

MINUTES OF THE BOARD OF EDUCATION OF HOWARD COUNTY

September 4, 2008

The Board of Education of Howard County held a regularly scheduled meeting on Thursday, September 4, 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:

Frank J. Aquino, Chairman
Ellen Flynn Giles, Vice Chairman
Lawrence H. Cohen
Sandra H. French
Patricia S. Gordon
Diane B. Mikulis
Janet Siddiqui, M.D.
Adejire Bademosi, Student Member

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

Chairman Frank Aquino called the meeting to order at 4:00 p.m., and Ms. Malena Silva, Marriotts Ridge HS student, led the group in the Pledge of Allegiance.

Mr. Aquino announced the passing of former Board member, Ms. Laura Waters. He noted her thoughtfulness, kindness, and positive contributions to HCPSS. Ms. Gordon also added comments about Ms. Waters and stated that she will be missed.

Public Forum

Ms. Nikia Humphrey, Education Support Specialist, Maryland Army National Guard, spoke about educational benefits available to high school juniors and seniors through the Army National Guard.

Approval of Agenda

Dr. Cousin noted the following changes to the agenda:

- Move: Information Item on the Update on the HCPSS Local Assessment Program to the Administrative Agenda, Item 5.G.
- Change: Quarterly Agenda, October-December 2008, to Item 5.H.

Action: Mrs. Giles moved approval of the agenda as amended. The motion was seconded by Mrs. Mikulis and approved by the Board (8/0).

Superintendent's Report

Dr. Cousin deferred his remarks to Item 5.B. School Opening - Discussion.

Student Member's Report

Ms. Bademosi spoke about her goals for the upcoming school year, including:

- Student involvement in the student government process.
- The importance for students to be leaders at a young age.
- Adding suggestion boxes in each school.

Student Representative's Report

Ms. Melina Silva, Marriotts Ridge HS, reviewed opening activities at Marriotts Ridge and goals for the upcoming school year.

Board Members' Reports

Dr. Siddiqui spoke about her visit to Centennial Lane ES and stated that she was pleased to see they had started the healthy snack program. The students are excited about this program, and the school year is off to a very good start.

Consent Agenda (Restricted*)

Staff Personnel; Bids and Contracts; Donations; School Construction Monthly Report; Minutes of Closed Meetings (Official and Confidential) of July 10, August 13, August 14, 2008.

The Closed Minutes were pulled for voting purposes.

Action: Mrs. Mikulis moved approval of the Restricted Consent Agenda, as amended. The motion was seconded by Mr. Cohen and approved by the Board (7/0*).

Staff Personnel – Approved by the Board.

Resignations-Violation of Contract

Name	School	Grade or Subject	Reason	Years in Howard County	Effective Date
Payne, Sarita	CRSL	Elem. Ed.	Relocation	4.0	06/12/08
Pearce, Jeffrey	HOHS	Tech. Ed.	Personal	1.0	06/12/08

Resignations

Name	School	Grade or Subject	Reason	Years in Howard County	Effective Date
Bartkus, Jenny	CHS	English	Promotion Other Co.	2.0	06/12/08
Dennison, Patrick	PMS	Math	Promotion Other Co.	5.0	06/12/08
Harris, Haleh	Fr. Leave	English	Personal	4.0	06/30/08
Hoelscher, Christine	ELMS	Spec. Ed.	Promotion Other Co.	4.0	06/12/08
Miner, Jennifer	GCES	Elem. Ed.	Family Obligations	1.0	06/12/08
Morgan, Connie	BPES	Elem. Ed.	Relocation	6.0	06/12/08
Murlin, Thomas	HAHS	English	Relocation	2.0	06/12/08
O'Donnell, Alyssa	HAES	Elem. Ed.	Relocation	3.0	06/12/08
Platt, Gerald	CLS	Spec. Ed.	Promotion Other Co.	15.0	06/12/08
Reigel, Samantha	GHS	Math	Personal	7.0	06/12/08
Rust, Amberlee	WLHS	English	Personal	6.0	06/12/08
Showers, Terri	MRHS	Science	Promotion Other Co.	13.0	06/12/08
Solomon, Judy	PRES	Elem. Ed.	Relocation	9.0	06/12/08
Sommerville, Ronald	MVMS	Phys. Ed.	Relocation	9.0	06/12/08
Story, Tracy	CCES	Elem Ed.	Relocation	1.0	06/12/08
Warco, Christine	ReHS	Spec. Ed.	Relocation	3.0	06/12/08

