

APPROVED
18-2003

Rockville, Maryland
May 13, 2003

The Board of Education of Montgomery County met in regular session at the Carver Educational Services Center, Rockville, Maryland, on Tuesday, May 13, 2003, at 1:40 p.m.

ROLL CALL Present: Mrs. Patricia B. O'Neill, President
 in the Chair
 Mr. Kermit V. Burnett
 Ms. Sharon Cox
 Mr. Reginald M. Felton
 Dr. Charles Haughey
 Mr. Walter Lange
 Mr. Gabe Romero
 Mr. Mihyar Alnifaidy, Student Board Member
 Mr. Sagar Sanghvi, Student Board Member-Elect
 Dr. Jerry Weast, Secretary/Treasurer

Absent: None

or () indicates student vote does not count. Four votes needed for adoption.

RESOLUTION NO. 222-03 Re: **CLOSED SESSION**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Romero, the following resolution was adopted unanimously:

WHEREAS, The Board of Education of Montgomery County is authorized by the *Education Article* and *State Government Article* of the *Annotated Code of Maryland* to conduct certain meetings or portions of its meetings in closed sessions; now therefore be it

Resolved, That the Board of Education of Montgomery County conduct a closed session on May 13, 2003, in Room 127 from 8:30 a.m. to 1:30 p.m. to discuss the Human Resources Monthly Report and appointments, as permitted under Section 10-508(a)(1) of the *State Government Article*; and be it further

Resolved, That the Board of Education of Montgomery County dedicate part of the closed session on May 13, 2003, to acquit its executive functions and to adjudicate and review appeals, which is a quasi-judicial function outside the purview of the Open Meetings Act under Section 10-503(a) of the *State Government Article*; and be it further

Resolved, That portions of the meeting continue in closed session until the completion of business.

RESOLUTION NO. 223-03 Re: **APPROVAL OF THE AGENDA**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Ms. Cox, the following resolution was adopted unanimously:

Resolved, That the Board of Education approve its agenda for May 13, 2003.

RESOLUTION NO. 224-03 Re: **SALUTE TO SCHOOL FOOD AND NUTRITION SERVICES PERSONNEL**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Ms. Cox, the following resolution was adopted unanimously:

WHEREAS, State Superintendent Nancy S. Grasmick, has announced May 14, 2003, as the 18th annual Salute to School Food and Nutrition Service Personnel Day; and

WHEREAS, The school cafeteria and the service provided by its personnel to students, faculty, and other staff are an integral part of the operations of the Montgomery County Public Schools; and

WHEREAS, The more than 11 million meals that are served annually to Montgomery County school children under the National School Lunch and School Breakfast programs are testimony of the valuable contribution made by school food and nutrition service personnel each year; and

WHEREAS, School food and nutrition service personnel deserve to be recognized for their dedication and continuing commitment to feeding and educating students and offering a variety of nutrition services to the community; now therefore be it

Resolved, That the Board of Education hereby recognize selected representatives of food and nutrition service personnel, in honor of the 18th annual Salute to School Food and Nutrition Service Personnel Day in the Montgomery County Public Schools.

RESOLUTION NO. 225-03 Re: **RECOGNITION OF NAACP SCHOLARSHIP RECIPIENTS**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Ms. Cox, the following resolution was adopted unanimously:

WHEREAS, The Montgomery County Branch of the National Association for the Advancement of Colored People has awarded eight \$1,000 scholarships to students residing in Montgomery County; and

WHEREAS, The National Association for the Advancement of Colored People has selected "Freedom Under Fire" as the theme to promote the message of truth and unity

among all Americans and the value of the roles of African American students in this effort; and

WHEREAS, Montgomery County recognizes and celebrates the contributions of African American students to our county, our state, and our country; and

WHEREAS, The Board of Education is proud that Montgomery County Public Schools continues to recognize the achievements of African American students; now therefore be it

Resolved, That on behalf of the superintendent, staff, students, and parents of the Montgomery County Public Schools, the members of the Board of Education congratulate the recipients of this year's NAACP scholarship awards.

Re: MARGARET CUTLER INTERAGES AWARD

The Board recognized Christopher R. Merkle, winner of the 2003 Margaret Cutler Interages Award. He is an ESOL teacher at Eastern Middle School and supports mentors and students in the International Bridges mentoring program, which pairs ESOL students with senior citizen volunteers from Interages. The award is named for the first president of Interages.

Re: BOARD/SUPERINTENDENT COMMENTS

Dr. Weast announced that May 5 through May 11 was designated as School Psychologists' Week in Maryland this year. The governor of Maryland has recognized the contributions of school psychologists in the proclamation. School psychologists provide a wide range of valuable services including crisis prevention, mental health assessment, and intervention. MCPS recognizes the enormous accomplishments of its school psychologists, and thanks them for all they do to support children and families.

MCPS was recently chosen to be part of a national pilot for school preparedness in which middle school teachers and staff were certified by the American Red Cross in basic first aid. Teachers and staff recognize that fundamental skills in first aid are a key component of emergency preparedness, especially in this time of greater threat to health and safety. At least 81 public and private schools, mostly public middle schools, volunteered to participate in the training last Saturday morning.

Barbara Jeweler, media arts teacher and director of James Hubert Blake High School's award-winning TV Production Program, was named Montgomery County Teacher of the Year. The award was made at the Champions for Children Awards Gala held at the Bethesda Marriott on May 7. This was the first time the Teacher of the Year was announced at the annual gala, and the first time that four finalists were selected for the prestigious award. Another first was the selection of the Supporting Services Employee

of the Year. The winner was Kathy Moore, career education coordinator.

Mr. Burnett reported that the African-American Caucus had a meeting hosted by Prince George's and Montgomery County public schools. One of the discussion items was school security and disaster preparedness. It was learned that there is federal grant money available through Homeland Security for school systems. Also, the Maryland State Police has software that is recommended for school districts to identify facilities plans for first responders. He will provide a written followup with more information to the Board.

Mr. Felton attended one of the closing ceremonies for the George B. Thomas Learning Academy. He acknowledged the tremendous support from MCPS, especially central office and the support to the tutors. Also, he congratulated Mr. Alnifaidy for receiving a four-year scholarship to Morehouse College.

Ms. Cox represented the Board at the Commission on Children and Youth and the Nancy Dworkin Awards Ceremony. It is rewarding to see the work of community members that supports children. Also, she represented boards of education at the National Association of Sports and Physical Fitness press conference on a parent survey of student health issues. She spoke on the challenges of implementing changes in programs to address some of those issues. Also, the Governor's Council on Health sponsored a seminar called, *Maryland Is for Movers*. She participated in a workshop and spoke on the same issues regarding physical fitness and health education.

