

**MONTGOMERY COUNTY BOARD OF EDUCATION  
POLICY COMMITTEE**

February 3, 2009

The meeting was called to order at 2:30 p.m. with the following Board members and Board staff present: Pat O'Neill (chair), Chris Barclay, Quratul-Ann Malik, Suzann King (staff assistant), and Glenda Rose (recorder).

Other staff present: Stephanie Williams, Harriet Potosky, Suzanne Merchlinsky, Phil McGaughey, Michael Perich, Robin Confino, Eric Davis, Diane Mohr, Erick Lang, Lori-Christina Webb, Frieda Lacey, Steve Bedford, Brian Edwards, Susan Marks, and David Steinberg.

**Committee Minutes**

**Action:** The minutes of the November 12, 2008, meeting were approved as presented.

**Review of Committee's Work Plan**

At a previous Board retreat, the Board decided that each standing committee should develop work plans which would be reviewed at the February 23, 2009, Board meeting. After reviewing the committee's charge and the references to the strategic plan, the committee identified upcoming policies for its work plan with estimated dates for committee review/action:

ABC: *Parental Involvement* – February

ACD: *Quality Integrated Instruction* (and related policies) – consider with Human Relations Policy – maybe in July

AEB: *Strategic Planning for Continuous Improvement* – final action scheduled for March 10, 2009, Board meeting

BBB: *Ethics* – staff request to hold in abeyance until completion of BLB

BLB: *Rules of Procedure in Appeals and Hearings* – staff working with attorneys to provide draft this year

DJB: *Bid Awards* – Board action in March

DNA: *Disposition of Board of Education Property* – status report in July

ECK: *Use of Smith Center for Non-MCPS Groups* – March

ECM: *Joint Occupancy of MCPS Facilities* March

GFC: *Reassignment of Personnel after 25 Years of Service or Age 50* – July

GMB/GFA: *Personnel Policies* – February

GA, IED, and ISA (collectively): *High School Core Courses, Framework/Structure of High School Education, and High School Graduation Requirements and Waiver of Four-Year Enrollment Requirement for Graduation* – July with final approval within a year

IOA: *Gifted and Talented Education* – October or November

ISD: *High School Commencements* – March

JEF: *Open Lunch Policy* – March

It was noted that other policies may be identified for review through the policy audit process.

For its review of Policy IOA, *Gifted and Talented Education*, the committee discussed the need to begin gathering background information about the subject matter, allow ample time for public comment regarding any changes, as well as the need to develop a projected timeline. As a result of that discussion, the committee is planning to:

- Meet with the Accelerated and Enriched Instruction Advisory Committee in April
- Meet with the principals of the pilot schools
- Allow at least 60 days for public comment regarding any proposed changes to the policy (after the Board takes tentative action on the policy)
- Have the regulatory framework available during the discussion of any changes to the policy

Based on this approach, the committee believes that it will be at least October or November 2009 before it will be ready to forward a revised policy to the Board for tentative approval.

Other items for the committee's work plan include:

- Evaluations may be conducted for Policy JPG: *Wellness: Physical and Nutritional Health*, and Policy GAA: *Positive Work Environment in a Self-renewing Organization*.
- Report back to committee concerning how to evaluate the outcome of the three-year policy review process.
- Report back to committee concerning the use of definitions in policies and present it to the committee.
- Policy review to come back to the committee: Policies ACB, ACG, JEE, GMA, IGN, IQD.
- Report back to committee regarding the reporting requirements in the following policies: ACE, BOA, CNE, GBH, IOD, JEC, JED.
- Monitor implementation of Policy IEB, *Middle School Education*.
- Monitor implementation of Policy JNA, *Curricular Expenses for Students*.
- Staff to report back regarding grading and reporting policy, regulations, practices, or guidelines being linked online.