Contracts

Name	School	Grade or Subject	Place of Last Teaching Assignment	Grade/Step	Effective Date
Andrew, Kendra	PLES	ELE	--	C-01	08/18/08
Anderson, Elizabeth	CHS	SLP	HCPSS	C-18	08/18/08
Beaucage, Cassandra	CRS	SPE-RECC	HCPSS – IA	C-04	08/18/08
Bruning, Kathryn	LES	ELE	--	A-01	08/18/08
Buchoff, David	HWS	MAT	HCPSS	D-30	08/18/08
Burkowske, Amy	WaES	SPE	Private School	C-08	08/18/08
Capone, Elizabeth	RHS	SPE	Montgomery County	C-12	08/18/08
Capracola, Kelly	MHHS	MAT	--	A-01	08/18/08
Clawson, Kimberly	FRES	GT	Prince Georges County	C-17	08/18/08
Conover, Courtney	AHS	SPE	--	C-01	08/18/08
Dibler, Jack	RHHS	SCI	HCPSS	B-18	08/18/08
Donnelly, Jill	HWS	HEA/CRD	HCPSS – IA	A-03	08/18/08
Dymek, Matthew	PMS	TE	--	A-01	08/18/08
Eisner, Jaime	LWES	ELE	Montgomery County	C-04	08/18/08
Ferguson, Venice	HoHS	ENG	HCPSS	C-03	08/18/08
Fernande, Karen	WVES	ELE	--	C-01	08/18/08

Gaynor, Heather	DRES	ELE	--	C-01	08/18/08
Gebhardt, Dolores	NES/DMS	OT	Private Industry	C-05	08/18/08
Glanz, Jonathan	HCMS	SST	HCPSS – IA	C-05	08/18/08
Guaraldo, Elizabeth	MWMS	SST	--	C-01	08/18/08
Gupta, Udit	HoHS	MAT	--	D-01	08/18/08
Haube, Angela	CCES	ELE	Private School	C-18	08/18/08
Heinz, Patricia	BSES	ESOL	HCPSS	C-18	08/18/08
Held, Andra	CDC	OT	Private Industry	A-07	08/18/08
Helms, Gregory	LRHS	SCI	HCPSS	B-18	08/18/08
Herbers, Laura	HWS	SCI	Private School	C-02	08/18/08
Houston, Jeanette	WLHS	SPE	Lynchburg, VA	C-03	08/18/08
Jacob, Debra	SJES	ELE	Fairfax, VA	A-11	08/18/08
Jean, Timothy	WLMS	SCI	HCPSS	B-18	08/18/08
Jennifer, Jacob	HMS	ENG	HCPSS – IA	A-03	08/18/08
Jernigan, Brian	HoHS	TE	Denver, CO	A-07	08/18/08
Jester, Kathy	MHMS	RDG	Perry, FL	C-18	08/18/08
Jones, Cheryl	SES	ELE	--	A-01	08/18/08
Kagan, Omri	HaHS	MAT	--	A-01	08/18/08
Kovach, Natalie	CES/SES	ELE TECH	Private School	A-03	08/18/08
Liby, Ashley	BBMS	RDG	Private School	A-02	08/18/08
Linkous, Charlene	EMMS	MAT	--	A-01	08/18/08
Livesay, Stephanie	CO	PSY	Montgomery County	B-03	08/18/08
Nedege, Marc	VES	ELE	--	A-01	08/18/08
McClellan, Kristin	EES	ELE	Ashburn, VA	C-06	08/18/08
McDonough, Kelli	CHS	ENG	Baltimore City	C-02	08/18/08
Moyer, William	HMS	SCI	--	E-01	08/18/08
Murphy, Kathryn	LKMS	MAT	HCPSS	C-18	08/18/08
Nathaniel, Darnell	EMMS	SPE	Baltimore County	C-03	08/18/08
Nibbana, Kelsi	PVMS	RDG	Baltimore County	C-05	08/18/08
Overland, Corin	CHS	MUS	Honolulu, HI	D-10	08/18/08
Pearce, Jeannine	BBES	ELE	--	A-01	08/18/08
Phillips, James	AHS	BCMS	Golden, CO	C-17	08/18/08
Plank, Mary	BMMS	RDG	HCPSS – IA	A-10	08/18/08
Podson, Katie	HaHs	SPE	--	A-01	08/18/08
Retterer, Casey	OMHS	SCI	--	B-01	08/18/08
Robertson, Eugene	FQMS	WLA (Fre)	HCPSS	D-18	08/18/08
Roth, Nanci	HES	ELE	Baltimore City	C-06	08/18/08
Rothermel, Dana	CCES	SPE	Carroll County	C-06	08/18/08
Russell, Daniel	VES/WVES	MUS	--	A-01	08/18/08
Schwartz, Madelaine	LWES/FES	ESOL	Lima, Peru	A-11	08/18/08
Schwartz, Norman	RHHS	SST	HSPSS	C-18	08/18/08
Seas, Constantia	BMMS	MAT	--	C-01	08/18/08
Smith, Matthew	DMS	TE	Harford County	B-06	08/18/08
Soohey, Zachary	RES	MED	--	C-01	08/18/08
Sperow, Ashley	TSES	ECE	Private School	A-02	08/19/08
Stumm, Melissa	CLS	SPE	St. Mary's County	A-06	08/18/08
Swords, Elizabeth	WFES	ELE	--	A-01	08/18/08
Szmajda, Cassandra	WLHS	ENG	--	C-01	08/18/08
Tate, Arlene	WLHS	FACS	Ft. Lauderdale, FL	E-18	08/18/08
Tilden, Kay	GMS	MUS	HCPSS	B-18	08/18/08
Titford, Zachary	AHS	ART	Baltimore County	C-06	08/18/08
Toronto, Allyson	RHS	SPE	Washington, DC	C-11	08/18/08
Van Osdel, Amy	BPES	ELE	Private School	C-06	08/18/08
Ward, Candice	MWMS	MUS	--	A-01	08/18/08
Watkins, Donna	HaHS	SPE	Anne Arundel County	C-07	08/18/08

