

203-91	Fresh Donuts - Extension <u>Awardee</u> Montgomery Donuts Company, Inc.	\$ 71,253
125-92	Student Accident Insurance - Extension <u>Awardee</u> Mass Benefits Consultants, Inc. Mayberry Benefit Services TOTAL	\$ 71,716 <u>29,190</u> \$ 100,906
127-92	Frozen Baked Pizza - Extension <u>Awardee</u> Better Baked Pizza, Inc. Nardone Brothers Baking Company, Inc. Profera, Inc. TOTAL	\$1,057,926
141-92	Printers, Modems, & Software - Extension <u>Awardee</u> SSI Business Centers Division of Software Stores, International, Inc.	\$ 362,424*
112-93	Peripherals for MS DOS and Apple Computers for Instructional Programs <u>Awardee</u> The Club/Division of Tesco, Inc. CNS Computer Crafters Data Connect Enterprises Data Systems Integration, Inc. Intelligent Decisions International Computer Networks Landon Systems Corporation TOTAL	\$ 1,478 6,328 7,354 2,767 2,168* 18,165* 25,116 <u>50,800</u> \$ 114,176
TOTAL MORE THAN \$25,000		\$2,034,384

* Denotes MFD vendors

RESOLUTION NO. 471-93 Re: AWARD OF CONTRACT - RELOCATION OF
STATE-OWNED MODULAR CLASSROOM
BUILDINGS

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by member present#:

WHEREAS, The following sealed bid was received on June 7, 1993, to provide relocation of state-owned modular classroom buildings at Montgomery Blair (4) and Quince Orchard (1) high schools, John

T. Baker Middle School (1), and Captain James E. Daly (2) and Goshen (4) elementary schools, with work to begin immediately and be completed by August 13, 1993:

<u>Bidder</u>	<u>Amount</u>
J & L Services	\$123,750

and

WHEREAS, Although only one bid was received, the bid is below the staff estimate of \$140,000; and

WHEREAS, J & L Services, has completed similar work successfully at various schools, including Montgomery Blair and Montgomery Village and John T. Baker middle schools; and

WHEREAS, The State Interagency Committee for School Construction has approved the movement of the state-owned modular classrooms and agreed to fund 50 percent of the approved contract; now therefore be it

Resolved, That a \$123,750 contract be awarded to J & L Services to provide relocation of state-owned modular classroom buildings at various schools, in accordance with plans and specifications prepared by the Department of Facilities Management; and be it further

Resolved, That a copy of this contract be forwarded to the State Interagency Committee for School Construction and that reimbursement be requested.

RESOLUTION 472-93 Re: RELOCATION OF LOCALLY-OWNED AND LEASED
MODULAR CLASSROOM BUILDINGS

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, The following bids were received on June 14, 1993, to relocate locally-owned and leased modular classroom buildings, with work to begin immediately and to be completed by August 20, 1993:

	<u>Bidder</u>	<u>Amount</u>
1.	J & L Services	\$254,300
2.	Hess Construction Co., Inc.	364,000

and

WHEREAS, J & L Services has performed similar projects satisfactorily for Montgomery County Public Schools; and

WHEREAS, The low bid is below the staff estimate of \$300,000; now therefore be it

Resolved, That a \$254,300 contract be awarded to J & L Services for the relocation of locally-owned and leased modular classroom buildings at various locations, in accordance with plans and specifications prepared by the Department of Facilities Management in conjunction with Fox/Hanna Architects.

RESOLUTION NO. 473-93 Re: AWARD OF CONTRACT - STEPS, RAMPS,
DECKS, SKIRTING, AND CANOPIES FOR
MODULAR CLASSROOM BUILDINGS

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, The following bid was received on June 14, 1993, to provide steps, ramps, decks, skirting, and canopies for modular classroom buildings at various schools, with work to begin immediately and be completed by August 27, 1993:

<u>Bidder</u>	<u>Amount</u>
H & H Enterprises	\$259,900

and

WHEREAS, H & H Enterprises has completed similar work successfully for modular classroom buildings for Montgomery County Public Schools; and

WHEREAS, Although only one bid was received, it is below the staff estimate of \$280,000; now therefore be it

Resolved, That a \$259,900 contract be awarded to H & H Enterprises to provide steps, ramps, decks, skirting, and canopies for modular classroom buildings at various schools, in accordance with plans and specifications prepared by the Department of Facilities Management.

RESOLUTION NO. 474-93 Re: AWARD OF CONTRACT - ELECTRICAL
SERVICE TO MODULAR CLASSROOM
BUILDINGS

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, The low bid is below the staff estimate of \$210,000.00; now therefore be it

Resolved, That a \$175,000.00 contract be awarded to Keller Brothers, Inc., for the preparation work to receive modular classrooms for Tilden Middle School at Woodward Center, in accordance with plans and specifications prepared by the Department of Facilities Management in conjunction with Fox/Hanna, Architects.

