

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
Rockville, Maryland

May 15, 2019

MEMORANDUM

To: Members of the Board of Education

From: Jack R. Smith, Superintendent of Schools

Subject: The George B. Thomas Learning Academy, Inc. (04-09-19-04)

During the Board meeting on Tuesday, April 9, 2019, discussions with participants and the members of the Board brought forward four inquiries about topics of interest and concern related to The George B. Thomas Learning Academy, Inc. Responses to these inquiries are attached.

JRS:slh

Attachments

Copy to:

Dr. Navarro
Dr. Statham
Dr. Zuckerman
Mr. Civin
Dr. Johnson
Ms. Diamond
Mr. Turner
Mrs. Barkley
Mr. Song
Ms. Webb

The George B. Thomas Learning Academy, Inc. Follow-up Questions (04-09-19-04)

Board Meeting: April 9, 2019

During the George B. Thomas, Sr., Learning Academy, Inc., discussion, Board members requested the following information:

Question A

Ms. Tadikonda requested improvement data regarding the students who stay in the Saturday School program year-to-year versus those who attend classes on a less consistent basis.

Response

Staff in the Office of Shared Accountability currently is compiling the data. The information will be provided once complete.

Question B

Ms. Dixon requested information regarding the level of student attendance for the SAT preparation classes.

Response

The Saturday School SAT Prep program is offered at five locations. A total of 132 students are enrolled in these classes, with an average attendance rate of 70.8 percent. Many of the students participated in these classes through our partnership with the Achieving Collegiate Excellence and Success (ACES) program partnership with Montgomery College.

Saturday School SAT Prep Program		
Center	Participation	Attendance
Albert Einstein	30	80%
Gaithersburg	14	70%
Montgomery		
Blair	50	98%
Paint Branch	24	98%
Springbrook	14	85%

Question C

Ms. Dixon requested information regarding the schools of assignment for the students who attend the weekend program, especially those coming from elementary schools.

Response

Saturday School staff provide quarterly updates to directors and principals regarding the number of students enrolled in Saturday School by home school. Principals are charged with strategic promotion of Saturday School to enhance student performance on classroom- and district- and state-level assessments. The number of students enrolled by home school organized by director of learning, achievement, and administration in the Office of School Support and Improvement; area; and sector is presented in the attached chart (Attachment 1).

Question D

Mrs. Smondrowski requested information regarding the Interagency Coordinating Board (ICB) fees that are incurred by afterschool educational programs even when other ICB groups are using the facility.

Response

Chapter 44 of the Montgomery County Code establishes the ICB and generally provides for community use of public facilities, specifically including schools, as follows:

“It is the purpose of this article to achieve and maintain the following:

- a) Without interference with educational programs and activities or unless precluded by lease conditions between the board of education and private tenants under joint occupancy or similar arrangements, maximum utilization of gyms, playing fields, classrooms and other facilities of the Montgomery County public schools by public and nonpublic agencies, community groups and citizens generally throughout the county, toward the end that these public facilities serve the public on a year-round basis;
- b) Availability to actual and potential users of comprehensive and current information as to community activities and programs being conducted in school facilities and the conditions under which such facilities may be made available;
- c) Allocation and scheduling of facility space among users on an equitable basis;
- d) Improvement of coordination among common services utilizing school facilities;
- e) Identification of new and expanded facility use possibilities;
- f) Establishment of regulations for use, including fee schedules, replacement or repayment for damage to facilities and equipment and other necessary conditions for use; and
- g) Full consideration of community use factors in planning the construction or renovation of school facilities.
- h) It is the further purpose of this article to provide for maximum flexibility to communities and individual schools in the development of program activities in response to particular community needs.” (County Code Section 44-1).

ICB is charged in the County Code with responsibilities that include to “recommend fee schedules that the Council may adopt by resolution after receiving the recommendations of the Executive” [County Code Section 44-3 (a)(2)]. As a result, the fee structure for all community use of public facilities is governed by this section of the County Code, developed and recommended by ICB, and then reviewed by the county executive before final adoption by the County Council.