Wilson, Jennifer	EMMS	RDG/ENG	Prince Georges County	C-05	08/18/08
Wilson, Jessica	VES	ELE	--	A-01	08/18/08
Winston, Erin	WLHS	SPE	Aurora, NY	C-09	08/18/08
Zavage, Andrea	CMS	SPE	HCPSS	B-18	08/18/08

Name	Grade or School	Subject	Howard County	Effective Date
Eliasson, Nadia	MHHS	Forg. Lang.	17.0	08/18/08
Lubelczyk, Julia	FRES	GT Resource	18.0	08/18/08

Retirement

Name	School	Grade or Subject	Years in Howard County	Effective Date
Battaglia, Patricia	ELMS	Art	30.0	10/01/08

Bids and Contracts – Approved by the Board.

P-1	Kubota Tractor	\$78,475
P-2	On Call Concrete Services	\$60,000 annually
P-3	Request for Proposals for Supplemental Physical, Occupational, and Speech-Language Therapy Services	
	Accelerated Staffing Solutions	\$20,000
	Bilingual Therapies, Inc.	\$15,000 est.

Donations – Approved by the Board.

Special Education Dept: Anonymous Donor, in the amount of \$331,678 designated to enhance the Designing Quality Inclusive Education Project (DBIQ). Funding will support materials of instruction, workshop wages, and/or substitutes for professional development for staff and consultation positions for the project.

Oakland Mills MS: PTSA, in the amount of \$5,500, designated for the purchase of a school sign.

School Construction Monthly Report – Accepted by the Board.

Minutes of Closed Meeting (Official and Confidential) of July 10, 2008

Action: Mrs. French moved approval of the closed meeting minutes of July 10, 2008. The motion was seconded by Ms. Gordon, and approved by the Board (5/0/2*), with Mr. Aquino and Mrs. Mikulis abstaining, as they were not in attendance.

Minutes of Closed Meetings (Official and Confidential) of August 13 and August 14, 2008

Action: Mrs. Mikulis moved approval of the closed meeting minutes of August 13 and August 14, 2008. The motion was seconded by Mrs. Giles, and approved by the Board (5/0/2*), with Ms. Gordon and Dr. Siddiqui abstaining, as they were not in attendance.

Consent AgendaMinutes of Regular Meetings of July 10 and August 14, 2008; and Italian Textbooks.

The minutes of the regular meetings of July 10 and August 14, 2008, were pulled for voting purposes.

Italian Textbooks – Approved by the Board.

