

Highlights of Changes to Policies and Implementation Procedures: 2017–2018 School Year

Policy 1000 Civility

Effective: July 1, 2018

The Howard County Board of Education adopted revisions to the policy and implementation procedures on May 3, 2018. The revisions to the policy set clear expectations for civil behavior between and among all HCPSS stakeholders and add repeated interruptive behavior to the list of unacceptable behaviors.

The revised implementation procedures requires that a process to communicate expectations for civil behavior be established for school administrators, central office/supervisory personnel, employees, all students, parents, service providers, and community groups.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 1010 Discrimination

Effective: August 18, 2017

The Howard County Board of Education was provided modified implementation procedures on August 17, 2017. The modification to the implementation procedures were mandated by the Office for Civil Rights to align with current practices.

The policy was issued in a Circular Series 2017–2018, Circular No. 15 on August 18, 2017.

Secondly, the Howard County Board of Education adopted revisions to the policy and implementation procedures on June 7, 2018. The revisions to the policy include a change of the policy title from “Discrimination” to “Anti-Discrimination”. The revisions specify an individual conducting an investigation of alleged discrimination will consult with the Equity Assurance Manager/designee, an investigation of alleged discrimination will commence within two working days of the report, and provides guidance on how to administer consequences for violations of this policy.

The revised implementation procedures require school-based administrators and supervisors maintain a school and work place culture where individuals may report alleged discrimination without fear of retaliation and school-based administrators provide notice of the outcome of the investigation in writing to the parties within thirty (30) calendar days of the receipt of the complaint.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 1060 Bullying, Cyberbullying, Intimidation, and Harassment

Effective: August 17, 2017

The Howard County Board of Education was provided modified implementation procedures on August 17, 2017. The modifications to the implementation procedures were made to align with current practices mandated by the Office for Civil Rights and included updating the reporting and investigating procedures. Criminal acts of cyberbullying reporting was added to Section VI.

The policy was issued in a Circular Series 2017–2018, Circular No. 15 on August 18, 2017.

Policy 3000 Religious Observances

Effective: July 1, 2018

The Howard County Board of Education adopted revisions to the policy on April 10, 2018. The revisions to the policy includes that the Board respects religious practices of not only students but also employees. They clarify that the essential curriculum, as defined by COMAR, cannot be waived for religious purposes except as provided in Maryland law and regulation.

The revised implementation procedures adds that staff will be notified in writing of the standards and implementation procedures of this policy and the list of religious holidays that are noted in the HCPSS Academic Calendar. Additional revisions require requests for dress code accommodations be made to the school principal/designee; a principal cannot prohibit a daily moment of silence in an individual classroom immediately following morning exercises; and specifies exceptions when the essential curriculum can be waived for religious reasons, per COMAR.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 3040 Technology Security

Effective: August 17, 2017

The Howard County Board of Education was provided modified implementation procedures on August 17, 2017. The modification to the implementation procedures adds Section III. Information Technology Accountability, to include physical inventory of information technology equipment will be completed on an annual basis.

The policy was issued in a Circular Series 2017–2018, Circular No. 15 on August 18, 2017.

Policy 3060 Student Data Governance and Privacy (new)

Effective: July 1, 2018

The Howard County Board of Education adopted new policy and implementation procedures on June 7, 2018. The policy establishes the criteria for HCPSS's collection and/or sharing of student data and requires that all contracts and agreements involving the processing of student data include specific student data privacy protections and hold vendors subject to HCPSS review for compliance.

The implementation procedures include the general provisions related to data authorization, data creation and collection, and the implementation of the student data governance and privacy program.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 4050 Procurement of Goods and/or Services

Effective: July 1, 2018

The Howard County Board of Education adopted revisions to the policy and implementation procedures on June 7, 2018. The revisions to the policy include that policy applies to all funds, including grants; requires solicitations for purchases of goods with a value over \$25,000; the Board and Superintendent will approve all contacts above the solicitation threshold; and that the Purchasing Office will encourage participation of locally-owned businesses and minority business enterprises in procurements.

The revised implementation procedures updates the criteria to determine the appropriate procurement method and adds that small and locally-owned and minority business enterprise goals will be established by the Purchasing Office.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 5100 Health Services

Effective: September 19, 2017

The Howard County Board of Education was provided modifications to the policy and implementation procedures on September 19, 2017. Policy 5100 was modified to align with The Annotated Code of Maryland, Education Article, §7-401, §7-411, and §7-426.5. The modifications provide guidance to staff regarding the HCPSS Overdose Response Program (ORP). Policy modifications can be found in Sections IV.D. and IV.E. Sections I.C. and IV. were added to the implementation procedures.

The policy was issued in a Circular Series 2017–2018, Circular No. 30 on September 20, 2017.

Policy 7080 Transfer of School-Based Administrators

Effective: December 7, 2017

The Howard County Board of Education was provided modified implementation procedures on December 7, 2017. The modification to the implementation procedures were made to align with current practices and can be found in Sections I.A., I.B., and II.A.

The policy was issued in a Circular Series 2017–2018, Circular No. 37 on December 19, 2017.