The fees are reviewed annually in the context of the operating budget processes at the County Council. Changes to that fee structure follow the same approval processes.

The fee structure overall is geared toward supporting the costs of community use for public facilities, including the public administration of the space, and is determined according to type of user and type of space. The current fee structure is attached for your reference (Attachment 2).

The Community Use of Public Facilities (CUPF), the operational arm of the ICB, is responsible for managing the rental of Montgomery County Public Schools (MCPS) schools, as well as other Montgomery County Government facilities. At a system level, MCPS participates in the overall governance structure through representation on the ICB. MCPS central services staff works with CUPF regarding school availability for community use due to construction and other facility issues, as well as to coordinate scheduling for systemwide priorities such as regional summer school. MCPS also has a Memorandum of Understanding (MOU) with CUPF that addresses a range of operational issues. MCPS central services staff currently is engaged with CUPF and County staff around issues such as security for community use, as well as others within the MOU. This engagement allows for an opportunity to review critical data around MCPS use and interactions with ICB and CUPF.

In January 2019, the Board was provided information on what community-use fees schools are and are not required to pay for events scheduled during non-school hours. This information is included in the following paragraphs for additional context.

For official MCPS activities and events, schools are not charged fees for the use of their school facilities with the exception of the cost for staff services, such as overtime cost when applicable. Schools pay CUPF for the cost of staff services when the official school activities are permitted through CUPF. On weekends and holidays, schools must pay for all staff services.

ICB fees for Saturday and Sunday usage range from \$23 per hour for a classroom to \$56 per hour for the kitchen and \$160 for an auditorium. Each additional classroom is \$20 per hour. Each of our centers utilize the kitchen for breakfast, cafeteria, and between 10 to 20 classrooms. This discounted rate is for Parent Teacher Association, Montgomery County Public Schools' Partnerships, and government entities. The George B. Thomas Sr., Inc. Learning Academy is charged this fee schedule regardless of other school-based or community entities simultaneously utilizing the school building.

During weekday evenings, building services staff members are scheduled to work at each school. School activities Monday through Friday rarely incur staff costs unless media services technicians, cafeteria staff, or additional building services staff are required. When schools hold large events in the evenings, additional staff may be required to support the activity and the cost for those staff services are paid by the school with Independent Activity Funds (IAFs).

Schools have the option to schedule facility use and pay for staff services through CUPF permits, or they may pay staff for overtime services through MCPS payroll. When schools pay for staff services through MCPS payroll, they pay the actual overtime cost for each employee.

When schools pay for staff services permitted through CUPF, they pay a flat rate for staff services based on the average overtime rate by position as follows:

CUPF Flat Rate for Staff Services	
Position	Staff Hourly Rate
Building services worker	\$30.50
Building attendant	\$30.50
Cafeteria worker	\$29.75
Media services technician	\$45.00
User support specialist	\$45.00
Security staff	\$33.50

MCPS does not budget operating funds to support independent school activities held on evenings or weekends. However, schools maintain IAFs to pay the costs of these activities.

If you have questions regarding enrollment and attendance at Saturday School, please contact Dr. Maria V. Navarro, chief academic officer, at 240-740-3040. If you have questions regarding Saturday School incurred fees for facilities, please contact Dr. Andrew M. Zuckerman, chief operating officer, at 240-740-3050.