Mr. Lange represented the Board at a ceremony at Thomas Edison High School of Technology sponsored by the National Vocational and Technical Education Honor Society. Dr. Carol D'Amico, assistant U.S. Secretary of Education for Vocational and Adult Education, was the keynote speaker. The annual ceremony inducts students into the vocational technical honor society and recognizes business partners that have supported programs at the school. Also, Mr. Lange reported that the Long-Range and Strategic Planning Subcommittee had met with a broad cross-section of community members to discuss the Master Plan and the Annual Growth Policy.

Mr. Romero thought it was refreshing to get input from the community on the Master Plan and Annual Growth Policy.

Regarding the Champions for Children Awards Gala, Dr. Haughey stated that he represented the Board on the selection committee for the outstanding employees, and he thought it was a very difficult job. Ms. Jeweler is an outstanding teacher, but the other nominees were excellent as well.

Mrs. O'Neill and other members of the Board attended the rededication of Newport Mill Middle School. The ESOL Awards will be at John F. Kennedy High School. The Board met with the Seneca Valley Cluster and the Phoenix programs, and the Board heard good things about both. She and Mr. Romero attended a quarterly meeting of the Metropolitan

Boards of Education in Alexandria, Virginia, and heard about budget issues and concerns in reference to safety and security.

Re: **PUBLIC COMMENTS**

The following people testified before the Board of Education:

<u>Person</u>	<u>Topic</u>
1. Mark Drury	Career Education

RESOLUTION NO. 226-03 Re: **PROCUREMENT CONTRACTS OF \$25,000 OR MORE**

On recommendation of the Superintendent and on motion of Mr. Romero seconded by Ms. Cox, 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 following contracts be awarded to the low bidders meeting specifications shown for the bids, as follows:

4044.5 Telephone Equipment

<u>Awardees</u>	
Altel Communications Products, Inc.	\$ 192,817
Cabling System Supply, Inc.	9,316
Capitol Cable & Technology, Inc.	57,208
Chesapeake Communications, Inc.	1,030,068
Chesapeake Telephone Systems	739
Communitel, Inc.*	2,900
Cumberland Electrics, Inc.	10,887
Grayban Electric Company, Inc.	128,408
Tristate Electrical and Electronics*	5,964
Verizon Connected Solutions, Inc.	16,261
Washington Cable Supply, Inc.*	168
Total	<u>\$1,454,736</u>

4061.5 Musical Instruments, Furniture, and Equipment

Awardees

Arch Electronics, Inc.	\$ 8,981
Brook Mays Music Company	6,155
Ideal Music Company	580
Interstate Music Supply	42,960
Jordan Kitts Music	39,580
Keyboard World & Electronics*	20,588
L & L Music Wind Shop	2,385
Midwest Musical Imports	34,840
Music in Motion*	168
Music is Elementary	10,162
National Educational Music Company	14,119
Nick Rail Music	2,344
Northeast Music Company	1,234
Peripole Bergerault, Inc.*	440
Rhythm Band Instruments, Inc.	14,013
S and H Manufacturing Company*	830
Sam Ash Music Corporation	17,931
Steve Weiss Music, Inc.	17,161
Victor Litz Music Center, Inc.	1,891
Washington Music Center, Inc.	20,316
Wenger Corporation	45,111
West Manor Music	5,075
West Music Company	200
Wright's Music Shed	486
Total	\$ 307,550

4119.2 Science Laboratory Tables

Awardee

Diversified Educational Systems, Inc.	\$ 29,450
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7061.3 Book Binding—Extension

Awardee

Mid Atlantic Bookbinders	\$ 33,763
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7109.1 Tire Retread Service—Extension

Awardee

Rice Retreading, Inc.	\$ 105,500
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9063.4 Football Supplies and Equipment

Awardees

Cannon Sports, Inc.*	\$ 6,686
DVF Sporting Goods Company	227
Marlow Sports, Inc.*	32,281
Morley Athletic Supply Company, Inc.	15,581
Passon's Sports	14,104
Riddell All American	61,202
Rogers Athletic Company	600
S & S Worldwide	381
Sports Stop, Inc	<u>1,735</u>
Total	\$ 132,797

9104.9 Cafeteria Disposable Supplies

Awardees

Acme Paper and Supply Company, Inc.	\$ 241,286
C & K Manufacturing and Sales Company	499
Calico Industries, Inc.	4,138
Holt Paper and Chemical Company	5,229
Interboro Packaging Corporation*	3,281
Kahn Paper Company, Inc.	108,324
Leonard Paper Company	18,187
Marathon Sales, LLC	32,545
Package Concepts and Materials	4,133
S. Freedman and Sons	42,145
Sysco Food Services of Baltimore/DC	247
Transilwrap Company, Inc.	1,208
Webco Packaging, Inc.	<u>91,481</u>
Total	\$ 552,703

9110.2 Baked Pizza-Frozen—Extension

Awardees

Dori Foods, Inc.	\$ 423,281
Schwan's Food Service	<u>393,575</u>
Total	\$ 816,856

9118.2	Fresh Produce—Addition to Contract		
	<u>Awardee</u>		
	Lancaster Foods, Inc.		\$ 300,000
9127.2	Single Serve Chips and Other Snack Items		
	<u>Awardees</u>		
	Karetas Foods, Inc.	\$	14,620
	Mutual Division/US Food Service		60,576
	Royalle Dining Service, Inc.		161,144
	Sysco Food Service of Baltimore/DC		<u>3,696</u>
	Total	\$	240,036
9130.1	Pizza Bagels, Frozen—Extension		
	<u>Awardee</u>		
	Profera, Inc.	\$	96,250
9158.2	Metal Doors, Frames, Windows, and Accessories—Extension**		
	<u>Awardee</u>		
	Metro Metal Services, Inc.	\$	914,500
9162.2	Tennis Court Color Coating and Accessories—Extension**		
	<u>Awardee</u>		
	American Tennis Courts*	\$	45,334
9299.1	Chain Link Fencing, Gates, Backstops and Other Miscellaneous Fencing at Various Locations—Extension**		
	<u>Awardee</u>		
	Hercules Fence	\$	191,430
9339.1	Hot Mix Asphalt Replacement—Extension**		
	<u>Awardee</u>		
	Craig Paving, Inc.	\$	600,000

9341.1	Modular Classroom Exterior Wall Facade Replacement at Greencastle Elementary School**	
	<u>Awardee</u> Custom Masonry	\$ 175,000
9342.1	Replacement of Exterior Trim Cladding at Olney Elementary School and Various Locations—Extension**	
	<u>Awardee</u> 3G Contractors, Inc.	\$ 60,000
9347.1	Softball Field Renovations at Gaithersburg High School**	
	<u>Awardee</u> Walker Willis Corporation	\$ 204,630
9352.1	HVAC and Plumbing Upgrade at Wheaton Woods Elementary School**	
	<u>Awardee</u> Power Max, Inc.	\$ 698,800
9557.1	Field Marker Machine and Paint	
	<u>Awardee</u> Pioneer Manufacturing	\$ 25,870
TOTAL PROCUREMENT CONTRACTS OVER \$25,000		\$6,985,205

