

APPROVED  
14-1987

Rockville, Maryland  
February 25, 1987

The Board of Education of Montgomery County met in regular session at the Carver Educational Services Center, Rockville, Maryland, on Wednesday, February 25, 1987, at 8 p.m.

ROLL CALL Present: Mrs. Marilyn J. Praisner, President  
in the Chair  
Dr. James E. Cronin  
Mrs. Sharon DiFonzo  
Mr. Blair G. Ewing  
Mr. Bruce A. Goldensohn  
Dr. Robert E. Shoenberg  
Mrs. Mary Margaret Slye  
Mr. Eric Steinberg

Absent: None

Others Present: Dr. Wilmer S. Cody, Superintendent of Schools  
Dr. Harry Pitt, Deputy Superintendent  
Mr. Thomas S. Fess, Parliamentarian

Re: ANNOUNCEMENT

Mrs. Praisner announced that because Monday had been a snow day it had been difficult for staff to prepare items for the agreement with the Montgomery County Education Association and the operating budget. Therefore, those items would be on the agenda for Thursday, February 26.

Re: STATEMENT BY BOARD PRESIDENT ON  
NEGOTIATIONS WITH THE MONTGOMERY COUNTY  
COUNCIL OF SUPPORTING SERVICES EMPLOYEES

Mrs. Praisner read the following statement into the record:

"The Board and the Montgomery County Council of Supporting Services Employees have been at impasse in negotiations for a new agreement since December 29, 1986. Impasse mediation was begun in January but has been recessed since early February due to the illness and hospitalization of the mediator. The Board and MCCSSE have agreed to resume mediation on Monday, March 2, 1987, with a new mediator. The parties have also agreed to meet for direct negotiations tomorrow.

"This morning the Board made another proposal to MCCSSE in the hope of resolving the parties' differences and dealing with this unavoidable delay in mediation. That proposal is as follows:

1. To extend all terms of the current agreement one year until June 30, 1988. That one year extension includes the current seniority system and the current health benefit plan.
2. To establish a Joint Health Care Cost Containment Committee to select a health care cost containment firm. The cost containment

proposal is identical to that agreed to in the new MCEA agreement. The proposal would not result in any reduction in basic benefits or increase in employee contributions.

3. To increase the pay schedule for supporting services employees by 3.5 percent.

"The Board is committed to reaching an agreement with MCCSSE. Board negotiators are prepared to resume mediation on March 2 and to participate in direct negotiations with MCCSSE bargainers before March 2."

RESOLUTION NO. 122-87 Re: BOARD AGENDA - FEBRUARY 25, 1987

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mrs. DiFonzo, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education adopt its agenda for February 25, 1987, as amended.

RESOLUTION NO. 123-87 Re: SB - PUBLIC EDUCATION - COST OF EDUCATION INDEX

On recommendation of the superintendent and on motion of Mrs. Slye seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support SB - Public Education - Cost of Education Index.

RESOLUTION NO. 124-87 Re: HB 830/SB 644 - VEHICLE LAWS - OVERTAKING AND PASSING SCHOOL VEHICLES

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support HB 830/SB 644 - Vehicles Laws - Overtaking and Passing School Vehicles

RESOLUTION NO. 125-87 Re: HB 1004 - EDUCATION - TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mrs. DiFonzo, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support HB 1004 - Education - Transportation of Public School Students.

RESOLUTION NO. 126-87 Re: HB 1005 - EDUCATION - TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

On recommendation of the superintendent and on motion of Mrs. Slye

seconded by Mrs. DiFonzo, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support HB 1005 - Education - Transportation of Public School Students.

RESOLUTION NO. 127-87 Re: HB 553 - EDUCATION - TYPE I SCHOOL VEHICLES

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education take no position on HB 553 - Education - Type I School Vehicles.

RESOLUTION NO. 128-87 Re: HB 411/SB 555 - CREATION OF A STATE DEBT STATE PUBLIC SCHOOL CONSTRUCTION AND CAPITAL IMPROVEMENT LOAN OF 1987

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support, with amendments, HB 411/SB 555 - Creation of a State Debt - State Public School Construction and Capital Improvement Loan of 1987.

RESOLUTION NO. 129-87 Re: HB 1312/SB 548 - CREATION OF A STATE DEBT - STATE PUBLIC SCHOOL SYSTEMIC RENOVATIONS LOAN OF 1987

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mrs. DiFonzo, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 1312/SB 548 - Creation of a State Debt - State Public School Systemic Renovations Loan of 1987.

RESOLUTION NO. 130-87 Re: HB 898/SB 669 - MARYLAND ACADEMY OF SCIENCE AND MATHEMATICS

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 898/SB 669 - Maryland Academy of Science and Mathematics.

RESOLUTION NO. 131-87 Re: HB 335 - EDUCATIONAL NEEDS OF BLIND CHILDREN

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 335 - Educational Needs of Blind Children.