RESOLUTION NO. 476-93 Re: REDUCTION OF RETAINAGE - CLARKSBURG
ELEMENTARY SCHOOL

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, Henley Construction Co., Inc., general contractor for Clarksburg Elementary School, has completed 84 percent of all specified requirements as of May 31, and has requested that the 10 percent retainage, which is based on the completed work to date, be reduced to 5 percent; and

WHEREAS, The project bonding company, The Hartford Fire Insurance Co., has consented to this reduction; and

WHEREAS, The project architect, Bowie Gridley Architects, recommends approval of the reduction; now therefore be it

Resolved, That the 10 percent retainage withheld from periodic payments to Henley Construction Co., Inc., general contractor for Clarksburg Elementary School, be reduced to 5 percent, with the remaining 5 percent to become due and payable after completion of all remaining requirements and formal acceptance of the completed project.

RESOLUTION NO. 477-93 Re: AWARD OF CONTRACT - DR. SALLY K.
RIDE ELEMENTARY SCHOOL

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, The following bids were received May 13, 1993, for the construction of Dr. Sally K. Ride Elementary School, with work to be completed by August 1, 1994:

<u>Bidder</u>	<u>Amount</u>
1. The H. A. Harris Co., Inc.	\$4,990,300
2. J. A. Scheibel, Inc.	5,057,900
3. Henley Construction Co., Inc.	5,234,700

WHEREAS, The architectural fee for the Rosemont Elementary School addition project has to be amended to include the modernization; and

WHEREAS, Staff has negotiated a new fee for the Rosemont Elementary School modernization/addition project that is consistent with average fees for projects of similar size; now therefore be it

Resolved, That the original architectural contract with Garrison-Schurter Architects for the Rosemont Elementary School modernization/addition project be amended to increase the fee by \$151,000 to \$245,000 which is 6.9 percent of the estimated construction cost.

RESOLUTION NO. 481-93 Re: BID NO. 95-92, CONFERENCE FACILITIES - EXTENSION

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

WHEREAS, Funds have been budgeted for conference facilities for the MCPS Drug-Free Schools Project; now therefore be it

Resolved, That an award for Bid #95-92, Conference Facilities - Extension, be made to Cliffside Inn/Conference Center for \$7,700 and to Coolfont Conference Center for \$26,928.

RESOLUTION NO. 482-93 Re: UTILIZATION OF FY 1993 FUTURE SUPPORTED PROJECT FUNDS FOR CAREER AND TECHNOLOGY EDUCATION PROGRAMS

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

Resolved, That the superintendent of schools be authorized to receive and expend within the FY 1993 Provision for Future Supported Projects a grant award of \$1,540 from the Maryland State Department of Education, under the Carl D. Perkins Vocational and Applied Technology Education Act, for Career and Technology Education programs, in the following category:

<u>Category</u>	<u>Amount</u>
3 Other Instructional Costs	\$1,540

and be it further

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

RESOLUTION NO. 483-93 Re: UTILIZATION OF FY 1994 FUTURE
SUPPORTED PROJECT FUNDS FOR THE
SUMMER MARYLAND'S TOMORROW PROGRAM

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

Resolved, That the superintendent of schools be authorized to receive and expend with the FY 1994 Provision for Future Supported Projects a grant award of \$60,138, in federal funds, under the Job Training Partnership Act (JTPA), through the Montgomery County Private Industry Council (PIC), for the Summer Maryland's Tomorrow program, in the following categories:

	<u>Category</u>	<u>Amount</u>
2	Instructional Salaries	\$41,724
3	Other Instructional Costs	15,075
10	Fixed Charges	<u>3,339</u>
	TOTAL	<u>\$60,138</u>

and be it further

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

RESOLUTION NO. 484-93 Re: UTILIZATION OF FY 1994 FUTURE
SUPPORTED PROJECT FUNDS FOR PROJECT
VIEW

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present#:

Resolved, That the superintendent of schools be authorized to receive and expend within the FY 1994 Provision for Future Supported Projects a grant award of \$42,176 from the Montgomery County Private Industry Council (PIC), under the Job Training Partnership Act (JTPA), for Project View, in the following categories:

	<u>Categories</u>	<u>Amount</u>
4	Special Education	\$39,266
10	Fixed Charges	<u>2,910</u>
	Total	<u>\$42,176</u>

and be it further

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

RESOLUTION NO. 485-93 Re: SUBMISSION OF AN FY 1994 PROPOSAL
FOR THE ICB CHILD CARE SERVICE
PROGRAM

On recommendation of the superintendent and on motion of Mrs. Fanconi seconded by Mr. Abrams, the following resolution was adopted unanimously by members present:

Resolved, That the superintendent of schools be authorized to submit an FY 1994 grant proposal for \$41,868 to the Maryland State Department of Education (MSDE), under the federal dependent care block grant program, for the Interagency Coordinating Board (ICB) Child Care Services program; and be it further

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

RESOLUTION NO. 486-93 Re: PRELIMINARY RECOMMENDATIONS OF THE
GOVERNOR'S TASK FORCE ON SCHOOL
CONSTRUCTION

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present:

Resolved, That the Montgomery County Board of Education submit written testimony supporting the general approach of the preliminary recommendations of the Governor's Task Force on School Construction, as proposed by the superintendent of schools.

RESOLUTION NO. 487-93 Re: PERSONNEL APPOINTMENTS

On recommendation of the superintendent and on motion of Mrs. Fanconi seconded by Mrs. Gordon, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointments be approved:

<u>Appointment</u>	<u>Present Position</u>	<u>As</u>
Elaine Seikaly	Principal Gaithersburg MS	Director, Dept. of Ed. Media & Tech. Grade Q Effective: 7-1-93

Beth Lazerick	Secular Studies Principal/Mathematics Teacher Hebrew Day Institute	Coordinator, Elem. Mathematics Dept. of Academic Programs Grade N Effective: 7-19-93
Joan Benz	Principal Regional Institute for Children and Adolescents (RICA)	Principal Poolesville Middle/ Senior HS Effective: 7-1-93
Jay E. Breakiron	Asst. Principal Francis Scott Key MS	Principal Parkland MS Effective: 7-1-93
Judy Brubaker	Principal Intern Strathmore ES	Principal Germantown ES Effective: 7-30-93
Denise Crews Greene	Elem. Principal Intern Barnsley ES	Principal North Chevy Chase ES Effective: 7-1-93

RESOLUTION NO. 488-93 Re: PERSONNEL TRANSFERS

On recommendation of the superintendent and on motion of Mrs. Fanconi seconded by Mrs. Gordon, the following resolution was adopted unanimously by members present:

Resolved, That the following transfers be approved:

<u>Transfer</u>	<u>From</u>	<u>To</u>
David Chalfant	Asst. Principal Wood MS	Asst. Principal Argyle MS Effective: 7-1-93
Ann Bailer	Asst. Principal Damascus HS	Asst. Principal Wood MS Effective: 7-1-93
Stanley Foreman	Asst. Principal Paint Branch HS	Asst. Principal Wood MS Effective 7-1-93
Barbara Kupperman	Asst. Principal Frost MS	Asst. Principal Cabin John MS Effective 7-1-93

Madeline Coleman	Asst. Principal Hoover MS	Asst. Principal Frost MS Effective: 7-1-93
Maxine Jenkins	Asst. Principal Lee MS	Asst. Principal Watkins Mill HS Effective: 7-1-93
Karen Rabin	Asst. Principal Farquhar MS	Asst. Principal Tilden MS Effective: 7-1-93

RESOLUTION NO. 489-93 Re: ACADEMIC LEAVE

On recommendation of the superintendent and on motion of Mrs. Fanconi seconded by Mr. Abrams, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel be granted academic leave for the period indicated:

Jackson, Thelma
Business Education Teacher, Rockville High School
Years of service in Montgomery County: 17
Period of leave: August 26, 1993, through June 15, 1994
To pursue a Master of Education in Guidance and Counseling at Bowie State University

Phillips, Marcia
Fourth Grade Teacher, Sequoyah Elementary School
Years of Service in Montgomery County: 15
Period of leave: August 26, 1993, through June 15, 1994
To pursue a Master's in Media/Library Science at Western Maryland College

Scott, Janet
Head Start Instructional Assistant, Montgomery Knolls Elementary School
Years of service in Montgomery County: 8
Period of leave: January 1, 1994, through June 16, 1994
To pursue a Bachelor's in Elementary Education at the University of Maryland

Toven, Emelie
School Administrative Secretary, Weller Road Elementary School
Years of service in Montgomery County: 17
Period of leave: July 1, 1993, through June 30, 1994
To pursue a Bachelor of Science in Management Studies at the University of Maryland

Re: REPORT OF WORK GROUP ON LOSS OF
CREDIT

Dr. Cheung reported that in March of 1992 the Board adopted a resolution asking that the superintendent establish a group to look at the loss of credit policy. Dr. Vance introduced Dr. Joseph Villani, associate superintendent; Dr. Mary Helen Smith, director of the Department of Student, Community, and Staff Support; Mr. Mike Michaelson, administrative assistant for student affairs; and Mr. Michael Glascoe, principal of Albert Einstein High School. Dr. Vance recalled that when former student Board member Shervin Pishevar introduced his alternatives for loss of credit he was attempting to come up with incentives for addressing student attendance problems. At that meeting the Board asked the superintendent to have a work group look at the loss of credit guidelines. The work group supported the current policy and made recommendations for improvement especially in the area of communications with incoming ninth graders and their parents and international students and their parents. Additionally, successful programs which reduce the number of students going to loss of credit would be analyzed so that they can be shared among schools.