* Denotes Minority-, Female-, or Disabled-owned Business

** Planned Life-cycle Asset Replacement Bid (PLAR)

RESOLUTION NO. 227-03 Re: **AWARD OF CONTRACTS – REROOFING
VARIOUS SCHOOLS**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Mr. Romero, the following resolution was adopted unanimously:#

WHEREAS, The following sealed bids were received on April 29, 2003, for the reroofing of Cedar Grove Elementary School and Robert Frost and Ridgeview middle schools:

<u>Bidder</u>	<u>Amount</u>	<u>Estimate</u>
<u>Cedar Grove Elementary School</u>		\$334,800
Orndorff & Spaid, Inc.	\$305,554	
KI Construction Company, Inc.	344,795	
Vatica Contracting, Inc.	397,300	
GBA Contracting, Inc.	414,200	
Roofers, Inc.	420,852	
J. E. Woods & Sons Company, Inc.	422,120	
Interstate Corporation	425,000	
Cole Roofing Company, Inc.	437,283	
Simpson of Maryland, Inc.	449,000	
<u>Robert Frost Middle School</u>		\$115,000
KI Construction Company, Inc.	\$ 97,322	
Orndorff & Spaid, Inc.	97,601	
Interstate Corporation	105,000	
J. E. Woods & Sons Company, Inc.	158,470	
<u>Ridgeview Middle School</u>		\$435,000
Orndorff & Spaid, Inc.	\$394,430	
Interstate Corporation	435,000	
Simpson of Maryland, Inc.	499,000	
Vatica Contracting, Inc.	509,400	
J. E. Wood & Sons, Company, Inc.	530,650	
GBA Contracting, Inc.	541,200	
KI Construction Company, Inc.	626,450	
Cole Roofing Company, Inc.	638,414	

and

WHEREAS, KI Construction Company, Inc., is a Maryland Department of Transportation-certified minority firm; and

WHEREAS, There are limited opportunities for minority vendor participation because of the work scope involved in roofing projects, and staff recommends waiving the MBE requirements for Cedar Grove Elementary School and Ridgeview Middle School; and

WHEREAS, Both contractors have completed similar work successfully for the Montgomery County Public Schools; and

WHEREAS, The State Interagency Committee for Public School Construction will fund 50 percent of the eligible work for the schools as part of the state systemic renovation program; now therefore be it

Resolved, That contracts be awarded to Orndorff & Spaid, Inc., in the amounts of \$305,554 and \$394,430 for the reroofing of Cedar Grove Elementary School and Ridgeview Middle School, respectively, and to KI Construction Company, Inc., in the amount of \$97,322 for the reroofing of Robert Frost Middle School, in accordance with drawings and specifications prepared by the Department of Facilities Management and contingent upon County Council approval of the FY 2004 Capital Budget; and be it further

Resolved, That the contracts be forwarded to the State Interagency Committee for Public School Construction for approval to reimburse the Montgomery County Public Schools for the state-eligible portion of these projects.

RESOLUTION NO. 228-03 Re: **ARCHITECTURAL APPOINTMENT – ARCOLA
ELEMENTARY SCHOOL FEASIBILITY STUDY**

On recommendation of the Superintendent and on motion of Mr. Romero seconded by Ms. Cox, the following resolution was adopted unanimously:

WHEREAS, It is necessary to appoint an architectural firm to provide professional and technical services to conduct a design feasibility study of the Arcola Elementary School reopening project; and

WHEREAS, Funds for feasibility planning have been programmed as part of the FY 2003 Capital Budget; and

WHEREAS, An Architect Selection Committee, in accordance with procedures adopted by the Board of Education on July 14, 1998, selected Lukemire Partnership, Inc., to provide the necessary professional architectural and engineering services; and

WHEREAS, Staff has negotiated a fee for the architectural services; now therefore be it

Resolved, That the Montgomery County Board of Education enter into a contractual agreement with Lukemire Partnership, Inc., to provide professional architectural services for the Arcola Elementary School reopening feasibility study project for a fee of \$30,000.

RESOLUTION NO. 229-03 Re: **UTILIZATION OF FY 2003 PROVISION FOR FUTURE
SUPPORTED PROJECT FUNDS**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Mr. Romero, the following resolution was adopted unanimously:#

WHEREAS, The grants qualify for a transfer of appropriation from the Provision for Future Supported Projects, pursuant to the provisions of County Council Resolution No. 14-1270, approved May 23, 2002; and

WHEREAS, The programs do not require any present or future county funds; and

WHEREAS, Sufficient appropriation is available, within the FY 2003 Provision for Future Supported Projects, to permit the transfers within state categories; now therefore be it

Resolved, That the superintendent of schools be authorized to receive and expend, within the FY 2003 Provision for Future Supported Projects, as specified below:

<u>Project</u>	<u>Amount</u>
Preparing Tomorrow’s Teachers to Use Technology (PT3) Program	\$ 10,500
Quality Teacher Incentive Program	1,016,000
Consolidated Adult Education and Literacy Services Project	75,658
Individuals with Disabilities Education Assistance (IDEA)	<u>443,327</u>
 Total	 <u>\$ 1,545,485</u>

and be it further

Resolved, That a copy of this resolution be sent to the county executive and County Council.

**RESOLUTION NO. 230-03 Re: FY 2003 SUPPLEMENTAL APPROPRIATION FOR
THE ENTREPRENEURIAL ACTIVITIES FUND**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Mr. Romero, the following resolution was adopted unanimously:#

Resolved, That the superintendent of schools be authorized to receive and expend, subject to County Council approval, an FY 2003 supplemental appropriation of \$150,000 for the Entrepreneurial Activities Fund in the following category:

<u>Category</u>	<u>Amount</u>
82 Entrepreneurial Activities Fund	\$ <u>150,000</u>
Total	<u>\$ 150,000</u>

and be it further

Resolved, That this supplemental appropriation be funded with \$150,000 from increased science kit and materials sales revenue; and be it further

Resolved, That a copy of this resolution be forwarded to the county executive and County Council; and be it further

Resolved, That the county executive be requested to recommend approval of this resolution to the County Council.