RESOLUTION NO. 132-87 Re: SB 397 - EDUCATION - HANDICAPPED ADULTS

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted with Dr. Cronin, Mrs. DiFonzo, Mr. Ewing, Mrs. Praisner, Dr. Shoenberg, Mrs. Slye, and (Mr. Steinberg) voting in the affirmative; Mr. Goldensohn abstaining:

RESOLVED, That the Board of Education oppose SB 397 - Education - Handicapped Adults.

RESOLUTION NO. 133-87 Re: HB 945 - MENTAL RETARDATION - PROGRAMS AND SERVICES

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted with Dr. Cronin, Mrs. DiFonzo, Mr. Ewing, Mrs. Praisner, Dr. Shoenberg, Mrs. Slye, and (Mr. Steinberg) voting in the affirmative; Mr. Goldensohn abstaining:

RESOLVED, That the Board of Education oppose HB 945 - Mental Retardation - Programs and Services.

RESOLUTION NO. 134-87 Re: SB 299 - EDUCATION - DRUG AND ALCOHOL ABUSE PROGRAMS

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education take no position on SB 299 - Education - Drug and Alcohol Abuse Programs.

RESOLUTION NO. 135-87 Re: HB 1002 - EDUCATION - DRUG AND ALCOHOL ABUSE TREATMENT PROGRAMS

On recommendation of the superintendent and on motion of Dr. Shoenberg seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 1002 - Education - Drug and Alcohol Abuse Treatment Programs.

RESOLUTION NO. 136-87 Re: SB 433 - EDUCATION - PUBLIC SCHOOLS - AGE OF ENTRANCE

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose SB 433 - Education - Public Schools - Age of Entrance.

RESOLUTION NO. 137-87 Re: HJR 20 - EDUCATION - PROMOTION OF STUDENTS

On recommendation of the superintendent and on motion of Mr. Ewing seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HJR 20 - Education - Promotion of Students

RESOLUTION NO. 138-87 Re: HB 1070 - STATE DEPARTMENT OF EDUCATION - OFFICE OF RETENTION AND PLANNING

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 1070 - State Department of Education - Office of Retention and Planning.

RESOLUTION NO. 139-87 Re: HB 1071 - EDUCATION - SCHOOL AGE CHILD CARE DELIVERY PLAN

On recommendation of the superintendent and on motion of Mrs. Slye seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 1071 - Education - School Age Child Care Delivery Plan.

RESOLUTION NO. 140-87 Re: HB 1074 - EDUCATION - AID TO SCHOOLS - READING ACHIEVEMENT

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education oppose HB 1074 - Education - Aid to Schools - Reading Achievement.

RESOLUTION NO. 141-87 Re: HB 1158/SB 714 - EDUCATION - PREKINDERGARTEN PROGRAM

On recommendation of the superintendent and on motion of Mr. Ewing seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support, with amendments, HB 1158/SB 714 - Education - Prekindergarten Program.

Re: A MOTION BY DR. CRONIN ON HB 735 -  
MONTGOMERY COUNTY BOARD OF EDUCATION  
COMPOSITION AND ELECTION

Dr. Cronin moved and Mr. Goldensohn seconded that the Board support HB 735 - Montgomery County Board of Education - Composition and Election which included giving the student Board member a vote and increasing the size of the Board of Education by an additional at-large elected member.

Board members requested that the vote be divided.

Re: A MOTION BY DR. CRONIN ON HB 735 -  
MONTGOMERY COUNTY BOARD OF EDUCATION  
COMPOSITION AND ELECTION - VOTE FOR  
STUDENT BOARD MEMBER (FAILED)

A motion by Dr. Cronin to support HB 735 - Montgomery County Board of Education Composition and Election - vote for the student Board member failed with Dr. Cronin, Mr. Goldensohn, Dr. Shoenberg, and (Mr. Steinberg) voting in the affirmative; Mrs. DiFonzo, Mr. Ewing, Mrs. Praisner, and Mrs. Slye voting in the negative.

Re: A MOTION BY DR. CRONIN ON HB 735 -  
MONTGOMERY COUNTY BOARD OF EDUCATION  
COMPOSITION AND ELECTION - INCREASING  
THE SIZE OF THE BOARD (FAILED)

A motion by Dr. Cronin to support HB 735 - Montgomery County Board of Education Composition and Election - increasing the size of the Board failed with (Mr. Steinberg) voting in the affirmative; Dr. Cronin, Mrs. DiFonzo, Mr. Ewing, Mr. Goldensohn, Mrs. Praisner, Dr. Shoenberg, and Mrs. Slye voting in the negative.

\* Mr. Steinberg temporarily left the meeting at this point.

RESOLUTION NO. 142-87 Re: HJR 16 - EDUCATION - ACCOUNTABILITY  
CRITERIA - CLASSROOM INSTRUCTION AND  
STUDENT PERFORMANCE

On recommendation of the superintendent and on motion of Dr. Shoenberg seconded by Mrs. DiFonzo, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support HJR 16 - Education - Accountability Criteria - Classroom Instruction and Student Performance.