FY19: OSSI Area Associate Superintendent Team Assignments

Area 1 of Supervision Mrs. Cheryl L. Dyson, Area Associate Superintendent	Area 2 of Supervision Dr. Darryl L. Williams, Area Associate Superintendent	Area 3 of Supervision Mrs. Diane D. Morris, Area Associate Superintendent
Area 1: Sector A Dr. Sarah E. Sirgo, Director of Learning, Achievement, and Administration	Area 2: Sector A Dr. Michael J. Zarchin, Director of Learning, Achievement, and Administration	Area 3: Sector A Mr. Eric A. Wilson, Director of Learning, Achievement, and Administration
John F. Kennedy HS-24, Downcounty Consortium Lee MS-27: Arcola-22, Glenallan-28, Kemp Mill-22 Argyle MS-19: Bel Pre-13, Georgian Forest-9, Strathmore-26 Col. Zadok Magruder HS-13 Redland MS-13: Cashell-11, Resnik-11, Sequoyah-9 Shady Grove MS-19: Candlewood-11, Flower Hill-3, Mill Creek Towne-13 Rockville HS-25 Wood MS-26: Barnsley-12, Flower Valley-9, Maryvale-29, Meadow Hall-27, Rock Creek Valley-19 Carl Sandburg Learning Center	Clarksburg HS-32 Neelsville MS-8: Daly-10, Fox Chapel-14, Rocky Hill MS-22: Clarksburg ES-9, Gibbs-11, Little Bennett-27 Hallie Wells MS-18: Cedar Grove-16, Wims-14 Sherwood HS-12 Rosa Parks MS-18: Belmont-1, Greenwood-4, Olney-18 Farquhar MS-11: Brooke Grove-7, Sherwood ES-2 Watkins Mill HS-8 Montgomery Village MS-8: Stedwick-36, Watkins Mill ES-12, Whetsone-26, South Lake-14	Montgomery Blair HS-63, Downcounty Consortium Eastern MS-11: Montgomery Knolls-36, New Hampshire Estates-3, Oak View-14, Takoma Park MS-24: East Silver Spring-36, Piney Branch-20, Takoma Park ES-7, Pine Crest-30 Bethesda-Chevy Chase HS - 15 Silver Creek MS-14: Chevy Chase-12, North Chevy Chase-4, Rock Creek Forest-17, Rosemary Hills-9 Westland MS-3: Bethesda-6, Somerset-2, Westbrook-1 Lathrop E. Smith Environmental Educational Center
Area 1: Sector B Dr. Peter O. Moran, Director of Learning, Achievement, and Administration	Area 2: Sector B Mrs. Michelle E. Schultze, Director of Learning, Achievement, and Administration	Area 3: Sector B Mrs. Jennifer L. Webster, Director of Learning, Achievement, and Administration
Winston Churchill HS-5 Cabin John MS-4: Bells Mill-2, Seven Locks-2 Hoover MS-6: Beverly Farms-1, Potomac-8, Wayside-1 Albert Einstein HS-10, Downcounty Consortium Newport Mill MS-7: Highland-2, Oakland Terrace-11, Rock View-13 Sligo MS-18: Glen Haven-17, Flora Singer-25, Woodlin-5 Richard Montgomery HS-16 Julius West MS-10: Beall-2, College Gardens-10, Ritchie Park-4, Twinbrook-9, Bayard Rustin-10	Quince Orchard HS-7 Lakelands Park MS-21: Brown Station-7, Carson-4 Ridgeview MS-11: Fields Road-6, Jones Lane-2, Marshall-8 Seneca Valley HS-12 McAuliffe-15, Ride-14 King MS-2: Lake Seneca-5, Waters Landing-19 Walter Johnson HS-9 