Minutes of Regular Meeting of July 10, 2008

Action: Mrs. Giles moved approval of the regular meeting minutes of July 10, 2008. The motion was seconded by Dr. Siddiqui, and approved by the Board (5/0/3), with Mr. Aquino, Mrs. Mikulis, and Ms. Bademosi abstaining, as they were not in attendance.

Minutes of Regular Meeting of August 14, 2008

Action: Mrs. Mikulis moved approval of the regular meeting minutes of August 14, 2008. The motion was seconded by Mrs. Giles and approved by the Board (6/0/2), with Ms. Gordon and Dr. Siddiqui abstaining, as they were not in attendance.

Administrative Appointment*

Mrs. Erickson announced the following administrative promotion:

<u>Name</u>	<u>From</u>	<u>To</u>
Sandra A. Keaton	Resource Teacher Elementary Language Arts, HCPSS	Language Arts Instructional Facilitator, HCPSS

Action: Mrs. French moved approval of the administrative promotion of Ms. Sandra A. Keaton from Resource Teacher, Elementary Language Arts, to Instructional Facilitator, Language Arts. The motion was seconded by Mrs. Mikulis and approved by the Board (7/0*).

School Opening

Presenters: Mrs. Mamie Perkins, Chief of Staff; Dr. Terry Alban, Chief Operating Officer; and Mrs. Linda Wise, Chief Academic Officer.

Mrs. Perkins and Dr. Alban reported on the range and volume of work that occurs over the summer months in preparation for the opening of school. The reports highlighted everything from teacher hiring to school construction projects. Each area chief provided data and little-known facts about how central services staff "spend their 'summer vacations'."

Discussion:

Board members thanked staff for all they had done to make the opening of school successful. Schools were very clean, friendly, and welcoming to the students and staff.

Mr. Cohen spoke about the differences between bureaucracy and infrastructure and noted that with everyone doing their job, it is evident that HCPSS is an infrastructure.

Mrs. French spoke about the wonderful visits to schools that all Board members experienced on opening day. Everything was extremely well prepared in the six different schools she visited.

Ms. Gordon thanked staff for sending out the family guides, which she finds extremely helpful. Mrs. Erickson said that the guides are handed out at Back-to-School night.

Mrs. Giles was in agreement with comments by other Board members and added that it was obvious that a lot of preparation was

involved for opening day. Mrs. Giles asked Mr. David Drown, Director of Transportation, for an update on the school system's bus service.

Mr. Drown stated that the Transportation Department tries to gain efficiency every year. This year is challenging due to the high cost of fuel, so bus routes are streamlined as much as possible. Bus contractors are paid according to how long and how far they are actually driving the bus. Also, attached to the mileage component is a formula that is based on the retail cost of fuel.

Mrs. Mikulis commented that she was pleased to see that the majority of new hires were teachers who had previous teaching experience.

Proclamation: National Hispanic Heritage Month

Mrs. Mikulis read the proclamation in support of National Hispanic Heritage Month.

BOARD OF EDUCATION OF HOWARD COUNTY
PROCLAMATION
DESIGNATING
SEPTEMBER 15 THROUGH OCTOBER 15, 2008
AS
NATIONAL HISPANIC HERITAGE MONTH

WHEREAS National Hispanic Heritage Month is a celebration of the people from twenty Spanish-speaking nations of Mexico, Spain, South and Central America, and the Caribbean; and

WHEREAS more than 44.3 million Americans are Hispanic, representing the nation's largest ethnic or race minority, Hispanics constituted 15 percent of the nation's total population; and

WHEREAS Hispanic Americans are at once, the oldest and newest immigrants to the United States, who trace their roots to the indigenous cultures of their homeland and the Spanish influence; and

WHEREAS Hispanic Americans have played an integral role in our nation's history and our country has benefited from their many contributions to the military, business, artistic, political, academic and scientific communities; and

WHEREAS all Americans, regardless of national origin, celebrate the vibrant Hispanic American spirit that influences our nation's art, music, food and faiths; and

WHEREAS the Howard County Public School System enjoys a beneficial relationship with Conexiones, a Hispanic community organization committed to making education more meaningful to our Hispanic community; and

WHEREAS National Hispanic Heritage Month provides an opportunity to express deep appreciation to the county's growing population of Hispanic Americans for their contributions to the Howard County Public School System; and

WHEREAS the theme for the National Hispanic Heritage Month for 2008 is "Getting Involved: Our Families, Our Community, Our Nation";

THEREFORE BE IT PROCLAIMED that the Board of Education declares September 15 through October 15, 2008 as National Hispanic Heritage Month in the Howard County Public School System; and

BE IT FURTHER PROCLAIMED that it is the intention of the Board that meaningful activities take place in all schools to acknowledge the achievements of Hispanic Americans and pay tribute to the diversity of the Howard County community.