RESOLUTION NO. 143-87 Re: SB 825 - EDUCATION - CONSTRUCTION  
REIMBURSEMENT

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mrs. Slye, the following resolution was adopted unanimously:

RESOLVED, That the Board of Education support SB 835 - Education - Construction Reimbursement.

\*Mr. Steinberg rejoined the meeting at this point, and Mrs. Slye temporarily left the meeting.

RESOLUTION NO. 144-87 Re: PROCUREMENT CONTRACTS OVER \$25,000

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted unanimously:

WHEREAS, Funds have been budgeted for the purchase of equipment, supplies, and contractual services; now therefore be it

RESOLVED, That having been duly advertised, the contracts be awarded to the low bidders meeting specifications as shown for the bids as follows:

	NAME OF VENDOR(S)	DOLLAR VALUE OF CONTRACTS
	School Suspension Studies	
87-8	Lawrence Johnson & Associates, Inc.	\$85,945

RESOLUTION NO. 145-87 Re: STRATHMORE ELEMENTARY SCHOOL - REPLACEMENT OF ROOFTOP HVAC UNITS (AREA 1)

On recommendation of the superintendent and on motion of Dr. Cronin seconded by Mr. Goldensohn, the following resolution was adopted unanimously:

WHEREAS, Sealed bids were received on February 3, 1987, for replacement of rooftop HVAC units at Strathmore Elementary School as indicated below:

BIDDER	BASE PROPOSAL	ADD ALT. 1 SINGLE ZONE	TOTAL
1. Darwin Constr. Co.	\$139,000	\$29,000	\$168,000
2. Arey, Inc.	193,000	24,902	217,902
3. W. B. Maske Sheet Metal Works	218,353	23,299	241,652

and

WHEREAS, The low bidder, Darwin Construction Company, has withdrawn its bid by a letter dated February 12, 1987, citing a significant error in its proposal; and

WHEREAS, The second bidder, Arey, Inc., has performed satisfactorily on other MCPS projects; and

WHEREAS, The second low bid is within staff estimate and sufficient funds are available to effect award; now therefore be it

RESOLVED, That a contract for \$217,902 be awarded Arey, Inc., for replacement of rooftop HVAC units at Strathmore Elementary School, in accordance with plans and specifications prepared by the Department of School Facilities in conjunction with Morton Wood, Jr., consultant engineer.

\*Mrs. Slye rejoined the meeting at this point.

RESOLUTION NO. 146-87 Re: PERSONNEL APPOINTMENTS

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Dr. Cronin, the following resolution was adopted unanimously:

RESOLVED, That the following personnel appointments be approved:

APPOINTMENT	PRESENT POSITION	AS
Edith M. Kropp	Career Prep. Teacher Dept. of Career and Vocational Ed.	Coordinator of Cooperative Ed. Dept. of Career and Vocational Ed. Grade N Effective 2-26-87
Margit Meissner	Asst. for Policy Dev. Implementation Dept. of Special Ed.	School-to-work Transition Coord. Dept. of Special Ed. Grade M Effective: 2-26-87

RESOLUTION NO. 147-87 Re: BOARD POLICIES INCLUDED IN SECTION D  
(FISCAL MANAGEMENT) AND SECTION E  
(SUPPORT SERVICES)

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

WHEREAS, Resolution No. 316-82 authorized the superintendent to publish a POLICIES AND REGULATIONS HANDBOOK containing certain selected policy statements; and

WHEREAS, Resolution No. 655-83 established a review schedule for all policies contained in the Handbook; and

WHEREAS, All policies included in Sections D and E have now been



reviewed and categorized by individual members of the Executive Staff, the Administrative Team, the superintendent, and the Board of Education; and

WHEREAS, These policies have been reformatted where necessary to conform to the Board's "Policy on Policy Setting"; and

WHEREAS, The review process has identified both some confirming actions and some changes on which the Board should act; now therefore be it

RESOLVED, That the 13 policies listed below be continued in the POLICIES AND REGULATIONS HANDBOOK as reformatted but without content change;

DJA

MCPS PROCUREMENT PRACTICES

- A. Purpose  
To recognize the procurement procedures published in the PROCUREMENT MANUAL
- B. Process and Content  
The Board of Education endorses the procurement procedures as outlined in the PROCUREMENT MANUAL, particularly in the area of contractual services
- C. Review and Reporting  
This policy shall be reviewed every three years in accordance with the Board of Education policy review process.  
Resolution No. 265-79, February 26, 1979, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx

DJB

BID AWARDS

- A. Purpose  
To establish limits for advertising bids and obtaining bid approval by the Board of Education
- B. Process and Content
  1. Any purchase by the school system exceeding \$7,500, with the exception of books, materials of instruction, and emergency repairs, shall be advertised for bid.
  2. The superintendent is authorized to award contracts for \$25,000 or less on the basis of quotations and sealed bids with periodic reports to the Board.
  3. The practice of obtaining bids or quotations from vendors shall be continued in accordance with administrative procedures approved by the superintendent.
- C. Review and Reporting  
This policy will be reviewed every three years in accordance with the Board of Education policy review process.  
Resolution No. 935-83, November 8, 1983, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

NEWSPAPER ADVERTISING

A. Purpose

To ensure that all county newspapers are used when advertising for bids and publishing notices of general information to the public.