North Bethesda MS-12: Ashburton-15, Kensington Parkwood-9, Wyngate-2 Tilden MS-20: Farmland-11, Garrett Park-16, Luxmanor-7 Blair G. Ewing Center (Alternative Education Program - 3 sites)	Northwood HS-29, Downcounty Consortium Silver Spring International MS-18: Forest Knolls-15, Highland View-19, Rolling Terrace-5, Sligo Creek-5 Wheaton HS-98, Downcounty Consortium Loiederman MS-26/Parkland MS-31: Brookhaven-19, Harmony Hills-19 Weller Road-9, Wheaton Woods-37, Shriver-11, Viers Mill-12, Thomas S. Wootton HS-11 Cold Spring-2, Stone Mill-3 Frost MS-0: Dufief-0, Fallsmead-1, Lakewood-4, Travilah-2 Thomas Edison HS of Technology
Area 1: Sector C Mr. Brian W. Scriven, Director of Learning, Achievement, and Administration	Area 2: Sector C Dr. Adrienne L. Morrow, Director of Learning, Achievement, and Administration	Area 3: Sector C Dr. Mary Jane Q. Ennis, Director of Learning, Achievement, and Administration
James H. Blake HS-57, Northeast Consortium Cloverly-7, Stonegate-15 Paint Branch HS-27, Northeast Consortium Banneker MS-40: Burtonsville-39, Fairland-16, Greencastle-38 Briggs Chaney MS-30: Galway-31, Page-7 Walt Whitman HS-5 Pyle MS-0: Bannockburn-4, Bradley Hills-2, Burning Tree-2, Carderock Springs-0, Wood Acres-1 Rock Terrace School Stephen Knolls School	Gaithersburg HS-7 Forest Oak MS-21: Goshen-19, Rosemont-32, Summit Hall-10, Washington Grove-7 Gaithersburg MS-19: Gaithersburg ES-8, Laytonsville-6, Strawberry Knoll-20 Northwest HS-18 Kingsview MS-15: Great Seneca Creek-16, McNair-20, Matsunaga-16 Darnestown-1, Diamond-16 Clemente MS-32: Clopper Mill-14, Germantown-12 Regional Institute for Children and Adolescents (RICA)- Longview School	Damascus HS-0 Baker MS-1: Clearspring-2, Damascus ES-1, Rockwell-0, Woodfield-0 Poolesville HS-1 Poole MS-0: Monocacy-1, Poolesville ES-0 Springbrook HS-29, Northeast Consortium Key MS-20: Burnt Mills-22 Cannon Road-14, Cresthaven-23, Drew-6, Nix-9 White Oak MS-17: Jackson Road-17 Leleck-14 Westover-10
Area 1 - Learning and Achievement Specialists	Area 2 - Learning and Achievement Specialists	Area 3 - Learning and Achievement Specialists
Miss Karen A. Adams Mrs. Melaika A. Brown Mrs. Barbara A. Friedlander Mrs. Susan S. Gordon Miss Catherine (Cat) E. Malchodi Mr. Jeffrey Mehr Mrs. Teresa A. Timmons Parrott Ms. Porsche Vanderhorst Miss Tia M. Washington	Mr. Charles Alexander Ms. Deborah A. Becker Miss Jennifer (Jenna) C. Bernard Mr. Andrew R. Bradshaw Ms. Joanna M. Dwin Ms. Gerry L. Edwards Mrs. Jennifer L. Loznak Ms. Norka M. Padilla Mr. Nang Tat (Darwin) Wong	Mrs. Vivian R. Aoun Mr. Chris A. Beers- Arthur Mr. William J. Bolin Mrs. Lindsey M. DaSilva Ms. Jenna G. Landy Christopher Love Ms. Janita I. Love Dr. Tia D. McKinnon Ms. Heather E. Yuhaniak