Frank J. Aquino, Chairman,
Board of Education, Howard
County Public School System

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

Action: Mrs. Mikulis moved approval of the Proclamation in support of National Hispanic Heritage Month. The motion was seconded by Dr. Siddiqui and approved by the Board (8/0).

Proclamation: In Honor of Harriet Tubman Day

Ms. Gordon read the Proclamation in Honor of Harriet Tubman Day.

BOARD OF EDUCATION OF HOWARD COUNTY
PROCLAMATION
RECOGNIZING SEPTEMBER 13, 2008
AS
HARRIET TUBMAN DAY

WHEREAS, the Harriet Tubman Foundation of Howard County has designated September 13, 2008, as Harriet Tubman Day; and

WHEREAS, the Foundation established Harriet Tubman Day to honor the enduring legacy, which began at Harriet Tubman High School in 1949 and continues even today; and

WHEREAS, the events of the day are designed to pay homage to the outstanding educators of Harriet Tubman High School, who provided an educational environment that fostered scholarship and cultivated leadership; and

WHEREAS, the Harriet Tubman Building serves as both a monument to the pride and perseverance of Howard County's African American community and as a vestige of that community's fight for equality; and

WHEREAS, the Howard County Public School System is committed to providing an educational environment in which diversity and commonality are truly valued; and

WHEREAS, in keeping with this year's theme, "Uniting the Communities through Harriet Tubman," the Board of Education wishes to acknowledge the enduring significance of the Harriet Tubman High School to the entire Howard County community;

THEREFORE BE IT PROCLAIMED that the Board of Education supports the efforts of the Harriet Tubman Foundation to preserve this historically important facility and ensure its legacy lives on through future generations; and

BE IT FURTHER PROCLAIMED that this document be approved by the Board of Education of Howard County on this date and presented to the Board of Directors of the Harriet Tubman Foundation in recognition

of and appreciation for their efforts to preserve the heritage and spirit of Harriet Tubman High School.

Frank Aquino, Chairman,
Board of Education, Howard
County Public School System

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

Action: Ms. Gordon moved approval of the Proclamation Recognizing Harriet Tubman Day. The motion was seconded by Mrs. Mikulis and approved by the Board (8/0).

2009/2010 School Calendar - Preliminary Input

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

Mrs. Caplan presented the Charter for the establishment of the Instructional Calendar Committee, which will propose a calendar for the 2009/2010 school year. The presentation of the Charter provides an opportunity for the Board of Education to give input for the committee's consideration.

Discussion:

In preparation for the committee's work, Board members discussed items they would like the committee to consider. Among those items are:

- The length of spring and winter breaks.
- The effectiveness of using Take Your Child to Work Day as a professional development day.
- The importance of "front-loading" instruction before administration of the Maryland State Assessments.

Mrs. Erickson stated that curriculum coordinators, teachers, and principals have indicated their preference for holding the first professional development day on the Friday of the first week of school. The reason the schedule was changed this school year was because of accommodations that needed to be made due to the length of winter break. Mrs. Mikulis asked that the committee discuss this issue and provide the Board with the committee's assessment, including pros and cons of holding professional development day during the week before school starts as well as holding it during the first week of school.

In response to Dr. Siddiqui, Mrs. Caplan stated that PTA Council is very interested in getting more people from the local schools involved in the calendar process, which will hopefully provide more parental involvement. Dr. Siddiqui asked that committee discussions include issues regarding energy consciousness.

Mrs. Giles stated that she was glad to see that fall and spring teacher conferences would be reexamined, as well as the number of half days in the calendar and exam and quarterly assessment schedules. She noted the importance of not losing sight of the fact that the instructional calendar should be arranged in a way that best facilitates the delivery of instruction and not necessarily for convenience.

