The Mt. Hebron HS Renovation and Addition planning continues at a very fast pace with a number of activities taking place since the finalization of the Schematic Design (SD). The SD package was submitted to the Maryland State Department of Education on April 24, 2008, and the project was approved to proceed into the design development phase on May 16, 2008. Site plans have been filed and approved in accordance with the County's "Red-Line" Site Development Plan process. A series of design meetings were held with Mt. Hebron HS representatives to review and incorporate changes to the plans and equipment plan layout for new and renovated spaces. Included in these meetings were reviews of the typical classroom layout, as well the layout of more specific spaces, including Technology Education, Music, Performing Arts, Physical Education and Athletics, Administration, Business Computer Management Systems, Health Suite, Special Education, Science, and the proposed new Art Education spaces. Several of the spaces reviewed were significantly modified from the plans presented in the SD, which was approved by the Board on April 10, 2008, including the science classroom modifications, main school entrance, and main gymnasium bleacher modifications (pages 30-35 of the brochure). These changes have been reviewed with both the Principal and community. The changes were well received and the design team continues to maintain an open dialogue with school staff. The overall project remains on schedule.

Discussion:

Mr. Emr explained that by redesigning the layout of the bleachers, optimizing the circulation patterns within the space and optimizing the width of the bleachers in the gym, the number of lost seating was reduced from 200 seats to 64 seats.

In response to Mr. Cohen, Mr. Roey explained that his staff has met with Mr. Ruehl, Principal of Mt. Hebron HS, and community representatives and the changes were well received. Mr. Ruehl will be the voice for the renovation for Mt. Hebron HS.

Mr. Roey explained that an outside consultant will assist in the recommendation of what the school system should install to support the current and the next generation of equipment regarding the integration of information technology. Because there is no guarantee that the current system will be efficient ten years from now, the consultant will help choose something that works for the school now and is complementary to the design already being used. Mr. Glascock added that this is an opportunity to look at creating a 21st century learning environment and not just an infrastructure.

Mr. Roey noted that there has always been a 25 percent goal in place regarding the minority business enterprise regulations. The Governor, head of public works, and other state officials have made it a major point of emphasis this year to see an increase in minority business participation in state public school construction contracts. He added that this is something that cannot be ignored, or a delay in awarding contracts or even loss of state funding could result.

Mrs. French asked about the constraints that lead to a 786 sq. ft. journalism room as opposed to a larger size room since 1,000 sq. ft. would be added to the English department. Mr. Roey explained that the building that would be left after demolition of the old English addition cannot be expanded by even a single extra square foot. Therefore, Mr. Emr said that rather than just providing seven additional classrooms and a larger yearbook room, eight additional classrooms plus the yearbook room (the equivalent of a ninth additional room) were added. Mr. Roey added that currently 67 teaching spaces exist, and at the end of the renovation, the total number of teaching spaces will be 71. In addition to the four increased teaching spaces, more adequately sized support spaces will also be provided.

Board members thanked Mr. Roey, Mr. Emr, and everyone involved for yielding the final design.

Action: Mrs. French moved approval of the design development documents as submitted. The motion was seconded by Mrs. Giles and approved by the members of the Board (5/0).

Community Notification of Maintenance Projects

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

Mr. Roey reported that in the past, public notification of nine-week systemic renovations and other maintenance projects was generally confined to working with school administration and the PTSA. All projects which are distinctly funded within Howard County's capital budget are vetted through the county's public hearing process, but projects within the systemic renovation project line can range from full blown summer renovations to piping replacements, and the level of impact to the community can vary widely. Community concerns raised during preparation for the Worthington ES renovation and Centennial Lane ES addition caused the school system to reevaluate the communication process. As a result, in March and April of 2008, community notice was provided by direct mailing to neighboring residents of Clemens Crossing ES and Waterloo ES inviting them to community meetings to hear plans for the upcoming summer renovations at the respective schools. In addition, a meeting was held with the Northfield ES PTSA prior to the approval of the project in the FY 2009 capital budget to explain the budget and planning process and answer questions. These meetings, coupled with the normal Planning Advisory Committee process, have helped address concerns of both community and staff members at an earlier stage, prior to the start of construction.