PTA, MCPS Partnerships and Government Entities				
Hourly Rates	Monday-Friday (1 hour minimum)		Saturday/Sunday/Holiday (3 hour minimum)	
Room Type	Before 6:00 pm	After 6:00 pm	First Room	Additional Rooms
				Simultaneous use
APR, Cafeteria, Other	\$10.50	\$12.50	\$24.00	\$20.00
Kitchen*	\$40.25	\$42.00	\$56.00	N/A
Gym	\$10.50	\$11.50	\$24.00	\$20.00
Classroom	\$7.00	\$8.50	\$23.00	\$20.00
5+ additional classrooms each. First room at regular rate				\$10.00
Auditorium*	\$147.00	\$157.00	\$160.00	N/A

Groups included in this category

- Public recreation classes, camps and activities (Montgomery County Recreation Department and municipal recreation departments of Takoma Park, Rockville, Gaithersburg).
- City, County, State, Federal and other government agency meetings/programs.
- MCPS partnerships with government agencies and universities for staff development after hours – specific contract provisions apply.
- PTA partnerships where PTA assumes all liability to include insurance, ADA and Civil Rights compliance for any sponsored groups.
- An administrative fee will be charged for field use. Note: MCCPTA insurance does not cover school based PTA programs with for-profit entities.
- PTA, MCPS Partnerships with Universities and Government Entities rates apply to MCPS partnerships. Schools assume all liabilities to include insurance, ADA and Civil Rights compliance for any sponsored groups. MCPS Partnerships with for-profit entities pay for profit rates.

Non-Profit Organizations, Community Groups

Hourly Rates	Monday-Friday (1-hour minimum)		Saturday/Sunday/Holiday (3-hour minimum)	
Room Type	Before 6:00 pm	After 6:00 pm	First Room	Additional Rooms
				Simultaneous use
APR, Cafeteria, Other	\$11.00	\$18.50	\$40.00	\$20.00
Kitchen*	\$41.00	\$48.00	\$56.00	N/A
Gym	\$11.00	\$17.00	\$40.00	\$20.00
Classroom	\$7.00	\$8.50	\$32.50	\$20.00

5+ additional classrooms each. First room at regular rate				\$10.00
Auditorium*	\$147.00	\$157.00	\$160.00	N/A

Groups included in this category

- Non-profit organizations
- Informal community groups, e.g., garden clubs, informal/local sports groups, etc. formed for non-profit purposes.
- Informal Users - Not for personal gain.
- Non-County businesses, groups and individuals not located and/or serving Montgomery County will be charged an additional administrative fee: \$25.00 per day on weekdays; \$50.00 per day on weekends and holidays.

For Profit Organizations

Hourly Rates	Monday-Friday		Saturday/Sunday/Holiday	
	1 Hour minimum		3 Hour minimum	
Room Type	Before 6:00pm	After 6:00pm	First Room	Additional Rooms
				simultaneous use
APR, Cafeteria, Other	\$12.00	\$20.25	\$50.00	\$26.00
Kitchen*	\$42.00	\$50.00	\$59.00	N/A
Classroom	\$9.00	\$14.50	\$42.00	\$26.00
Gym	\$13.50	\$22.50	\$50.00	\$26.00
Auditorium*	\$155.00	\$167.50	\$180.00	N/A

Groups included in this category

- Enterprise activities with personal gain/benefit to individual providing direct services.
- MCPS/PTA partnership with a local for-profit entity.
- Business and other activities with business or for personal gain.
- Non-County businesses, groups and individuals not located and/or serving Montgomery County will be charged an additional administrative fee: \$25.00 per day on weekdays; \$50.00 per day on weekends and holidays.

Camps Operating During Summer

Room Type	Non-Profit	For-Profit	Saturday/Sunday/Holiday	
		Monday -Friday until 6:00 pm	See Weekend Rates	
APR, Cafeteria, Gym, Other	\$22.00	\$24.00		
Kitchen*	\$41.00	\$42.00		
Classroom	\$12.00	\$14.00		

Auditorium*	\$147.00	\$155.00			
Fields w/ Indoor access to restrooms only	\$24.50	\$25.00			

*Includes required additional staff. Auditorium and kitchen must always be charged at first room rate.

Groups included in this category

- Summer and school-break camps, clinics and other activities of a programmatic nature not sponsored by public recreation agencies.
- Typically, 3+ hours, 3-5 days per week, same participants, and participation covered by single registration or considered a camp by DHHS criteria.

MSDE Licensed Before and After School Childcare Providers selected by the school

Hourly Rates	Non-Profit	For-Profit	Saturday/Sunday/Holiday
Room Type	Monday -Friday until 6:30 pm		See Weekend Rates
APR, Cafeteria, Gym, Other	\$10.50	\$11.50	
Kitchen*	\$40.25	\$41.00	
Classroom	\$7.00	\$7.50	
Auditorium*	\$147.00	\$155.00	

*Includes required additional staff. Auditorium and kitchen must always be charged at first room rate.