Mrs. French expressed agreement with Mrs. Giles and emphasized that everything else should be secondary to what is the best instructional calendar for students and for the delivery of the program most effectively before the administration of assessments. She indicated that it may be necessary to shorten spring break if that is the best way to go from good to great. She acknowledged the difficulty in developing the instructional calendar and expressed support for looking at the best way to provide as many full days of instruction prior to the administration of the Maryland State Assessments.

Mr. Cohen expressed agreement with Mrs. Giles and Mrs. French and asked how many jurisdictions in the county now have a shortened spring break. Mrs. Caplan stated that at least half of the counties in Maryland have shortened spring breaks and more are leaning in that direction.

Mr. Cohen also noted the importance of providing enough time over the summer for the work that is done in the schools due to renovations, etc.

Ms. Bademosi asked about allowing more than one secondary student to participate on the calendar committee. Mrs. Caplan stated that students who are interested are welcome to participate on the committee, and the proposed calendar will be presented to HCASC (Howard County Association of Student Councils).

In response to Mr. Aquino, Mrs. Caplan stated that parents have commented on the long winter break in the current year's calendar, noting difficulties with daycare and supervision issues because parents

do not have enough vacation time to take during the two-week break. This issue will definitely be considered during the calendar process.

Mr. Aquino asked for information on the relative degree of absenteeism on the first Friday of the school year due to the change in the professional development day. Mrs. Caplan agreed to provide the information to the Board. She also noted that a parent survey of spring break was conducted by both the PTA and the school system. Mrs. Giles indicated the need to reexamine the issue due to the demands on students and staff to meet ever-rising expectations and goals. She also noted environmental concerns and costs and noted the need to consider better marshalling of resources and better use of facilities, etc.

The 2009/2010 instructional calendar process timeline is as follows:

- November 6, 2008 – Board Report
- December 11, 2008 – Public Hearing (7:30 p.m.)
- January 8, 2009 – Board Action

Mrs. Mikulis emphasized to the public that they are also welcome to provide testimony via email in lieu of presenting at the public hearing.

Mrs. Caplan assured the Board that the school system will ensure that information regarding the proposed instructional calendar gets to all parents as well as staff.

“What Counts” Forum

Ms. Gordon provided background information on “What Counts.” She explained that the Maryland Association of Boards of Education (MABE) facilitates the forum. Howard County previously hosted a “What Counts” forum three years ago. It was a very successful event with approximately 150 people in attendance. This year’s forum will focus on the Operating Budget and will give community members an opportunity to learn about the Board’s Operating Budget and discuss budget priorities.

The “What Counts” Forum will be held on November 11, 2008, from 7:00 – 9:00 p.m. at the Homewood Center.

Update on the HCPSS Local Assessment Program

Presenter: Dr. Terry Alban, Chief Operating Officer.

Dr. Alban provided a brief update on the review process that has taken place over the past two years.

In 2006-2007, feedback from teachers during the Candid Conversations included many concerns about aspects of the Local Assessment Program. At the middle school principals' retreat in January 2007, issues about the local assessment program and suggestions were shared. The Department of Strategic Planning, Assessment, and Program Evaluation (SAPE) held focus groups with randomly selected teachers from each level and with curriculum coordinators in February and March 2007 to gather more specific feedback about the Local Assessment Program.

In the spring of 2007, the School Support Team (SST) met to discuss the feedback and develop an action plan. That action plan included establishing a high school work group to examine issues specific to the high school local assessment program and to make recommendations for the 2008/2009 school year.

The HCPSS Local Assessment Program includes over 100 assessments developed by Curriculum Coordinators and teachers. These assessments are given regularly in Grades 3-8 and for identified high school courses. The results of these assessments are aggregated centrally, and the data is provided to schools. The purposes of the Local Assessment Program are:

- To provide teachers and administrators with an objective measure of student performance on HCPSS curricular standards in order to provide consistency across the county (summative).
- To provide information to teachers to guide instructional decisions (formative).
- To provide students and teachers with a potential indicator of performance on state-mandated assessments (formative).

The Local Assessment Program is continuously refined to support changes in the state standards and feedback from teachers.

Discussion:

Mrs. French stated that she was not aware of the timeline for local assessment or creating assessments for gifted and talented

exams and content areas such as chemistry. She stated that she was very impressed by the level of detail in the report. She asked if consistent procedures have been established within a content area for use of the local assessment as part of a student's grade. Dr. Alban stated that discussion continues with high school principals on this topic.