**ACTION: Board staff will prepare a transmittal resolution and work plans for submission to the Board at its February 23, 2009, meeting.**

### **Meeting Dates and Frequency**

The committee decided to meet every other month (March 3, May 5, July 7, September 22, and November 3) at 2:30 p.m. It was noted that there may be a meeting in April with the AEI Advisory Committee and other meetings may be scheduled, as needed.

### **Policy JNA, Curricular Fees**

The committee received a report from staff regarding the recommendations from the workgroup charged with developing guidelines for curricular fees. Staff reported that they have developed new guidelines which are in harmony with Policy JNA. These guidelines will be implemented along with extensive staff training. Further, they are expecting to do an evaluation of the process next spring. After that year of experience with the new guidelines on curricular fees, staff believes they will be in a better position to make any recommendations for changes to Policy JNA.

Discussion focused on the language of Policy JNA relating to lab fees, how staff plans to ensure the fidelity of the guidelines' implementation, the anticipated communication plan to the community about the guidelines, whether the committee should make any

changes to the policy or suspend it, and the need for the committee to receive regular reports from staff regarding this issue.

**ACTION:** The committee decided not to recommend any modifications to Policy JNA at this time. Staff is to provide the committee with: the communications plan, information about the training of principals and other staff, and an update at every committee meeting regarding this issue. The committee also suggested having a link on the policy that will direct the public to information about the guidelines, as well as staff putting mechanisms in place to get helpful and meaningful feedback from parents on the guidelines.

#### **Policy AEB, Strategic Planning for Continuous Improvement**

The committee reviewed the “Committee Recommended Draft” of Policy AEB, reviewed the comments from the public, and then made the following additional changes to the draft policy:

- Line 32 – revert to previous language
- Line 40 – add “also” after “plan”
- Lines 145 to 148 – change language to read “of a broad range of stakeholders representing the diversity of the school and the community”
- Line 154 – delete “rich cultural and linguistic”
- Line 169 – change language to read “aligns the plan with the budget”

**ACTION:** The committee agreed to forward the revised policy (with above-referenced changes incorporated) to the Board with a recommendation for final action.

#### **Policy ABC, Parental Involvement**

After receiving a report about the workgroup’s efforts, the committee reviewed draft 11 of the revisions to Policy ABC and discussed the following changes and suggestions:

- Whether definitions should be included in the policy or the regulation and the sufficiency of the “family” and “diversity” definitions
- The need to ensure that the provisions of the policy do not conflict with the appeals process/procedure

- Whether the policy should incorporate provisions of federal laws, which are subject to change
- The need to have the regulatory framework accompany the policy when it is submitted for public comment as well as consideration by the Board

**ACTION: After reviewing and addressing the above-referenced items, staff will bring the revised policy back to the committee for review.**

**Policy DJB, Bid Awards**

The policy states that any purchase by the school system exceeding \$7500 will be advertised for bid. Given that this amount was changed in the state law to \$25000, staff recommended that this change be made to policy DJB so that it would be harmonized with state law. Staff stated the belief that this was a technical modification to the policy. After discussing the issue, the committee agreed that this was an issue that should be voted on by the full Board and asked staff to ensure that there was no requirement for this policy to lie on the table for a certain period of time.

**ACTION: Staff will research whether the proposed change must lie on the table for a certain period of time. If there is no such requirement, the committee will forward a recommendation to the Board to modify the amount to be the same as in state law. Further, a copy of the relevant section of law shall accompany the recommendation.**

**Policy GMB, Internship Program in School Administration, and Policy GFA, Establishment of Permanent and Conditional Positions**

Staff recommended rescission of the policies since they have been subsumed by the overarching human resources policies.

**ACTION: The committee decided to forward Policies GMB and GFA to the Board with a recommendation for rescission.**

**Next Meeting and Adjournment**

The next committee meeting is scheduled for March 3, 2009, at 2:30 p.m. in Room 120.

The meeting adjourned at 4:15 p.m.