

**MONTGOMERY COUNTY BOARD OF EDUCATION
POLICY COMMITTEE**

June 11, 2008

The meeting was called to order at 2:30 p.m. with the following committee members and Board staff present: Sharon Cox (chair), Shirley Brandman, Ben Moskowitz, Pat O'Neill, Suzann King (staff assistant), and Glenda Rose (recorder). Student Member of the Board-elect Quratul-Ann Malik

Other staff present: Stephanie Williams, Harriet Potosky, Brian Edwards, Lori-Christina Webb, John Matthews, Cathy Pevey, Christina Yuknis, Diane Mohr, Eunice Gerring, Robin Confino, Eric Davis, and Karen Crawford.

Others present: Suzanne Weiss, Kay Romero, and Jane deWinter.

Committee Minutes

Action: The minutes of the May 14, 2008, meeting were approved, as presented.

Policy EEA, Student Transportation

At the June 10, 2008, Board of Education meeting, the Board remanded Policy EEA to the Policy Committee with instructions to clarify the language to provide a waiver process in order to give the school system flexibility in dealing with exigent circumstances. Also, the Board asked the committee to review the term "standards."

The original resolution read:

In exigent circumstances, the superintendent may apply to the Board of Education for a waiver to adjust transported distances. Such a request must be approved by the Board following an opportunity for expedited public comment.

After a lengthy discussion, the Policy Committee relocated the statement within the policy and revised the new section i) to read:

In exigent circumstances, the superintendent may apply to the Board of Education for a waiver to adjust transported distances. Board action on the waiver request can only be taken following an opportunity for expedited public comment.

Finally, the committee agreed to replace "standards" with "criteria" where appropriate.

Action: The revised language will be forwarded to the Board with a recommendation for final approval on June 23, 2008.

Timeline for Policy ABC, Parental Involvement

Staff provided the committee with a timeline that culminated with tentative Board action in February 2009. This revised timeline provided for broad stakeholder involvement and feedback. The committee thought the content should include current research and languages changes that reflect MCPS' commitment and local school planning. There was a suggestion to differentiate the titles of groups including stakeholders and those doing staff work. The committee pointed out that students should be included in stakeholder workgroups.

Action: Staff will proceed with timeline and give periodic updates to the committee,

Update on Evaluation of Policy CNA, Informational Material and Announcements

After reviewing the results of Policy CNA's evaluation, staff concluded that the policy is being implemented, but there are inconsistencies. Staff recommended the following:

1. provide periodic reminders to school staff of the requirements in the policy and regulation
2. ensure that the appropriate disclaimer is included on all items for distribution or display from nonprofit community organizations or businesses
3. require proof of nonprofit status from organizations wishing to distribute materials directly to students. Schools should keep these letters as a reference at least until the end of the school year
4. inform school that the Office of School Performance (OSP) approval stamp is no longer being used and the procedures to follow for materials that arrive with the old OSP stamp
5. clarify language in the policy that describes what community nonprofit organizations are permitted to do and what businesses are permitted to do

OSP staff stated that their office would send a memo before the material distribution period and list procedures for consistency and compliance with the policy. Furthermore, there is an annual update on flyer distribution and staff will ensure that the procedures are clear and concise. It was pointed out that information about the distribution of flyers in on the MCPS website.

It was determined that the focus groups had discussed the questions raised in the MCCPTA letter of May 13, 2008.

Action: Staff will make editorial changes in the evaluation report of Policy CNA and then place it on the website. A summary of implemented improvements will be included in the committee's annual report.

Update on Recommendations for Policy IPD, Travel Study Programs, Field Trips and Students Organization Trips

Two recommendations emanated from the evaluation of Policy IPD: (1) provide training for teachers who would like to plan school-sponsored trips that will address specific requirements in the policy and regulation; and (2) conduct periodic reviews of approved and non-approved school-sponsored trips to ensure consistency of policy implementation. Staff reported that OSP will be working with the Office of Curriculum and Instructional Programs (OCIP) and Office of Organizational Development concerning providing training. Further, OCIP will conduct a review of trips, and OSP will develop standards. The committee suggested that best practices from teachers regarding how to link field trips to the curriculum be placed on the website.

Action: OCIP and OSP will work to implement the recommendations from the policy's evaluation. A summary of implemented improvements will be included in the committee's annual report.

Review of Committee's Draft Annual Report

Action: This item was deferred until the July meeting.

Revision of Board Handbook

Action: Board staff has scheduled a separate meeting on June 18th to review the handbook.

Next Meeting and Adjournment

After June 18, 2008, the next committee meeting is scheduled for July 9, 2008, at 2:30 p.m. in Room 120.

The meeting adjourned at 4:05 p.m.