Mrs. Giles commented that this is a wonderful description of the intent of the assessment, and Dr. Alban said that teachers teach to the curriculum, not to the test. The curriculum is aligned with state testing standards.

Ms. Gordon stated that High School Assessments are consistent and reflect the curriculum and what has been taught in the classroom.

Mrs. Mikulis referred to midterm exams and asked what standards determine the rigor of the tests. Dr. Alban responded that the committee decided they wanted to see more countywide midterms developed in order to have more consistency in the expectations for teachers.

Dr. Siddiqui asked what happens if a student fails an assessment. Dr. Alban explained that the local assessment is just one piece of information that schools consider. At the elementary and middle school levels, staff members are making determinations based on whether or not a child is performing on or below grade level. If any student is performing below grade level, the school will be developing a plan and providing support to that student.

Quarterly Agenda – October – December 2008

The following additions/changes were made to the Quarterly Agenda:

- October 21: Add Presentation of the County's Economic Outlook (after Consent Agenda) - Mr. Raymond Wacks, Budget Administrator for Howard County.
- October 21: Presentation of Long-Range Attendance Area Plans – Note to Public: This is not an Action item. This is to advise the community that areas are being looked at for 2010 adjustments.
- November 6: Add Legislative Committee and Policy Committee reports.
- November 6: Delete Attendance Area Plan Work Session.

- November 20: Add Information Item: Success of the Athletic Trainer and Teams – Mr. Mike Williams.

Policy 4060 – Third Party Billing - Charter

Presenter: Dr. James Walsh, Director, Special Education.

Dr. Walsh gave an overview of third party billing, including objectives and parameters of the committee. Also included on the committee will be a finance officer. This policy was last approved in 1995, so it is expected that there will be revisions.

Mr. Cohen asked how much is collected in third party billing. Dr. Walsh stated that the projected budget is about \$800,000.

Policy 7100 - Family and Medical Leave - Charter

Presenters: Mr. Kirk Thompson, Director, Human Resources, and Ms. Becky Salerno, Manager, Instructional Support/Employee Services.

Mr. Thompson noted that the committee anticipates minor updates to the terminology and updates for any legal changes. He noted that committee members also include staff from the benefits and payroll departments.

Policy 7130 - Substitute Teachers - Charter

Presenters: Mr. Kirk Thompson, Director, Human Resources, and Ms. Becky Salerno, Manager, Instructional Support/Employee Services.

Mr. Thompson stated that there would be updates in terminology and described a new online system for teachers to enter a request for a substitute. Committee members will be the same as those for Policy 7100 – Family and Medical Leave.

Discussion:

Mrs. French asked if other school system policies regarding substitutes will be reviewed. Mr. Thompson said yes. Mrs. French asked if the title will change to encompass all employees or will there be a section for each type of employee. Mr. Thompson stated that he would check on this. Mrs. French asked about training sessions for substitutes. Mr. Thompson said that a midyear training session will be

considered to review technology and any other new changes that may occur during the course of the year.

Policy 6030 Procurement of Architectural and Engineering Services

Policy 6040 Procurement of Construction Management Services

Presenter: Mr. Bruce Gist, Director, School Construction.

Mr. Gist reported that the recommended policy combines the two former policies into one: Policy 6030 - Procurement of Architectural/Engineering and Construction Management Services. Policy 6040 (Procurement of Construction Management Services) will be rescinded.

By combining the two policies, repetitious language and duplicate concepts are eliminated. Language has been added that allows the Director of School Construction to negotiate fees, removes specific directions regarding fee negotiations with firms, and removes dollar limits for capital improvement projects.

A public hearing on the proposed policy is scheduled for October 2, with action set for November 6, 2008.

Discussion:

Mrs. French stated that this is a very practical way to combine the two policies. She questioned why staff agreed on a minimum of three firms for the pool. She felt it would be more appropriate to have five or seven. Mrs. Fran Albert, Specialist, Policy/Charter Schools, said that while three is the minimum, they could certainly have as many as six. Mr. Aquino asked what the practical implications would be, and he suggested adding language stating that the pool would be as large as practical, to allow flexibility. Mrs. Giles suggested language that would state "not less than three."

Mr. Aquino stated that the Board will await input from the public.

