

Highlights of Changes to Policies and Implementation Procedures: 2016–2017 School Year

Policy 1030 Child Abuse and Neglect

Effective: September 8, 2016

The Howard County Board of Education adopted modifications to the policy on September 8, 2016. The modification updates language to respond to the Maryland State Department of Education directive within the definition of sexual abuse.

The policy was issued in a Circular Series 2016–2017, Circular No. 28 on September 23, 2016.

Policy 1050 Tobacco-Free Environment

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on April 6, 2017. The revisions to the policy specify criteria for maintaining a tobacco-free, smoke-free, and nicotine-free environment. The revisions also emphasize that HCPSS supports the use of cessation efforts for students and employees.

The revised implementation procedures specify how notification of this policy will be communicated and clarify the consequences for students, employees, and other individuals violating the policy.

Policy 1060 Bullying, Cyberbullying, Harassment, or Intimidation

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on June 8, 2017. The revisions to the policy include requirements that prevention and intervention strategies of bullying, cyberbullying, harassment, or intimidation will be presented to all students, Pre-K-12; school principals/supervisors will take action to protect victims regardless of how the alleged bullying is reported; hazing is added to the list of data that will be compiled, analyzed, and reported to the Board; and includes in the Responsibility section that HCPSS will provide annual professional development for employees and contract service providers on the substance of this policy.

The revised implementation procedures specifies all employees will complete professional development on how to respond to students, parents, employees, and service providers; requires principals to ensure a continuum of positive behavior supports as part of the schoolwide behavioral plan; provides an expectation that students, employees, and families may complete a Bullying, Harassment, or Intimidation Reporting Form or report an incident online without retaliation.

Policy 2010 Student Representation

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on January 12, 2017. The revisions to the policy include that Student Representatives will be from each high school and middle school in the HCPSS. The revision adds that all secondary principals are responsible for following the HCPSS standardized procedures for elections to both the nominating convention and the Student Member of the Board of Education.

The revised implementation procedures delineate the procedures for how a student can apply to be the Student Member of the Board of Education. The revision specifies the process of how the two candidates and two identified alternates will be selected to run for the position of Student Member of the Board of Education.

Policy 2060 Advisory Committees to the Board of Education

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy on January 12, 2017. The revisions to the policy statement clarify that the Community Advisory Council (CAC) is an established advisory committee. The revisions include that the Board will designate a Board member to serve as a liaison to CAC. Additionally, the Cultural Proficiency and Equity Advisory Committee (CPEAC) and the Special Education Committee Advisory Council (SECAC) were added to the list of groups invited to participate on advisory committees to the Board.

This policy has no implementation procedures.

Policy 3050 Records Management

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on June 8, 2017. The revisions to the policy provide standards for how the HCPSS records management program will be managed and maintained and align with state and federal laws and regulations. The revisions add requirements for Board members and school system officials to use the Records and Information Disposition Schedules (RIDS) as the systemwide tool to identify and maintain records and the Records Officer to serve as the liaison to the Howard County Records Management Division as well as the Maryland State Archives.

The revised implementation procedures includes general provisions for the records management program and delineates the procedures for managing the disposition of records. The revisions provide procedures for creating and maintaining HCPSS File Plans.

Policy 4060 Medicaid Reimbursement for Health-Related Services

Effective: August 18, 2016

The Howard County Board of Education adopted modifications to the policy on August 18, 2016. The modification consists of language regarding the use of electronic signatures for Medicaid billing.

The policy was issued in a Circular Series 2016–2017, Circular No. 27 on September 2, 2016.

Policy 4200 Meal Charges (New)

Effective: July 1, 2017

The Howard County Board of Education adopted the new policy and implementation procedures on May 4, 2017. The purpose of this policy is to outline how schools handle providing meals to students when payment cannot be collected at the point of service.

The implementation procedures include guidelines for the management of meal charges for all students.

Policy 6010 School Attendance Areas

Effective: January 26, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on January 26, 2017. Revisions to the policy include updates to the policy statement that reflect the need to consider equitable education opportunities, a balance capacity for all schools, and school populations when establishing attendance areas; measurable criteria for the following factors that are used when developing school attendance area adjustment: facility utilization, community stability, and demographic characteristics of student population.