B. Process and Content

1. Bids shall be advertised at least two weeks prior to time when they are to be filed in accordance with state law.
2. Montgomery County newspapers, in general circulation, shall be used in advertising bids.
3. Any and all Montgomery County newspapers as well as newspapers published outside of the county, shall be used when conveying general information to the public. Geographic distribution, volume of circulation, and cost per circulated copy in terms of the goals and services being solicited shall also be considered.

C. Review and Reporting.

This policy shall be reviewed every three years in accordance with the Board of Education policy review process. Resolution 541-64, November 23, 1964, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution No. xxx.

ECD

USE OF PLAYGROUNDS

A. Purpose

To ensure that the use of MCPS property by outside groups does not impose a nuisance or become detrimental to the school property or the instructional program.

B. Process and Content

1. Any group using school property after school hours which creates a nuisance or other action potentially detrimental to MCPS property or the instructional program shall have their use of school facilities discontinued.
2. The superintendent shall see that this policy is implemented through administrative regulations.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process. Resolution 167-54, June 8, 1954, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

ECG

STUDENTS DRIVING TO SCHOOL

A. Purpose

To limit students driving to and from school unless warranted under special circumstances.

B. Process and Content

1. The practice of student driving to and from school should be controlled and, where necessary, limited to those students participating in programs before or after school when MCPS transportation is not provided.
2. Students requesting this privilege must have the approval of their parent and the school.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution NO. 508-64, October 26, 1964, reformatted in accordance with Resolution No. 333-86, June 12, 1986 and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

ECK

USE OF SMITH CENTER FOR NON-MCPS GROUPS

A. Purpose

To permit the use of the Smith Center for nonprofit groups and establish a fee schedule for such use.

B. Process and Content

1. Outside nonprofit groups will be permitted to contract for the use of the Smith Center.
2. Groups using the center will be charged a per hour rate for each building service employee required to work during the time they are using the facility.
3. Food service will be available as follows:
  - a) Regular Meal Service  
Regular meal service will be prepared and served by cafeteria personnel. There will be a meal charge (includes labor, food, and use of facilities cost) established by the director of the center in cooperation with the manager. MCPS-sponsored student groups may select from lower cost limited menu options or from regular menu options at listed prices. All other groups must select from regular menu options.
  - b) Self Service  
This includes food prepared by groups and/or the use of cafeteria equipment and food purchased and brought in by a group. There will be a use-of-facilities charge plus a fixed labor charge for supervisory personnel and the Cafeteria Worker I. A cafeteria worker or manager must be present in a supervisory capacity and may assist with, but is not responsible for, food preparation.
  - c) If the cafeteria is not used by a group, there will be no charge. The kitchen will be secured and made inaccessible. Emergency admittance may be obtained from authorized environmental education staff.
4. Building temperature will be lowered to 55 degrees when the buildings are not being used for MCPS functions. Should a user group desire to have the temperature raised to 68 or 70 degrees, it will be necessary for the group to be charged per hour for the total time required to maintain the facilities at the higher temperature setting.
5. In order to defray the replacement and repair costs of furniture and equipment as well as maintenance of the facility, a fixed rate per participant per day will be charged each user group.
6. Rules governing the use of schools by outside groups apply to the use of this facility.

C. Review and Reporting

This policy will be reviewed every three years in accordance with

the Board of Education policy review process.  
Resolution No. 776-75, November 11, 1975, reformatted in  
accordance with Resolution No. 333-86, June 12, 1986, and  
Resolution No. 458-86, August 12, 1986, accepted by Resolution  
xxx.

ECM

JOINT OCCUPANCY OF MONTGOMERY COUNTY PUBLIC SCHOOLS FACILITIES

A. Purpose

To permit and set forth the criteria for joint occupancy of  
school facilities.

B. Process and Content

1. The Board of Education permits joint occupancy of its  
facilities with eligible users to offset to the extent  
feasible and practical the cost of maintaining surplus  
classroom space.
2. Joint occupancy shall be defined as leased surplus space  
required by the user to be allocated exclusively to his/her  
use and which may not be subleased by the user, as  
distinguished from space which is shared for part of a day  
with MCPS when not needed for MCPS educational programs.
3. The superintendent shall actively seek joint occupants who  
will complement, support, and benefit the educational program  
for MCPS students under this policy.
4. Criteria for Identification of Available Space
  - a) The space is projected to be surplus for at least two  
years.
  - b) The space is located in a portion or section of the  
building which can be easily isolated from the  
educational program, preferably near a separate  
entrance.
  - c) The projected student enrollment at the school is less  
than the low-range building capacity. This criterion  
may be waived if enrollment exceeds the low-range  
capacity.
5. Priority Order to Use of Available Space  
Priorities for selection of users to occupy available spaces  
in MCPS facilities will be determined by the superintendent  
of schools after his/her evaluation of information and  
reactions of community residents. The selection of users  
should be based upon the following in order to best meet the  
needs of children and to ensure prudent utilization of  
resources:
  - a) MCPS school based-/school-related programs
  - b) Educational programs (public-supported or private  
nonprofit) which will benefit the children specially  
enrolled in the regular school programs and enhance the  
learning experiences for children (e.g., day care  
centers, preschool program, foreign language schools,  
data processing schools, or public college programs)
  - c) Housing for school system staff or functions (e.g.,  
office space for staff of a federally funded project or  
location of an area resource room)
  - d) Community programs (public-supported or private  
nonprofit) which will enhance learning experiences for