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

Public Forum

Mr. Howard Lyles, Harriet Tubman Foundation, invited Board members to attend Harriet Tubman Day on September 13, 2008. He also thanked the Superintendent and others responsible for requesting funds for a new maintenance facility so that the Harriet Tubman Building could be converted for other use. Both the members of the Harriet Tubman Foundation and the citizens of Howard County suggested that the building be made available for use because of its historical background.

Presentation of FY 2010 Capital Budget and FY 2011-2015 Capital Improvement Program

Presenters: Dr. Sydney Cousin and Mr. Ken Roey, Executive Director, Facilities Planning and Management.

Dr. Cousin presented the recommended FY 2010 Capital Budget and FY 2011-2015 Capital Improvement Program (CIP). In introducing the \$125 million request for next year, he noted that a significant share of the increase is due to inflation as represented by the increase in state square foot costs. Major projects include the Mt. Hebron HS renovation, a new maintenance/warehouse facility, and a renovation/addition to the old Cedar Lane School facility. Also included in the FY 2010 request are an addition to Bellows Spring ES, a renovation/addition at Northfield ES, and dance studios at Hammond and Centennial high schools.

Dr. Cousin explained that the Capital Budget is presented at this time in order to accommodate deadlines associated with submission of the Capital Budget to the Maryland State Department of Education (MSDE).

The request for FY 2010 totals \$125,304,000. The five-year Capital Improvement Program request totals \$561,904,000. The Board will hold a public hearing on the budget request on Thursday, September 18, at 7:30 pm. A public work session and action are scheduled for Thursday, October 2, at 7:30 pm.

Mr. Roey explained that the FY 2010 budget started with the Feasibility Study, which is the basis for projects. A priority list will be presented to the Board in the near future for submission to the state. This list is not reflective of local priorities, but the process is mandated by the state.

Mr. Roey noted in the highlights that staff is focusing on addressing maintenance and modernization versus adding capacity. Almost the entire CIP is dedicated to maintenance and modernization. With the exception of the Northfield ES addition, all other projects are maintenance or modernization related.

Highlights of the FY 2010 Capital Budget include:

- Technology replacement and improvement plan.
- Dance Studio additions at Centennial HS and Hammond HS.
- Planning dollars for a 100-seat addition at Bellows Spring ES.
- New middle school out of long-range plan, new northeastern ES planned for FY 2017.
- Systemic Renovations.
- Maintenance/Warehouse facility replacement and Old Cedar Lane renovation projects.
- Triadelphia Ridge/Folly Quarter SBR (Sequencing Batch Reactor).

The FY 2010 numbers are \$251 per sq. ft. by IAC state formula. Over the past five years, buying power has steadily eroded as construction costs have increased, yet the Capital Budget in real dollars has been decreasing over time.

Next Steps:

- September 18 – Public Hearing and Work Session – 7:30 p.m.
- October 2 – Board Approval.
- October 6 - Submission to the state.
- November 3 – County Council to vote on the resolution to approve the budget for the state – 7:30 p.m.

Discussion:

Dr. Cousin noted that funding always falls short of the request, and projects must be deferred. Many of the projects in this request are ones that have been deferred in the past. The problem is that sources of funding are shrinking as the cost of projects increase. The level of local bonds has not been sufficient to keep pace with need. The transfer tax has increased a little, but excise tax funds are no longer available.

Mr. Brown explained that when the excise tax legislation was enacted, the county took on the position of using that new revenue stream to leverage selling bonds. So it frontloaded the amount of

bonds that would be available for school construction projects and used proceeds from the excise tax to carry the debt service on those bond sources, for those bond sales. Therefore, given where we are and the amount of bonds that have been authorized and have been sold, those future revenue streams are committed to paying off that debt service.

Appointment - PTA Council of Howard County (PTACHC)

Mr. John Hannay, PTACHC President, noted that members of the leadership positions are new to the council this year and a reorganizing effort is taking place. He mentioned the following five committees that are ongoing in the council:

- After-Prom Project Committee
- Curriculum Committee
- Family Involvement Committee
- Scholarship Committee
- Reflections Committee

Also being discussed are prioritizing activities and encouraging a talent bank to tap into the wealth of knowledge, information, and skills that is within the broad PTA network of the county.

Board members welcomed Mr. Hannay and expressed interest in a continuous dialog with PTACHC.

Scheduling

Board members confirmed dates for two upcoming appeals on October 1, 2008, at 3:30 p.m.

Adjournment: The Chairman adjourned the meeting at 8:15 p.m.

*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.