Policy 8030 Graduation Requirements
Effective: April 10, 2018

The Howard County Board of Education was provided modifications to the policy and implementation procedures on April 10, 2018. The modifications to the policy and implementation procedures were made to align with COMAR amendments adopted by the Maryland State Board of Education. The amendment replaces the science assessment for HSA Biology.

The policy was issued in a Circular Series 2017–2018, Circular No. 49 on May 18, 2018.

Policy 8040 Selection of Instructional Materials
Effective: July 1, 2018

The Howard County Board of Education adopted revisions to the policy and implementation procedures on January 11, 2018. The revisions require that all instructional materials including supplemental be approved using HCPSS established procedures and selection criteria and each curricular area to have a selection committee.

The revised implementation procedures specify the membership of the Curriculum Area Selection Committees and the Instructional Materials Criteria Review Committee (CRC) and how they are selected. Revisions also include guidelines for teacher-selected instructional materials.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 9000 Student Residency, Eligibility, Enrollment and Assignment
Effective: December 7, 2017

The Howard County Board of Education was provided modified implementation procedures on December 7, 2017. The implementation procedures were modified to reflect how the Superintendent will implement programmatic initiatives that were approved by the Board of Education on November 16, 2017. Section VII. was added to show these modifications.

The policy was issued in a Circular Series 2017–2018, Circular No. 37 on December 19, 2017.

Secondly, the Howard County Board of Education adopted revisions to the policy and implementation procedures on March 8, 2018. The revisions clarify HCPSS enrollment eligibility for students currently expelled or on an extended suspension from another school system, international exchange students, and programmatic initiative participants. The revisions also establish a directed open school designation standard. The revised implementation procedures updates student early admission requirements, JROTC procedures, and processes for student reassignment initiated by parents.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 9010 Attendance

Effective: September 19, 2017

The Howard County Board of Education was provided modifications to the policy and implementation procedures on September 19, 2017. Policy 9010 was modified to align with The Annotated Code of Maryland, Education Article, §7-301.1. Modifications specify that pregnancy and parenting needs for pregnant and parenting students are considered lawful/excused absences. Policy modifications can be found in sections III.G. and IV.G. The modifications to the implementation procedures can be found in Sections II.A.6. and III.C.

The policy was issued in a Circular Series 2017–2018, Circular No. 30 on September 20, 2017.

Policy 9080 Interscholastic Athletic Program

Effective: July 1, 2018

The Howard County Board of Education adopted revisions to the policy and implementation procedures on May 3, 2018. The revisions to the policy include that the HCPSS Interscholastic Sports Policies and Procedures Handbook will be reviewed and updated annually and will include recommendations for the Sports Medicine Advisory Committee (SMAC), the purpose for SMAC and Committee for Interscholastic Athletics (CIA), and that the Interscholastic Athletics Advisory Committee (IAAC) will serve as an advisory group for the interscholastic athletic program.

The revised implementation procedures adds non-school teams to the list of sports that are not in the HCPSS Interscholastic Athletic Program and includes that questions concerning the policy will be directed to the Superintendent/Designee.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 9100 Educational Programs for Pregnant and Parenting Students

Effective: September 19, 2017

The Howard County Board of Education was provided modifications to the implementation procedures on September 19, 2017. The implementation procedures were modified to clarify that pregnancy and parenting needs for pregnant and parenting students are considered lawful/excused absences and Section IV.F. and Section V. were added to these implementation procedures to align with The Annotated Code of Maryland, Education Article, §7-301.1.

The policy was issued in a Circular Series 2017–2018, Circular No. 30 on September 20, 2017

Policy 9200 Student Discipline

Effective: September 19, 2017

The Howard County Board of Education was provided modifications to the policy and implementation procedures on September 19, 2017. Policy 9200 was modified to align with The Annotated Code of Maryland, Education Article, §7-305.1. The modifications provide new

guidelines for suspending and expelling students enrolled in Pre-Kindergarten through Grade 2. The modifications to the policy can be found in Sections IV.J. and IV.K. The modifications to the implementation procedures can be found in Sections II.E., V.A., VII.A., VIII.A., and IX.A.

The policy was issued in a Circular Series 2017–2018, Circular No. 30 on September 20, 2017.

Secondly, on June 7, 2018, the Howard County Board of Education adopted revisions to the policy and implementation procedures. The revisions to the policy include steps for due process, alternatives to suspension, and expectations of School Resource Officers (SRO).

The revised implementation procedures includes school discipline dashboard data reports will be used when analyzing school discipline data and if a principal determines that a suspension is warranted, the student's parent will receive a letter that includes the reason and length of the suspension, appeal procedures, and a list of community resources.

The policy was issued in a Circular Series 2017–2018, Circular No. 6 on July 12, 2018.

Policy 9230 Alcohol, Other Drugs, Prescription Medication and Over the Counter Products
Effective: May 3, 2018

The Howard County Board of Education was provided modified implementation procedures on May 3, 2018. The modification to the implementation procedures were made to align with COMAR and increase the consistency in the implementation of consequences of possession. The modifications can be found in Sections II.A-B., IV. and V.

The policy was issued in a Circular Series 2017–2018, Circular No. 50 on May 18, 2018.