children or provide needed community services (e.g., elderly care centers, senior citizen centers, counseling center, or nutrition centers)

- e) Housing for other county agency function (e.g., offices for human resource projects, county health services, or recreation department staff)
- f) Private enterprise
  - (1) Nonpublic schools and/or nurseries (e.g., religious day schools) which will not attract additional students from the regular school program. No MCPS operating school will be permitted to house parallel school grades in joint occupancy spaces.
  - (2) Private offices (e.g., real estate or lawyer consultant)
  - (3) Private medical practice/community services (e.g., doctor, artist, beauty salon, or automation service)
  - (4) Other private/political groups or organizations  
In those cases where two or more candidates for the same space within the same priority category are equally desired, the space will be provided to the candidate providing the most beneficial offer.

6. Cost to User Group

Each non-MCPS user of available space shall be expected to reimburse MCPS on a prorated basis for applicable costs related to this use which may include normal building upkeep, building services staff, utility expenditures, restroom supplies, insurance, administrative costs, and other such items on a square foot basis to be identified by the superintendent of schools or his/her designee and contained in the lease negotiated with each user group. For each non-MCPS user group, the lease cost shall be negotiated and be reflective of MCPS costs, comparable market prices, and the profit/nonprofit status of the proposed tenant. Lease fees may be negotiated with groups which in some cases do not recover all MCPS costs for the space to be leased. The income received from this program will be received as general revenue recorded in a separate account, and used to offset the cost of making available the space leased and the cost of operating the joint occupancy program in accordance with Internal Revenue Service regulations.

7. Save Harmless Provision

The lease for each user group shall include appropriate language to save the Board of Education and the school system harmless against any and all claims, demands, suits, or other forms of liability that may arise out of this use of school space. Each proposed tenant must comply with all appropriate legal and zoning requirements.

8. The Interagency Coordinating Board is responsible for locating the users of shared space.

9. The superintendent is authorized to negotiate fees for the use of surplus school space on the basis of the Board of Education cost guidelines and shall submit to the Board

quarterly reports on the use of the surplus space.

10. The Creative Enrichment Program shall continue to be administered by MCPS.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 122-78, February 14, 1978, amended by Resolution No. 509-78, July 11, 1978, amended by Resolution No. 1056-79, December 17, 1979, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

EDC

FURNITURE AND EQUIPMENT

A. Purpose

To assure that school system equipment and furniture is used for MCPS purposes only.

B. Process and Content

Furniture and school system equipment shall not be removed from MCPS buildings unless for school and/or business-related reasons.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 70-52, March 11, 1952, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

EEC

OBSOLETE VEHICLES

A. Purpose

To provide school shops with obsolete vehicles, or vehicle parts, which can be used in the instructional program.

B. Process and Content

Obsolete vehicles owned by the Montgomery County Public Schools shall be delivered to school shops and installations for use in the instructional program by school shops.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 11-54, January 12, 1954, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution No. xxx.

EPA

BANK ACCOUNTS FOR CAFETERIA FUNDS

A. Purpose

To authorize school bank accounts for the handling of cafeteria funds.

B. Process and Content

1. Each school will have a bank account for the handling of cafeteria funds.
2. The superintendent or his/her designee has the authority to sign checks against this account.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 345-54, November 15, 1954, reformatted in

accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, and accepted by Resolution xxx.

EIA

SELF INSURANCE

A. Purpose

To effect a new insurance program at a reduced cost.

B. Process and Content

The superintendent is authorized to execute an agreement with the county government for the school system to participate in the self-insurance program for workmen's compensation, fleet, and general liability insurance.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process. Resolution No. 398-78, June 12, 1978, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, and accepted by Resolution xxx.

EID

TAX-DEFERRED ANNUITY PROGRAM

A. Purpose

To provide a tax-deferred annuity program for all employees.

B. Process and Content

1. A tax-deferred annuity program will be available to all employees.
2. The Board of Education will authorize carriers to provide this program.
3. All carriers shall comply with the guidelines developed by the MCPS Joint Insurance Committee for solicitation, conduct, and disclosure of costs or shall lose their right to participate.
4. A review of the performance and service of the companies will be made every two years to determine if they should continue in the program.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process. Resolution No. 335-65, June 8, 1965, amended by Resolution No. 365-65, June 21, 1965, amended by Resolution No. 15-74, January 14, 1974, amended by Resolution No. 182-81, February 23, 1981, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, and accepted by Resolution xxx.