RESOLUTION NO. 231-03 Re: **FY 2003 THIRD QUARTER CATEGORY AND OBJECT TRANSFER REQUEST**

On recommendation of the Superintendent and on motion of Mr. Romero seconded by Ms. Cox, the following resolution was adopted unanimously:#

Resolved, That the superintendent of schools be authorized to effect FY 2003 categorical transfers of \$475,366 in the following categories:

Teacher Mentoring Program

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration	\$ 2,053	
3 Instructional Salaries		\$ 46,068
4 Textbooks and Instructional Supplies	11,995	
5 Other Instructional Costs	38,220	
12 Fixed Charges		<u>6,200</u>
Total	<u>\$52,268</u>	<u>\$52,268</u>

Title V Innovative Education Programs

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration	\$152,464	
2 Mid-level Administration		\$ 28,642
3 Instructional Salaries		159,682
4 Textbooks and Instructional Supplies	23,026	
5 Other Instructional Costs	51,532	
12 Fixed Charges		<u>38,698</u>
Total	<u>\$ 227,022</u>	<u>\$ 227,022</u>

Technology Literacy Challenge Program

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries	\$ 40,000	
4 Textbooks and Instructional Supplies		\$ 36,500
5 Other Instructional Costs		7,767
12 Fixed Charges	<u>4,267</u>	<u> </u>
Total	<u>\$ 44,267</u>	<u>\$ 44,267</u>

Technology in Maryland Schools Project

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries		\$ 8,425
4 Textbooks and Instructional Supplies		10,200
12 Fixed Charges	<u>18,625</u>	<u> </u>
Total	<u>\$ 18,625</u>	<u>\$ 18,625</u>

Title II Enhancing Education Through Technology Program

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration		\$ 12,417
5 Other Instructional Costs	<u>\$ 12,417</u>	<u> </u>
Total	<u>\$ 12,417</u>	<u>\$ 12,417</u>

English Literacy and Civics Instruction Project

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries		\$ 7,500
4 Textbooks and Instructional Supplies		695
5 Other Instructional Costs	\$ 8,795	
12 Fixed Charges		<u>600</u>
Total	<u>\$ 8,795</u>	<u>\$ 8,795</u>

Consolidated Adult Education and Literacy Services Project

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration		\$ 2,629
3 Instructional Salaries	\$ 2,621	
5 Other Instructional Costs		201
12 Fixed Charges	209	
Total	<u>\$ 2,830</u>	<u>\$ 2,830</u>

American Indian Education Program

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries		\$ 2,102
4 Textbooks and Instructional Supplies	\$ 1,183	
5 Other Instructional Costs		731
9 Student Transportation	1,768	
12 Fixed Charges		118
Total	<u>\$ 2,951</u>	<u>\$ 2,951</u>

Title II Curriculum Development Project

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries	\$ 55,862	
12 Fixed Charges		<u>\$ 55,862</u>
Total	<u>\$ 55,862</u>	<u>\$ 55,862</u>

Reading Together USA Project

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries		\$ 50,329
4 Textbooks and Instructional Supplies	\$ 36,495	
5 Other Instructional Costs	3,305	
12 Fixed Charges	10,529	
Total	<u>\$ 50,329</u>	<u>\$ 50,329</u>

and be it further

Resolved, That a copy of this resolution be sent to the county executive and County Council.

RESOLUTION NO. 232-03 Re: **FY 2003 CATEGORICAL TRANSFER FOR THE PROVISION FOR FUTURE SUPPORTED PROJECTS**

On recommendation of the Superintendent and on motion of Mr. Romero seconded by Ms. Cox, the following resolution was adopted unanimously:#

WHEREAS, The current FY 2003 Operating Budget adopted by the Board of Education includes \$16,495,144 for the Provision for Future Supported Projects; and

WHEREAS, The Board of Education will receive additional projects that are eligible for funding through the Provision for Future Supported Projects during FY 2003; and

WHEREAS, Actual revenue and expenditure requirements of grant projects require that categorical transfers be made in the Provision for Future Supported Projects; now therefore be it

Resolved, That the superintendent of schools be authorized to effect categorical transfers totaling \$800,000 within the FY 2003 Provision for Future Supported Projects, in accordance with the County Council provision for transfers, as follows:

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration	\$ 150,000	
2 Mid-level Administration	50,000	
3 Instructional Salaries		\$ 630,000
4 Textbooks and Instructional Supplies		120,000
5 Other Instructional Costs	600,000	
9 Transportation	_____	<u>50,000</u>
Total	<u>\$ 800,000</u>	<u>\$ 800,000</u>

and be it further

Resolved, That a copy of this resolution be sent to the county executive and County Council; and be it further

Resolved, That the county executive be requested to recommend approval of this resolution to the County Council.

RESOLUTION NO. 233-03 Re: **APPOINTMENT OF MONTGOMERY COUNTY
PUBLIC SCHOOLS EMPLOYEES RETIREMENT
AND PENSION SYSTEM INVESTMENT TRUSTEE**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by Mr. Romero, the following resolution was adopted unanimously:

WHEREAS, The Board of Education by Resolution No. 344-95 authorized the establishment of a trust to be used for the purpose of funding the Montgomery County Public Schools Employees' Retirement and Pension System benefits; and

WHEREAS, The trustees are a committee composed of the chief operating officer; the chief financial officer; the director of management, budget and planning; the director of insurance and retirement; and the controller; and up to, but no more than, four additional members to be appointed by the Board of Education; and

WHEREAS, The appointed term of Mr. Theodore W. Urban as a trustee ends June 30, 2003; and

WHEREAS, Mr. Urban has expressed a willingness to serve for an additional three-year term; now therefore be it

Resolved, That Mr. Theodore W. Urban be appointed as trustee for a three-year term ending June 30, 2006.

RESOLUTION NO. 234-03 Re: **HUMAN RESOURCES MONTHLY REPORT**

On recommendation of the Superintendent and on motion of Dr. Haughey seconded by Mr. Alnifaidy, the following resolution was adopted unanimously:

Resolved, That the Board of Education approved the Human Resource Monthly Report dated May 13, 2003.

RESOLUTION NO. 235-03 Re: **DEATH OF CHRISTINE D. SMYTH, SPECIAL
EDUCATION INSTRUCTIONAL ASSISTANT,
GREENWOOD ELEMENTARY SCHOOL**

On recommendation of the Superintendent and on motion of Dr. Haughey seconded by Mr. Alnifaidy, the following resolution was adopted unanimously:

WHEREAS, The death on April 12, 2003, of Christine D. Smyth, special education instructional assistant at Greenwood Elementary School, has deeply saddened the staff, students, and members of the Board of Education; and

WHEREAS, In the more than 13 years that Mrs. Smyth had been employed by Montgomery County Public Schools, she proved to be reliable, dependable, and responsible, while always displaying a caring attitude toward the students; and

WHEREAS, Mrs. Smyth was a valued member of the Greenwood staff, always doing what was required in her position and then exceeding those expectations; now therefore be it

Resolved, That the members of the Board of Education express their sorrow at the death of Christine D. Smyth and extend deepest sympathy to her family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mrs. Smyth's family.