Up until 2007, due to the extreme schedule pressures associated with completing the summer renovations, school facilities took advantage of spring break to perform a variety of early-start activities, including asbestos removal projects. Through an improved long-range planning approach, the Risk Management Office was able to complete asbestos removal projects at both Clemens Crossing ES and Waterloo ES during the summer of 2007, minimizing disruption to the classroom environment. Asbestos removal projects from Mt. Hebron HS and Northfield ES are planned for the summer of 2008, in advance of planned renovations.

For those cases in which circumstances prevent the school system from postponing action until the summer, such as discovery of asbestos-containing materials during academic year construction work in areas previous not accessible, a thorough review process takes place with final approval for the project granted by the Superintendent. In the 2007-2008 school year, there were five

instances involving two schools (Glenelg HS and Longfellow ES) requiring emergency asbestos removal. School administration, the Public Information Office, and the Office of Safety, Environment, and Risk Management worked together to prepare the required public notification.

Presentation of the Design Development Construction Document Brochure for Eldridge ES Addition/Renovation

Presenters: Mr. Ken Roey, Executive Director, Facilities, Planning, and Management, and Mr. Christopher Lester, Principal, GVA Architecture.

The most significant areas of change are the modifications to the front of the building and the development of the front entrance area to the building. The project scope of work includes adding five classrooms (125 students) in grades 1-5; two kindergarten classrooms (44 students); and an expansion to the cafetorium, an entrance lobby expansion and a new music room. Additional support spaces such as storage areas, bathrooms, and teacher planning areas are included. These additions will provide classrooms to support an increased student population as well as support spaces.

Since the schematic design submission, the design team has made numerous refinements, including the addition of clerestory windows along the front of the building, widening the stair tower serving the classroom addition, fine tuning of student cubby areas to maximize visibility and increase classroom areas, and the provision of new windows in adjacent existing classrooms to compensate for the natural lighting lost as a result of the classroom addition.

Project alternates include:

- Widening the school entrance road.
- Extending the entrance canopy.
- Enlarging the stage.

The project remains under budget and on schedule for an August 2009 completion date.

Discussion:

Mrs. French asked if widening of the road was still in the budget and if parking would be allowed along the widened road. Mr. Roey stated that at this point the total project, including the widening of the road, is under budget. The widening of the road is scheduled to take

place at the end of the project, which is scheduled for August 2009, and due to school bus activity, parking along the sides of road will probably not be allowed.

Mr. Roey reported on the "green" features that will be incorporated into the school. An example he gave was that 80 percent of the floors in the entire school system are green products. He said that HCPSS is one of the very few school systems in the country that have gone totally to green floor products. Mr. Lester said that his company has been incorporating a tremendous amount of green design for quite some time. Examples include the use of recycled building materials and locally harvested materials such as:

- Flooring
- Acoustical tile ceiling
- Concrete block
- Steel
- Stone
- Glass
- Brick
- HVAC systems
- Lighting
- Exhaust systems

Dr. Siddiqui asked about the music rooms. Mr. Lester explained that the existing music rooms will remain as is because programmatically the rooms meet the requirements that are needed. The new music room can be used for programs other than music.

Action: Mr. Cohen moved to accept the Design Development Construction Documents for Elkridge ES addition/renovation. The motion was seconded by Dr. Siddiqui and approved by the members of the Board (5/0).

Scheduling

By consensus, the Board scheduled an appeal date for August 13, 2008.

Adjournment

Action: Ms. Gordon moved to adjourn the meeting at 6:58 p.m. The motion was seconded by Mr. Cohen and approved by the members of the Board (5/0).

Information Items:

- A. Food and Nutrition Service Financial Report
- B. Non-certificated Retirements
- C. Summary of the Accomplishments of the Class of 2008
- D. Results of Grade 2 Stanford Test Achievement Test for 2008

*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.

Please note that the Student Member was not present at the July 10, 2008, meeting.