EIE

EMPLOYEE BENEFIT TRUST FUND

A. Purpose

To improve the medical benefit coverage for retired employees.

B. Process and Content

1. Major medical coverage for retired employees will be continued at the same rate as for active employees until the retiree reaches age 65.
2. Retired employees shall have available a 65-and-over hospital and surgical medical care plan.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 502-71, August 23, 1971, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, and accepted by Resolution xxx.

and be it further

RESOLVED, That the four policies listed below be amended and reformatted as shown;

EBF

#### TRAMPOLINES

##### A. Purpose

To approve trampoline instruction in the schools

##### B. Process and Content

1. Trampoline instruction will continue to be a part of the physical education program.
2. Teachers of physical education will continue to follow implicitly every safety precaution directed for use of trampolines.
3. Any student not participating in trampoline instruction as a result of such request will in no way be penalized by the teacher, particularly with respect to the grade received in physical education.
4. Students who for any reason are excused altogether from trampoline instruction will participate in an alternate physical education activity for the duration of the trampoline unit.
5. The physical education office will receive a copy of every report of accidents occurring in physical education classes and in organized athletics program; the coordinators of physical education will have the knowledge of the circumstances in each accident and can take immediate preventive action against possible recurrence of such an accident.
6. Signed positive parent permission is a requirement.
7. Outside groups using MCPS trampolines will conduct their programs in accordance with MCPS procedures and restrictions.

##### C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 496-79, May 10, 1979, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, accepted by Resolution xxx.

ECI

#### DISPLAY OF FLAGS

##### A. Purpose

To provide for the proper display and recognition of flags.

##### B. Process and Content

1. During periods of national and/or state mourning, the display of the flags of both the United States and of Maryland shall be in compliance with directions issued from the national or state governments.



2. The proper display of the flag of the United States as noted in Exhibit ECI-EA shall be followed.
3. When school buildings are being used for voting during the primary and general elections, the flags of the United States and Maryland shall be displayed.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 139-64, February 24, 1964, amended by Resolution No. 352-75, April 28, 1975, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, and accepted by Resolution xxx.

ECL

USE OF SCHOOL SPACE BY MONTGOMERY COLLEGE

A. Purpose

To allow school space to be used for college offerings.

B. Process and Content

The superintendent is authorized to permit the limited use of school space by Montgomery College for college offerings.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 422-74, August 6, 1974, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 458-86, August 12, 1986, and accepted by Resolution xxx.

EEA

PUPIL TRANSPORTATION

A. Purpose

To delineate MCPS transportation services for public and nonpublic school students.

B. Process and Content

1. Eligibility for Transportation

a) General Terms and Conditions for Public and Nonpublic School Pupils

- (1) The Board of Education adopted attendance areas for each school will be the basis upon which transportation service is provided, but pupils may ride established bus routes across attendance boundaries for valid educational reasons. MCPS students will be permitted to transfer, subject to MCPS policies and, in particular, the MCPS transfer and racial balance policies.
- (2) Mixed pupil loads shall be permitted under special circumstances, including, but not limited to, those which involve the provision of transportation services to nonpublic school pupils or provide unique educational opportunities in the public schools for public school students.
- (3) The walking distance factor for pupil transportation eligibility with the opening of school in September, 1978, will be as follows:  
Elementary Schools - 1 mile  
Middle Schools - 1.5 miles  
Junior and Senior High Schools - 1.75 miles

(In the implementation of these mileage distances, the superintendent of schools is authorized to permit a variance of one-tenth of a mile from these distances in establishing the line of demarcation between walking and transported pupils.)

- (4) The distance factors above may be modified if safety or other conditions warrant. Such deviations shall be temporary and shall be terminated when safety or other conditions are corrected. Additionally, the distance factors will not apply in the case of handicapped pupils who attend certain special education programs.

- b) Nonpublic School Pupils Transported Under Provisions of Section 44-7, Chapter 44, of the MONTGOMERY COUNTY CODE, Volume 2, 1972.

Section 44-7 follows:

Denominational and parochial school students entitled to transportation.

All children who attend any denominational or parochial nonprofit schools in the county which schools do not receive state aid and who reside on, along or near to the public highways of the county, on which there is now or hereafter operated a public school bus or conveyance provided by the board of education of such county for transporting children to and from the public schools of the county, shall be entitled to transportation on the buses or conveyances, and the same shall be provided for them by the board of education of the county, subject to the conditions hereinafter set forth, from a point on the public highways nearest or most accessible to their respective schools, without changing the routes of such buses or conveyances now or hereafter established by the board of education of the county for transporting children to and from the public schools, and such transportation shall be provided by the board of education, as aforesaid, for all the children attending schools described here, upon the same terms and conditions as now or as may be hereafter established by the board of education of the county for children attending public schools.

Note: This service will be provided on duly established bus routes to serve public schools in keeping with the terms and conditions under A.1 above.