RESOLUTION NO. 236-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Michael Bayewitz	Principal Intern, North Chevy Chase ES	Principal, Luxmanor ES

RESOLUTION NO. 237-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Elaine Chang	Principal Intern, Captain James E. Daly ES	Principal, Lakewood ES

RESOLUTION NO. 238-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Linda Goldberg	Interim Principal, Potomac ES	Principal, Potomac ES

RESOLUTION NO. 239-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Jean Haven	Coordinator of Professional Growth System	Principal, Takoma Park MS

RESOLUTION NO. 240-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Barbara Jasper	Interim Principal, Clopper Mill ES	Principal, Sequoyah ES

RESOLUTION NO. 241-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Keith Jones	Principal Intern, College Gardens ES	Principal, Summit Hall ES

RESOLUTION NO. 242-03 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Raymond Myrtle	Acting Principal, Lucy V. Barnsley ES	Principal, Lucy V. Barnsley ES

RESOLUTION NO. 243-03 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Roni Silverstein	Principal Intern, Ronald McNair ES	Principal, Clopper Mill ES

RESOLUTION NO. 244-03 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 1, 2003:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Kenneth Williams	Principal Intern, Sherwood ES	Principal, Damascus ES

Re: MONTHLY FINANCIAL REPORT

Mr. Bowers reported on the projected financial condition through March 31, 2003, based on program requirements and estimates made by primary and secondary account managers. At that time, revenues have a projected surplus of \$2,018,809 while expenses have a projected surplus of \$1,200,000.

RESOLUTION NO. 245-03 Re: PRELIMINARY PLANS – GAITHERSBURG HIGH SCHOOL ADDITION

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Dr. Haughey, the following resolution was adopted unanimously:

WHEREAS, The architect for Gaithersburg High School, Samaha Associates, has prepared a schematic design in accordance with the educational specifications; and

WHEREAS, The Gaithersburg High School Advisory Committee has approved the proposed schematic design; now therefore be it

Resolved, That the Board of Education approve the preliminary plans report for the Gaithersburg High School addition developed by Samaha Associates.

RESOLUTION NO. 246-03

Re: **PRELIMINARY PLANS – NORTHWEST HIGH SCHOOL ADDITION**

On recommendation of the Superintendent and on motion of Mr. Felton seconded by MS. Cox, the following resolution was adopted unanimously:

WHEREAS, The architect for Northwest High School, Samaha Associates, has prepared a schematic design in accordance with the educational specifications; and

WHEREAS, The Northwest High School Advisory Committee has approved the proposed schematic design; now therefore be it

Resolved, That the Board of Education approve the preliminary plans report for the Northwest High School addition developed by Samaha Associates.

Re: **REQUEST TO DEVELOP A LIBRARY MEDIA INFORMATION LITERACY SKILLS PRE-K–12 FRAMEWORK**

Dr. Weast invited the following people to the table: Mr. Dale E. Fulton, associate superintendent, Office of Curriculum and Instructional Programs; Dr. Michael P. Cohen, director, Department of Enriched and Innovative Programs; Ms. Gail Bailey, director, School Library Media Programs; Ms. Altheria Rogers, library media specialist, John F. Kennedy High School; and Mrs. Linda Wong, media assistant, Herbert Hoover Middle School.

The Office of Curriculum and Instructional Programs (OCIP), in accordance with Policy IFA: *Curriculum*, requests approval from the Board of Education to develop an information-literacy skills framework for Pre-K–Grade 12. This framework will delineate opportunities for the library media specialists and media assistants to teach students how to retrieve and manage information responsibly within the content areas and include the use of technology. The director of School Library Media Programs, working with the library media specialists, would like to begin developing the information-literacy skills framework this summer, so they can enhance their current instructional practices in the library media program. These enhancements will expand their support for reading and teaching research skills in the context of content-area learning.

Current best practices related to the development of information-literacy skills emphasize the need for timely access to information related to classroom instruction. Weekly visits to the library media center for isolated skills instruction do not provide students with the meaningful learning experiences they need to become information literate. Pre-K–Grade 12 students require learning opportunities that help them recognize the importance of using information when making decisions and solving problems. Integrating information-literacy skills into the content areas will provide opportunities for library media specialists and

media assistants to partner with classroom teachers to incorporate appropriate research strategies and technology applications to facilitate lifelong, independent learning.

Mastering information-literacy skills is essential for success both in school and throughout life. Information-literacy skills (locating, collecting, organizing, interpreting, and sharing information) are most effectively learned in the context of subject-area content. Effective collaboration between classroom teachers and school library media specialists enhances the mastery of both information-literacy skills and subject-area content by merging the development of information-processing skills and strategies (including the use of technology) with the learning of subject-area content. Library media specialists want to maximize their skills and resources to have an impact on teaching and learning by appropriately sequencing these skills and strategically integrating them into the content-area curriculum.

In 1998 the American Library Association established national standards for information-literacy. The Maryland State Board of Education adopted a parallel set of library media learner outcomes in 2000. The intent of each effort is to develop students who are information-literate and lifelong learners.

In addition to recognizing the need to revise the current library media scope and sequence of skills, the on-site review team conducting the Maryland State Department of Education Library Media Program Review in November 2001 recommended the development of an MCPS pre-K–12 information-literacy skills framework.

The following are some of the major objectives of developing an information-literacy skills framework:

1. Evolve from a scope and sequence of isolated “library media skills” to an integrated information-processing format.
2. Reflect the national information-literacy standards and state library media learner outcomes.
3. Formally recognize the importance of information-literate graduates as a responsibility shared by all MCPS educators.
4. Identify core concepts and provide common language for consistency.
5. Facilitate articulation of information-literacy skills (pre-K–12).
6. Reflect the three major components of the school library media program—literature, research, and technology.
7. Generate a consensus of a common set of learner outcomes to facilitate the development of age-appropriate applications of information-literacy skills, including the responsible use of technology.
8. Create an organization/structure that is easy to use, yet provides the depth and breadth of skills involved.
9. Identify skills that must be integrated into instructional guides as they are revised, and other curricular documents as they are developed.

10. Include information-literacy and technology skills components in curriculum implementation staff development.
11. Support the newly revised performance standards for library media specialists that emphasize their instructional role.

The pace of contemporary life requires the individual to recognize the need and accept responsibility for becoming a lifelong, independent learner. Lifelong learning is built upon a foundation of information-literacy, defined as the ability to locate, collect, organize, interpret, and share relevant information. The effective and efficient use of information is essential for understanding and communicating ideas. As a school system, we must provide all students with age-appropriate, meaningful interactions with information in order to produce information-literate graduates.

Re: DISCUSSION

In visiting schools, Dr. Haughey has been impressed with the use of the media resources in the middle and high schools. He asked if the framework would start in elementary or secondary schools. Ms. Bailey replied that the literary skills will be infused in the curriculum with the instructional guides primary at the elementary and middle school levels.