Revisions to the implementation procedures provide a timeline for the long-range school facilities planning process and specify the composition of Attendance Area Committee (AAC) membership and the responsibilities of the AAC.

The policy was issued in a Circular Series 2016–2017, Circular No. 39 on February 17, 2017.

Policy 8200 Digital Education (New)

Effective: July 1, 2017

The Howard County Board of Education adopted the new policy and implementation procedures on January 12, 2017. The purpose of this policy is to specify criteria for the HCPSS digital education courses which will provide students equitable access to instructional resources and utilize technology to individualize learning. The policy provides expectations for course design and implementation, student eligibility and participation, and grading and reporting.

The implementation procedures specify how course availability can be accessed and provides requirements for student enrollment, attendance, and participation. Clarification is included on how a student will be graded and how grades will be reported.

Policy 9030 School-Sponsored Publications and Productions

Effective: March 9, 2017

The Howard County Board of Education adopted modifications to the policy on March 9, 2017. The modifications update language to align with amendments to the Annotated Code of Maryland, Education Article §7-121 (Student Journalist – Freedom of Speech and Freedom of the Press).

The policy was issued in a Circular Series 2016–2017, Circular No. 40 on March 20, 2017.

Policy 9090 Wellness Through Nutrition and Physical Activity

Effective: June 8, 2017

The Howard County Board of Education was provided modified implementation procedures on June 8, 2017. The modification to the implementation procedures adds language regarding food and beverages advertising and marketing.

The policy was issued in a Circular Series 2016–2017, Circular No. 47 on June 27, 2017.

Policy 9100 Educational Programs for Pregnant and Parenting Students

Effective: July 1, 2017

The Howard County Board of Education adopted revisions to the policy and implementation procedures on January 12, 2017. The revisions to the policy distinguish the requirements between a pregnant student who is over the compulsory school age and a pregnant student who is younger than compulsory school age.

The implementation procedures were revised to align student rights with The Annotated Code of Maryland, Health General Article, section 20-102. The revisions specify school counselors will inform students of all possible alternative pathways to graduation.

Policy 9230 Alcohol, Other Drugs, Prescription Medication and Over the Counter Products

Effective: June 8, 2017

The Howard County Board of Education was provided modified implementation procedures on June 8, 2017. The modification to the implementation procedures adds “imminent threat of serious harm”; it alters the penalty for a third offense for possession/use and a first offense for intent to distribute.

The policy was issued in a Circular Series 2016–2017, Circular No. 47 on June 28, 2017.

Policy 9240 Student Use and Possession of Tobacco Products (Rescinded)

Effective: July 1, 2017

The Howard County Board of Education rescinded the policy and implementation procedures on April 6, 2017. The protocols for Student Use and Possession of Tobacco Products have been incorporated into Policy 1050 Tobacco-Free Environment.

Policy 9270 Student Assault and/or Battery on Staff

Effective: June 8, 2017

The Howard County Board of Education was provided modified implementation procedures on June 8, 2017. The modification to the implementation procedures adds “imminent threat of serious harm” and alters the penalty for Battery II offenses.

The policy was issued in a Circular Series 2016–2017, Circular No. 47 on June 28, 2017.

Policy 9400 Student Behavior Intervention (New)

Effective: July 1, 2017

The Howard County Board of Education adopted the new policy and implementation procedures on June 8, 2017. The purpose of this policy is to define the process by which the Howard County Public School System (HCPSS) promotes positive behavior interventions to ensure the consistent use of exclusion, physical restraint, and seclusion as forms of student behavior interventions in schools and to ensure that the use is limited to necessary/critical situations.

The implementation procedures outline what is a Functional Behavior Assessment (FBA) and how exclusion, physical restraint, and seclusion will be implemented.

The Board of Education approved adding a “Reviewed” date of July 1, 2017, to the following policies:

Policy 4080 Disposition of Property

Policy 9290 Gangs, Gang Activity, and Similar Destructive or Delinquent Group Behavior