- c) Nonpublic School Pupils Under Section 44-8, Chapter 44, MONTGOMERY COUNTY CODE, Volume 2, 1972.

Section 44-8 follows:

Cost of transportation of students; levy and appropriation; charged to students.

The council is hereby authorized to levy and appropriate annually sufficient funds to defray any costs incurred by it in carrying into effect the provisions of Section 44-7 of the Code and for the

establishment of new bus routes, if in their discretion the board of education of the county and the council deem it desirable to establish new routes and to purchase additional buses, for the transportation to and from school of children attending schools not receiving state aid. The transportation of children to and from schools not receiving state aid shall be upon such reasonable terms and conditions as the board of education may from time to time determine but in no event shall the amount charged children attending such schools for using such buses or conveyance be greater or less than the amount charged children attending the public schools for the same kind of transportation. Note: This service will be provided to the extent that its cost is funded in each annual Board of Education appropriation by the County Council. Any Council-directed limitations or conditions will be applied by the superintendent of schools in providing this service. Otherwise the terms and conditions under A.1. above will apply.

2. Factors and Standards for Determining Safe Walking Conditions

The following factors shall be considered in determining the need for pupil transportation service:

- a) Elementary pupils crossing a multilane highway as listed on the Maryland Highway Map without the assistance of an adult crossing guard.
- b) Building and other construction activities which create potentially dangerous situations on an established walking route and where other walking routes are not available.
- c) Absence of a sidewalk, or in some cases absence of a buffer strip or guard rail between sidewalk and road, along a major highway or heavily traveled street in a residential area.
- d) Special education children who, because of physical or mental handicaps, are not able to perform the walking assignments expected of children enrolled in regular school classes.
- e) Transportation may be provided for distances less than that authorized by Board policy if a condition is considered hazardous, but the condition must be reviewed on an annual basis and corrected as soon as possible.

3. The following standards shall be considered in making decisions relative to the factors listed above:

- a) Parents are expected to teach their children safe walking practices from the day they first begin walking. Schools are expected to supplement this teaching process by emphasizing the need for safe walking practices while en route to and from school.
- b) Sidewalks should be so constructed and designed so that children can walk safely on them.
- c) The absence of buffer strips between the sidewalk and

the traveled portion of the roadway, telephone poles, or signs on the sidewalk shall be considered, recognizing that their absence does not automatically constitute a safety hazard.

- d) The transportation staff, in cooperation with the public safety coordinator, shall work diligently to make certain that in every instance involving school children the need for safe walkways is made clear to the responsible county and state agencies, and, in particular, that walkways are built in areas of heavy traffic and in all cases with buffer strips or guard rails.
  - e) Snow accumulation on sidewalks during inclement weather is not considered sufficient cause for providing transportation. Parent help is needed on those few days when all walking pupils are subject to the same conditions. When snow causes conditions which are generally considered unsafe, school may be cancelled or the starting time delayed until heavy traffic has subsided.
  - f) Children are expected to walk safely without sidewalks in residential subdivisions, on side streets, and to bus stops along roads where traffic is not heavy, where space is available at the side of the road, or where the road is of sufficient width to allow walking off the main road. Buses are not an alternative to the absence of sidewalks in a subdivision. Communities desirous of obtaining sidewalks should initiate their requests with the appropriate governmental agencies.
  - g) Crossing guards are employed to assist children in crossing intersections because it is more economical to utilize crossing guards than to provide bus transportation.
  - h) Secondary students are expected to be able to cross all controlled intersections safely except that junior high students are not required to cross mainline railroad tracks at grade level.
  - i) Elementary school children are usually expected to be able to cross controlled intersections safely except on major highways and mainline railroad tracks at grade level. It is recognized that in some instances this may not apply to five- and six-year-olds.
  - j) Children are expected to be able to walk to centralized pickup points to await the arrival of school buses. While waiting, children should observe safe practices and stand well off the traveled portion of the road.
  - k) Children are encouraged not to walk across private property en route to or from school.
  - i) Children are expected to walk across property where paths or foot bridges are constructed and maintained by a public agency such as the Maryland-National Capital Park and Planning Commission, the Department of Public Works, or the Montgomery County Public Schools.
4. The principals and presidents of the PTA or equivalent

- parent organization of public and nonpublic schools shall be notified in writing by the superintendent or his/her designee of any prospective changes in bus service no later than May 15 preceding the new school year. If budget action makes change necessary, notification will follow as soon as possible. The superintendent is obligated to assure that affected communities and parents are informed.
5. The superintendent is authorized to provide, arrange, or approve free transportation for handicapped pupils in public or approved nonpublic placement.
  6. The Board-approved mileage rate for staff travel shall be the amount reimbursed to parents.

C. Review and Reporting

This policy will be reviewed every three years in accordance with the Board of Education policy review process.