Dr. Haughey asked how integrated literacy compares to a separate class for information utilization. Mr. Fulton responded that this is an upgrade to existing curriculum work and not an add on.

Mr. Romero thought this was a program to teach literacy skills and wanted to know how staff envisioned the media center in the future. With the advent of wireless technology, it is possible to bring the media center into the classroom. Ms. Bailey replied that literacy skills will be an integral part of the curriculum. Also, learning extends to the home since all informational databases can be accessed.

Mrs. O'Neill was concerned about the "digital divide," since not all students have computers available at home. The media center must be available to those students since it is an essential part of students' learning.

Mr. Lange thought architectural planning for the future would change because the concept of literacy skills and instruction are refocused. Ms. Bailey stated that she was involved in the planning phases for renovations, which focus on instructional space.

Mr. Lange believed that, as the school system moves forward, there will be a need for proficient staff. What is the impact on staff development, such as funds and time? Mr. Fulton replied that there was specific training for media specialists and assistants, but everyone delivering instruction to students requires staff development.

Mr. Lange asked about the cost and performance measures for this initiative. Ms. Bailey

stated that one of the performance measures will be the support of the new standards for media specialists. However, assessment of performance measures for students to assure that they are media literate have not been developed as yet. As the framework is integrated into the curriculum, those assessments will be generated.

Ms. Cox thought the request before the Board was to develop a framework, and that there currently is not a framework for media information literacy skills. Ms. Bailey replied that currently there is not a framework, but there are a scope and sequence. However, there is no consistency or alignment throughout the school system.

Ms. Cox reiterated that the school system will have a framework that identifies the information-literacy standards for expected attainment by students. Thereafter, the curriculum frameworks will build in opportunities for instructional application in the content areas. Also, there is an expectation that there would be collaboration between the media specialists and the teachers on melding their work. However, the assessment will remain in the curriculum framework and with the classroom teacher and at times the media specialist. Mr. Fulton thought that both the media specialist and the classroom teachers would assess student achievement.

Ms. Cox thought the media specialist and the classroom teacher could collaborate on grading these skills. Mr. Fulton thought it would be a seamless integration of curriculum and a comprehensive plan for academic achievement for all students.

Ms. Cox thought there would be implications for planning at the school level in terms of how administrators structure the planning time. She asked what stakeholder groups would populate the advisory group. Ms. Bailey stated that there would be principals, teachers, students, parents, and media personnel, as well as the public libraries.

Mr. Felton asked how will life be different for students and media personnel when the development of the library media information literacy skills pre-k-12 framework is completed. Ms. Bailey reported that at the present time, some teachers think they need to cover the content and do not see the opportunities to incorporate library literacy skills. By integrating literacy skills into the curriculum, the responsibility for these skills can be shared. A team would collaborate on working with students to develop literacy skills.

Mr. Burnett asked how staff will identify the concerns or problems of students to ascertain what needs to be addressed. Staff replied that teachers can give feedback or the media specialist can determine the level of skill the student has reached.

Mr. Burnett was not clear as to how the roles would be different from pre-framework to post-framework. What are the roles and expectations? What will be different? Mr. Fulton replied that there will be consistency of instruction and alignment with the curriculum.

Mrs. O'Neill pointed out that consistency and alignment have been issues throughout the

school system. She was pleased that the framework would be development because there were huge variations among schools on how the media center is used. Learning literacy skills early will help a child throughout their school years as well as throughout life.

RESOLUTION NO. 247-03 Re: **REQUEST TO DEVELOP A LIBRARY MEDIA INFORMATION LITERACY SKILLS PRE-K-12 FRAMEWORK**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

WHEREAS, According to Policy IFA: *Curriculum*, all framework decisions are subject to Board of Education approval; and

WHEREAS, In 1998, the American Association of School Librarians (AASL)/Association for Educational Communications and Technology (AECT) established national standards for information-literacy; and

WHEREAS, In November 2001, an on-site review team conducting the Maryland State Department of Education Library Media Program Review recommended the development of an MCPS pre-K-12 information-literacy skills framework; and

WHEREAS, The current School Library Media Programs framework document is in need of revision in order to ensure that MCPS produces information-literate graduates who are prepared for the demands of a growing technological society; now therefore be it

Resolved, That the Board of Education grant approval for the development of an information-literacy skills framework for Grades pre-K-12 that will be used by library media specialists to integrate information-literacy skills throughout MCPS curriculums.

Re: **FINAL ACTION ON POLICY ACA, HUMAN RELATIONS**

On recommendation of the Policy Subcommittee and on motion of Ms. Cox seconded by Dr. Haughey, the following resolution was placed on the table:

WHEREAS, Policy ACA, *Human Relations* affirms the Montgomery County Public Schools' commitment to exemplary human relations and to promoting positive human relations within the school system; and

WHEREAS, The draft revision of Policy ACA, *Human Relations* was tentatively adopted by the Board of Education on January 14, 2003, and sent out for public comment; and

WHEREAS, The Board of Education has received comments and the superintendent's

recommendations thereto; now therefore be it

Resolved, That the Board of Education adopt draft Policy ACA, *Human Relations*.

Human Relations

A. PURPOSE

To affirm the Montgomery County Board of Education's commitment to exemplary human relations and promote positive human relations within the school system

To affirm that MCPS will not condone acts of insensitivity, disrespect, bias, verbal abuse, harassment, bullying, physical violence, or illegal discrimination toward any person, to promote exemplary human relations for all without regard to race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation.

To establish and maintain productive and harmonious working and learning environments for all staff and parents

To assure that exemplary human relations remain a continuing priority

B. ISSUE

Proactive steps must be taken to advance an environment of high expectations and mutual respect. MCPS should reaffirm its commitment to preparing all students to live and work in a global multicultural world and to fostering an atmosphere where each member of the community is an integral part of the educational process. Staff, student, parent, and community input and interagency collaboration must be critical factors in fulfilling this commitment.

C. POSITION

1. Definition

Human relations are the personal and group dynamics that promote respect for the rights and integrity of each individual and recognition of the value of each group as an important part of the community. Positive human relations are a vehicle to promote access, equity, and equality of opportunity for all.

2. Commitments

a) Promote an atmosphere of respect and nondiscrimination

Each MCPS employee shall be responsible for establishing and maintaining an educational atmosphere in which students and staff can develop attitudes and skills for effective, cooperative living, including:

- (1) Respect for the individual regardless of race, color, national origin, religion, gender, age, marital status, socioeconomic status, intellectual ability, sexual orientation, physical characteristics, or disability
 - (2) Respect for cultural and language differences
 - (3) Respect for personal rights of others
 - (4) Respect for the right of others to seek and maintain their own identities with dignity
- a) Provide training and education to achieve systemwide cultural competence
- (1) MCPS will educate children to succeed in a global community by helping them to develop an awareness and understanding of the achievements, problems, and aspirations of all people.
 - (2) MCPS will provide opportunities for staff, students, parents, and community members to become more aware of human relations concerns in the school and community and become actively engaged in working together to resolve those concerns.
- c) Provide equality of opportunity
- (1) MCPS shall continue to promote a diverse workforce by making every effort to maintain a school system free of prejudice and illegal discrimination in all aspects of employment.
 - (2) MCPS will promote diverse representation on task forces, committees, commissions, and other advisory bodies.