Outdoor Facilities See Fee Schedule for Ballfield and Stadium fees

	Non-Profit	For Profit	
Tennis Court per hour	\$10.00	\$15.00	
Parking lot per hour	\$16.50	\$30.00	
Parking lot pick up/drop off location per permit	\$50.00	\$75.00	

Other Fees

Staff - Hourly Rate (3-hour minimum)

Building Services Worker	\$30.50 per hour
Building Attendant	\$30.50 per hour
Cafeteria Worker	\$29.75 per hour
Media Services Technician	\$45.00 per hour
User Support Specialist	\$45.00 per hour
Security Staff	\$33.50 per hour

Equipment Fees

Audio Visuals	\$ 3.00 per hour		
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Computer lab	\$50.00 per use		
Piano	\$25.00 per use		
Scoreboard Control Unit	\$2.00 per hour		
Kitchen use security deposit	\$50.00		
Non Resident Fee			
Weekday	\$25.00 per day		
Weekend	\$50.00 per day		
Administrative Fee	\$50.00		
Adjustment/amendment fee	\$25.00		
Late Fees: \$10 per month (with incremental increases of \$5 per additional \$500 owed, based on amounts 30-days past due)			
See Cancellation Policy for Cancellation and Amendment Fees			

Public Libraries		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
Hourly Rate	Hourly Rate	Hourly Rate		
Public Libraries	Small Room	\$11	\$15	\$30
Public Libraries	Medium Room	\$14	\$20	\$40
Public Libraries	Large Meeting Room	\$19	\$25	\$50

EXECUTIVE OFFICE BUILDING		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
		Hourly Rate	Hourly Rate	Hourly Rate
Executive Office Building	Auditorium	\$25	\$35	\$70
Executive Office Building	Lobby	\$19 + \$100 deposit	\$25 + \$100 deposit	\$50 + \$100 deposit
Executive Office Building	Cafeteria	\$35 + \$100 deposit	\$50 + \$100 deposit	\$100 + \$100 deposit
Executive Office Building	Conference Room	\$11	\$15	\$30
Executive Office Building	Circuit Court Plaza	-	\$50	\$100
Executive Office Building	Jury Parking Lot at Rt. 28 & Monroe	\$12	\$16.50	\$33
Executive Office Building	Security Staff	\$40	\$40	\$40
Executive Office Building	Building Service Staff	\$29	\$29	\$29

COUNCIL OFFICE BUILDING		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
		Hourly Rate	Hourly Rate	Hourly Rate
Council Office Building	Auditorium	\$20	\$25	\$50
Council Office Building	Hearing Room	\$30	\$40	\$80
Council Office Building	Cafeteria	\$20 + \$100 deposit	\$25 + \$100 deposit	\$50 + \$100 deposit
Council Office Building	Conference Room	\$11	\$15	\$30
Council Office Building	Security Staff	\$40	\$40	\$40
Council Office Building	Building Service Staff	\$29	\$29	\$29

CLARKSBURG COTTAGE		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
		Hourly Rate	Hourly Rate	Hourly Rate
Clarksburg Cottage	Medium Meeting Room	\$15.00	\$20.00	\$40.00

DISTRICT 3 MCPD		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
		Hourly Rate	Hourly Rate	Hourly Rate
District 3 Police Station	Training Room	\$15.00	\$20.00	\$40.00

REGIONAL SERVICE CENTERS		Local Government agencies	Montgomery County based Non-profit groups	Out-of-County or For-profit groups
		Hourly Rate	Hourly Rate	Hourly Rate
Regional Service Centers	Small Conference Room	\$11	\$15	\$30
Regional Service Centers	Medium Conference Room	\$14	\$20	\$40
Regional Service Centers	Large Conference Room	\$19	\$25	\$50
Regional Service Centers	Multipurpose Room (BCC)	\$19	\$25	\$50