Resolution No. 89-78, February 13, 1978, amended by Resolution No. 219-78, March 14, 1978, Resolution No. 718-78, October 10, 1978, and Resolution No. 725-79, August 20, 1979, amended by Resolution No. 403-84, July 23, 1984, reformatted in accordance with Resolution No. 333-86, June 12, 1986, and Resolution No. 438-86, August 12, 1986, accepted by Resolution xxx.

and be it further

RESOLVED, That the following three policies be removed from Sections D and E, but not rescinded;

DBB - Budget Development Standard for Custodial Supplies  
DID - Welfare Fund, Administrative Building Improvements Accounts  
EBB - School Safety Month

and be it further

RESOLVED, That the following three policies be rescinded as no longer necessary and appropriate to the governance and operation of the school system;

DIB - Financial Disclosure  
DIC - Financial Disclosure - Determination of Staff Members  
Required to File  
DLA - Payroll Deductions for Membership Dues

and be it further

RESOLVED, That the following seven policies, which may require more significant changes, be scheduled as appropriate on future Board agendas for discussion and potential action;

DAA - Fiscal Responsibility and Control  
DBA - Budget Preparation and Procedures  
DNA - Disposition of Board of Education Property  
EBE - Safety Goggles  
ECA - Energy Conservation  
EHA - Data System for the Handicapped

EKA - Civil Defense Programs for Schools

and be it further

RESOLVED, That the superintendent of schools implement these actions at the earliest possible time.

For the record, Mrs. DiFonzo stated that she had a problem with trampolines being used in the schools. While she would support adoption of the policies, she hoped that in the near future the Board could look into the subject of trampolines.

Re: BOARD MEMBER COMMENTS

1. Mr. Ewing noted that as an item of information the Board had received a copy of the monthly financial report. He asked about plans to deal with the projected deficit. Dr. Pitt replied that they had met yesterday and had come up with a series of recommendations. After he met with the primary account managers in the next week or so he would inform the Board of steps to be taken. He explained that there was yet another problem in the area of Social Security, and he would also provide information to the Board on that issue.
2. Mrs. Praisner reported that the Board's resolution on a seat belt study was before the National School Boards Association.
3. Mrs. Praisner asked that the research and evaluation committee consider having a literature search on mobility rates in schools and the impact of these rates on education. She was particularly interested in finding out whether there was a percentage rate over which it became a significant factor in education.
4. Dr. Shoenberg said that the Commission on Excellence in Teaching had reported data on the dropout rate, but he had seen different figures mentioned in various reports. He asked that the Board be provided with information on the definition of a dropout and what MCPS meant when they provided this information.

RESOLUTION NO. 148-87 Re: EXECUTIVE SESSION - MARCH 10, 1987

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Slye, the following resolution was adopted unanimously:

WHEREAS, The Board of Education of Montgomery County is authorized by Section 10-508, State Government Article of the ANNOTATED CODE OF MARYLAND to conduct certain of its meetings in executive closed session; now therefore be it

RESOLVED, That the Board of Education of Montgomery County hereby conduct its meeting in executive closed session beginning on March 10, 1987, at 9 a.m. to discuss, consider, deliberate, and/or otherwise decide the employment, assignment, appointment, promotion, demotion, compensation, discipline, removal, or resignation of employees, appointees, or officials over whom it has jurisdiction, or any other personnel matter affecting one or more particular individuals and to comply with a specific constitutional, statutory

or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter as permitted under the State Government Article, Section 10-508; and that such meeting shall continue in executive closed session until the completion of business; and be it further

RESOLVED, That such meeting continue in executive closed session at noon to discuss the matters listed above as permitted under Article 76A, Section 11(a) and that such meeting shall continue in executive closed session until the completion of business.

RESOLUTION NO. 149-87 Re: MINUTES OF JANUARY 13, 1987

On recommendation of the superintendent and on motion of Mr. Ewing seconded by Mr. Goldensohn, the following resolution was adopted unanimously:

RESOLVED, That the minutes of January 13, 1987, be approved.

RESOLUTION NO. 150-87 Re: MINUTES OF JANUARY 20 and 21, 1987

On recommendation of the superintendent and on motion of Mrs. DiFonzo seconded by Mrs. Praisner, the following resolution was adopted unanimously:

RESOLVED, That the minutes of January 20 and 21, 1987, be approved.

Re: NEW BUSINESS

Mr. Ewing assumed that the Board would have plans for dealing with the recommendations of the Commission on Excellence in Teaching. Mrs. Praisner asked that Board members share their ideas on how to approach this topic. She would suggest that the report be broken down into logical segments and discussed. She hoped that the superintendent would be bringing them recommendations as soon as possible. Dr. Cronin suggested that they look at their budget for research in light of the recommendations of the Commission. Mr. Ewing pointed out that most of the research would not affect the coming year's budget because much of the implementation of the recommendations would not begin this fall.

Re: ITEMS OF INFORMATION

Board members received the following items of information:

1. Annual Furniture and Equipment Inventory Report
2. Monthly Financial Report
3. Update on Subdivision Reviews
4. Mandatory Referral Project Summary
5. Honors Program (for future consideration)

Re: ADJOURNMENT

The president adjourned the meeting at 10:15 p.m.

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PRESIDENT

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SECRETARY

WSC:mlw