D. DESIRED OUTCOMES

1. Every school and unit will demonstrate an atmosphere that promotes understanding, respect, and positive interaction among all individuals and

groups.

2. MCPS will be free of illegal discriminatory barriers to educational and employment opportunities based on race, color, national origin, religion, gender, age, marital status, sexual orientation, or disability.

E. IMPLEMENTATION STRATEGIES

1. Curricula, programs, instructional materials, and training shall continue to be examined, revised, and designed as necessary, to provide all staff and students with the knowledge, skills, attitudes, and behaviors to exercise positive interpersonal and group relations. Instructional materials used in the schools will accurately portray the history, contributions, and culture of the diverse ethnic groups in our society.
2. All administrators and supervisors will implement, coordinate, and assess human relations activities and programs for students, staff, and parents.
3. Staff will promote and encourage schools, classrooms, offices, and school-sponsored representations (including mascots, logos, team names, chants, or musical accompaniments) to be inclusive, bias-free, gender-neutral, and to provide a welcoming climate for all.
4. Primary responsibility for the prompt investigation and resolution of human relations concerns and complaints of discrimination shall be assigned by the superintendent or designee to the appropriate office or offices. The designated office or offices and staff will be external to offices directly responsible for making or remedying decisions or actions prompting such concerns. Additionally, the office or offices shall maintain appropriate records, increase awareness, and promote training and outreach to improve human relations.

F. REVIEW AND REPORTING

This policy will be reviewed on an ongoing basis in accordance with the Board of Education's policy review process.

RESOLUTION NO. 248-03

Re: **AN AMENDMENT TO POLICY ACA, HUMAN RELATIONS**

On motion of Mr. Felton and seconded by Ms. Cox, the following resolution was adopted unanimously:

Resolved, That the Board amend Policy ACA at B. to read:

Proactive steps must be taken to advance an environment of high expectations and mutual respect. MCPS ~~should~~ reaffirms its commitment to preparing all students to live and work in a global multicultural world and to fostering an atmosphere where each member of the community is an integral part of the educational process. Staff, student, parent, and community input and interagency collaboration must be critical factors in fulfilling this commitment.

Re: **DISCUSSION**

Mr. Lange requested clarification on the approaches the community, staff, and students should follow for resolution of a dispute, i.e., the office or person for initial contact.

Re: **AN AMENDMENT TO POLICY ACA, *HUMAN RELATIONS***

On motion of Mr. Romero and seconded by Ms. Cox, the following resolution failed with Mr. Alnifaidy, Ms. Cox, and Mr. Romero voting in the affirmative; Mr. Burnett, Mr. Felton, Dr. Haughey, Mr. Lange, and Mrs. O'Neill voting in the negative:

Resolved, That the Board of Education amend Policy ACA at E.1. to read:

Instruction and instructional materials used in the schools will accurately portray the history, contributions, and culture of the diverse ethnic groups in our society.

Re: **AN AMENDMENT TO POLICY ACA, *HUMAN RELATIONS***

On motion of Dr. Haughey and seconded by Mr. Lange, the following resolution failed with Mr. Alnifaidy, Mr. Burnett, Ms. Cox, Mr. Felton, Mr. Lange, Mrs. O'Neill, and Mr. Romero voting in the negative; Dr. Haughey abstaining:

Resolved, That the Board of Education amend Policy ACA at A. to read:

To affirm that MCPS **condemns and** will not condone acts of insensitivity, disrespect, bias, verbal abuse, harassment, bullying, physical violence, or illegal discrimination toward any person, to promote exemplary human relations for all without regard to race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation.

Re: **AN AMENDMENT TO POLICY ACA, *HUMAN RELATIONS***

On motion of Ms. Cox and seconded by Mr. Romero, the following resolution failed with Ms. Cox and Mr. Romero voting in the affirmative; Mr. Alnifaidy, Mr. Burnett, Mr. Felton, Dr. Haughey, Mr. Lange, and Mrs. O'Neill voting in the negative:

Resolved, That the Board of Education amend Policy ACA at E.1. and delete the following:

~~Instructional materials used in the schools will accurately portray the history, contributions, and culture of the diverse ethnic groups in our society.~~

RESOLUTION NO. 249-03 Re: **FINAL ACTION ON POLICY ACA, *HUMAN RELATIONS***

On recommendation of the Policy Subcommittee and on motion of Ms. Cox seconded by Dr. Haughey, the following resolution, as amended, was adopted unanimously:

WHEREAS, Policy ACA, *Human Relations* affirms the Montgomery County Public Schools' commitment to exemplary human relations and to promoting positive human relations within the school system; and

WHEREAS, The draft revision of Policy ACA, *Human Relations* was tentatively adopted by the Board of Education on January 14, 2003, and sent out for public comment; and

WHEREAS, The Board of Education has received comments and the superintendent's recommendations thereto; now therefore be it

Resolved, That the Board of Education adopt draft Policy ACA, *Human Relations*.

Human Relations

A. PURPOSE

To affirm the Montgomery County Board of Education's commitment to exemplary human relations and promote positive human relations within the school system

To affirm that MCPS will not condone acts of insensitivity, disrespect, bias, verbal abuse, harassment, bullying, physical violence, or illegal discrimination toward any person, to promote exemplary human relations for all without regard to race, color, gender, religion, ancestry, national origin, marital status, age, disability, or sexual orientation.

To establish and maintain productive and harmonious working and learning environments for all staff and parents

To assure that exemplary human relations remain a continuing priority

B. ISSUE

Proactive steps must be taken to advance an environment of high expectations and mutual respect. MCPS reaffirm its commitment to preparing all students to live and work in a global multicultural world and to fostering an atmosphere where each member of the community is an integral part of the educational process. Staff, student, parent, and community input and interagency collaboration must be critical factors in fulfilling this commitment.

C. POSITION

1. Definition

Human relations are the personal and group dynamics that promote respect for the rights and integrity of each individual and recognition of the value of each group as an important part of the community. Positive human relations are a vehicle to promote access, equity, and equality of opportunity for all.

