The Board of Education of Montgomery County met in special session at the Carver Educational Services Center, Rockville, Maryland, on Tuesday, December 18, 1984, at 8 p.m.

ROLL CALL Present: Dr. Robert E. Shoenberg, President in the Chair

Dr. James E. Cronin Mrs. Sharon DiFonzo

Mr. Blair G. Ewing Dr. Jeremiah Floyd

Mrs. Marilyn J. Praisner Mrs. Mary Margaret Slye

Absent: Miss Jacquie Duby

Others Present: Dr. Wilmer S. Cody, Superintendent of

Schools

Dr. Harry Pitt, Deputy Superintendent Mr. Thomas S. Fess, Parliamentarian

Re: Discussion with Montgomery County Council of Supporting Services Employees

Dr. Shoenberg welcomed Mr. Vincent Foo and members of his executive Board. Mr. Foo expressed his appreciation for the annual meeting, congratulated the new Board officers, and expressed thanks to Mrs. Praisner for her successful year as Board president. He showed a video tape on the hazards of video display terminals. He cited radiation dangers, vision problems, ergonomics, and stress. He suggested that MCPS institute a study on the dangers of VDTs and pointed out that European countries and Japan did buy shielded terminals. Mr. Ewing asked that staff look into the issues of shielding and the costs of shields. Dr. Cody suggested that they look into original sources of any studies done. Mrs. Praisner asked whether they were ordering special furniture because of changes in needs connected to the use of terminals. Mrs. DiFonzo inquired about any studies the Japanese might have done which caused them to order the shielded terminals. Mrs. Praisner felt that they did not have enough information yet about possible effects and needed more information. Dr. Cronin asked for assurances that pregnant women working at these terminals would be allowed to transfer to positions where the VDT was not used.

Mr. Foo called attention to the Council's task force on comparable work and the states which were doing similar studies. He noted that they had one group, food services, which was almost entirely female, and he suggested that they needed to look at the skills requirements of these positions and compare them to other positions which were predominantly staffed by males. Mr. Ewing suggested that it would be useful to the Board to have some information about where things

stood at the state and county level on these studies. This could be a brief report to the Board.

Mr. Foo raised the issue of the number of uniforms provided to employees, particularly cafeteria workers. He was particularly concerned about the uniform to be provided to the security patrols because it was dark grey and did not clearly identify the wearer as an employee of MCPS. Dr. Cody requested that staff provide him and the Board with information on the status of the uniforms.

In regard to paychecks for supporting services employees, Mr. Foo raised a concern about checks lost in the mail and the plan for distribution to bus drivers on Friday, December 21. Dr. Cody explained the problems MCPS had been having with mailing checks and agreed to look into the question of providing additional hours for bus drivers to pick up their checks.

Mr. Foo called attention to the new provision in the contract for filling vacancies with "senior qualified" personnel. He said they were having problems with position descriptions being written so that they did not eliminate people who were not qualified. He was particularly concerned about a maintenance position which did not require a Class B driving license. Dr. Cronin asked that Personnel provide a report on job classification, and Mrs. Praisner asked for information on how these descriptions were reviewed and who participated in the review. Dr. Cody asked for additional information on the driving license issue.

Mr. Foo also cited a problem with forms clerical personnel were being asked to complete. He inquired about input from people actually using the forms and whether these forms were actually meeting needs for information. Dr. Pitt replied that normally forms were developed by a committee and field tested. Mr. Ewing requested information on the process and where the forms were actually field tested.

In regard to temporary employees, Mr. Foo called attention to provisions in the contract which called for the establishment of a permanent position after a temporary position had been in existence for a certain time. Mr. Ewing asked for a report on the numbers of temporary employees in the school system and where these positions were by department.

Mr. Foo noted that the Board and superintendent were in the process of selecting a new director of the Department of Human Relations and had placed an emphasis on human relations in the school system. He had found a great need for courses and seminars to make employees aware of other employees and sensitive to the needs of others. He thought that most programs were aimed at teacher/student relationships and not employee relationships. Mr. Ewing suggested that they give thought to using the start of the school year for some efforts to get whole staffs of a school together to emphasize working as a team. He commented that the teacher in the classroom was important, the school system could not function unless everyone

worked together.

Mr. Foo explained that there was a problem with no work/no pay days in October. While it was not true, there was a perception that teachers were being paid for these days. A proposal was made by MCCSSE that staff consider using these days for in-service for employees. Jewish employees could be given the option of taking this training during other holidays.

Dr. Shoenberg thanked Mr. Foo for having brought an extraordinarily rich group of topics to the Board. He felt that the time was well spent in discussion.

Re: Adjournment

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

President

Secretary

WSC:mlw