2. Commitments

a) Promote an atmosphere of respect and nondiscrimination

Each MCPS employee shall be responsible for establishing and maintaining an educational atmosphere in which students and staff can develop attitudes and skills for effective, cooperative living, including:

1. Respect for the individual regardless of race, color, national origin, religion, gender, age, marital status, socioeconomic status, intellectual ability, sexual orientation, physical characteristics, or disability
- (2) Respect for cultural and language differences
- (3) Respect for personal rights of others
- (4) Respect for the right of others to seek and maintain their own identities with dignity

- a) Provide training and education to achieve systemwide cultural competence
 - (1) MCPS will educate children to succeed in a global community by helping them to develop an awareness and understanding of the achievements, problems, and aspirations of all people.
 - (2) MCPS will provide opportunities for staff, students, parents, and community members to become more aware of human relations concerns in the school and community and become actively engaged in working together to resolve those concerns.

- c) Provide equality of opportunity
 - (1) MCPS shall continue to promote a diverse workforce by making every effort to maintain a school system free of prejudice and illegal discrimination in all aspects of employment.
 - (2) MCPS will promote diverse representation on task forces, committees, commissions, and other advisory bodies.

D. DESIRED OUTCOMES

- 1. Every school and unit will demonstrate an atmosphere that promotes understanding, respect, and positive interaction among all individuals and groups.
- 2. MCPS will be free of illegal discriminatory barriers to educational and employment opportunities based on race, color, national origin, religion, gender, age, marital status, sexual orientation, or disability.

E. IMPLEMENTATION STRATEGIES

- 1. Curricula, programs, instructional materials, and training shall continue to be examined, revised, and designed as necessary to provide all staff and students with the knowledge, skills, attitudes, and behaviors to exercise positive interpersonal and group relations. Instructional materials used in the schools will accurately portray the history, contributions, and culture of the diverse ethnic groups in our society.
- 2. All administrators and supervisors will implement, coordinate, and assess human relations activities and programs for students, staff, and parents.

3. Staff will promote and encourage schools, classrooms, offices, and school-sponsored representations (including mascots, logos, team names, chants, or musical accompaniments) to be inclusive, bias-free, gender-neutral, and to provide a welcoming climate for all.
4. Primary responsibility for the prompt investigation and resolution of human relations concerns and complaints of discrimination shall be assigned by the superintendent or designee to the appropriate office or offices. The designated office or offices and staff will be external to offices directly responsible for making or remedying decisions or actions prompting such concerns. Additionally, the office or offices shall maintain appropriate records, increase awareness, and promote training and outreach to improve human relations.

F. REVIEW AND REPORTING

This policy will be reviewed on an ongoing basis in accordance with the Board of Education's policy review process.

RESOLUTION NO. 250-03 Re: **CLOSED SESSION RESOLUTION**

On recommendation of the Superintendent and on motion of Ms. Cox seconded by Mr. Lange, the following resolution was adopted unanimously:

WHEREAS, The Board of Education of Montgomery County is authorized by the *Education Article* and *State Government Article of the Annotated Code of Maryland* to conduct certain meetings or portions of its meetings in closed sessions; now therefore be it

Resolved, That the Board of Education of Montgomery County conduct closed sessions on Tuesday, May 27, 2003, in Room 120 of the Carver Educational Services Center to meet from 7:00 to 7:30 p.m. and 10:30 p.m. to 11:00 to discuss personnel matters, as permitted under Section 10-508(a)(1) of the *State Government Article*; consult with counsel to obtain legal advice, as permitted by Section 10-508(a)(7) of the *State Government Article*; review and adjudicate appeals in its quasi-judicial capacity; discuss collective bargaining negotiations, as permitted under Section 10-508(a)(9) of the *State Government Article* and Section 4-107(d)(2)(ii) of the *Education Article*; and discuss matters of an executive function outside the purview of the Open Meetings Act (Section 10-503(a) of the *State Government Article*); and be it further

Resolved, That such meetings shall continue in closed session until the completion of business.

Re: REPORT OF CLOSED SESSION

On April 23, 2003, by unanimous vote of members present, the Board of Education voted to conduct closed sessions as permitted under the *Education Article* § 4-107 and *State Government Article* § 10-501, *et seq.*, of the *Annotated Code of Maryland*.

The Montgomery County Board of Education met in closed sessions on April 23, 2003, from 7:00 to 7:30 p.m. and 9:10 to 10:35 p.m. in Room 120 of the Carver Educational Services Center, Rockville, Maryland, and

1. Reviewed and/or adjudicated the following appeals: 2002-39, 2002-42, 2003-8, and T-2003-2.
2. Reviewed the Superintendent's recommendation for the Human Resources Monthly Report and human resources appointments, subsequent to which the vote to approve was taken in open session.
3. Conducted a portion of its closed sessions to discuss collective bargaining negotiations, as permitted under Section 10-508(a)(9) of the *State Government Article* and Section 4-107(d)(2)(ii) of the *Education Article*.
4. Discussed matters of an executive function outside the purview of the Open Meetings Act (Section 10-503(a) of the *State Government Article*).

In attendance at the closed session were: Mihyar Alnifaidy, Elizabeth Arons, Larry Bowers, Sharon Cox, Reggie Felton, Walt Gibson, Charles Haughey, Roland Ikheloa, Mark Kelsch, Laverne Kimball, Don Kress, Frieda Lacey, Walter Lange, George Margolies, Pat O'Neill, Brian Porter, Lori Rogovin, Gabe Romero, Glenda Rose, Frank Stetson, Greg Thornton, Jerry Weast, and James Williams.

RESOLUTION NO. 251-03 Re: MINUTES OF MARCH 11, 2003, MEETING

On motion of Mr. Felton and seconded by Ms. Cox, the following resolution was adopted unanimously:

Resolved, That the Board of Education approve its minutes from the March 11, 2003, meeting.

RESOLUTION NO. 252-03 Re: MINUTES OF MARCH 24, 2003, MEETING

On motion of Ms. Cox and seconded by Dr. Haughey, the following resolution was adopted unanimously:

Resolved, That the Board of Education approve its minutes from the March 24, 2003, meeting.

RESOLUTION NO. 253-03

Re: **MINUTES OF APRIL 10, 2003, MEETING**

On motion of Dr. Haughey and seconded by Mr. Felton, the following resolution was adopted unanimously:

Resolved, That the Board of Education approve its minutes from the April 10, 2003, meeting.

Re: **NEW BUSINESS**

There was no new business.

Re: **ITEMS OF INFORMATION**

The following items were available:

1. Legal Fees Report
2. Construction Progress Report
3. Minority-, Female-, or Disabled-owned Business Procurement Report for the Third Quarter of Fiscal Year 2003

RESOLUTION NO. 254-03

Re: **ADJOURNMENT**

On recommendation of the Superintendent and on motion of Dr. Haughey seconded by Ms. Cox, the following resolution was adopted unanimously:

Resolved, That the Board of Education adjourn its meeting of May 13, 2003, at 4:35 p.m.

PRESIDENT

SECRETARY

JDW:gr

**MONTGOMERY COUNTY BOARD OF EDUCATION
SUMMARY SHEET**

May 13, 2003

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