Dr. Villani said that the committee chaired by Mr. Michaelson would present its findings and Mr. Glascoe would talk about some successful programs implemented at Einstein. Dr. Smith commented that the work group had used information prepared about a year and a half ago when loss of credit had been discussed. In addition, Mr. Michaelson and Mr. Glascoe had worked on the loss of credit guidelines over the past ten to fifteen years.

Mr. Michaelson reported that the committee had worked diligently and looked at data analyzed by DEA as well as Mr. Pishevar's proposals. While everyone agreed incentives were a valuable tool, they did not think Mr. Pishevar's designs were workable. They were recommending the loss of credit program be continued as is and that technology be used to streamline the program. One issue was the length of time it took to process a loss of credit and the length of time it took to retrieve the loss of credit. One of the issues had to do with guidelines for such activities as family travel and college visits which were not evenly implemented throughout the county. They felt there needed to be some kind of standardization. They also felt there were schools doing a reasonably good job in addressing the loss of credit problem. Programs needed to be identified and shared with all schools.

Dr. Smith indicated that they were working with the Office of School Administration and had already begun to communicate some of the successful programs. They were also working with the School Improvement Training Unit to identify some programs to share with schools.

Mr. Glascoe reported that at Einstein they streamlined the process so that he would hear all of the loss of credit appeals, and students knew this because it was in the school handbook and discussed in homerooms. They had identified potential loss of credit students by looking at attendance data from Sligo and reviewing the daily attendance rates of Einstein students. They chose 20 percent absenteeism rate as a target number and established an at-risk student list. Each of those students was assigned to a staff member. If a student received a cut slip, the staff member had to get to the student to find out what had happened, make sure the attendance office was clear about the situation, and make contact with the home. The home was contacted by the teacher whose class had been missed as well as the mentoring teacher. The list was reviewed each marking period, and they moved students on and off the list. They also used their ESOL guidance counselor to follow up on ESOL students. Mr. Glascoe felt that the most important thing to them was the individual contact with students. In regard to the appeals process, he believed that the guidance counselors should be a part of that process.

Mrs. Fanconi asked whether they had discussed reducing the cuts from five to three. Mr. Michaelson replied that they had discussed whether there should be a percentage that would automatically mean loss of credit, but they did not discuss lowering or raising the number of absences. The issue was the group of students in academic difficulty which was roughly 10 percent of the student body. This was the group they needed to focus on and support. The loss of credit was a symptom because there were other issues outside the school impacting on these students.

Mrs. Fanconi noted that the Wheaton cluster was talking about going to 90-minute periods, and she wondered how loss of credit would work there. Mrs. Gemberling replied that in the event that waivers for procedures became necessary for any of the challenge grant projects they would consider this issue.

Mrs. Fanconi pointed out that the Board would be discussing attendance and dropouts, and she thought it would be a good idea to include some successful strategies with recommendations for systemwide changes in relation to the larger issue of attendance. Mr. Michaelson replied that in general the loss of credit policy served the purpose for which it was intended. There were places where it could be streamlined through technology. They also make sure that ninth graders and their parents and international students and parents understood the policy. Mr. Glascoe reported that at Einstein they met with various parent groups. Ms. Gutierrez had attended their meeting with Hispanic parents. This was an ongoing process at Einstein.

Mr. Ewing said the report talked about inconsistent applications of the policy from school to school. They had discussed clarifying guidelines for family travel and college visits. There was nothing in the policy that spoke to discretion in the application of the policy overall, and over the years he had heard about differences from school to school. He asked whether it was necessary to take a very firm position that said this was a policy to be implemented in the same way in all schools at all times. Mr. Glascoe replied that principals also operated under the state guidelines for attendance. There was a clause that said the principal could excuse an absence if he or she saw fit. He said that principals had been operating under that rule as they dealt with vacations or college visits. Mr. Michaelson added that some schools had a set number of days for students to make college visitations, but at other schools there was a process to be implemented with forms to be filed.

Ms. Gutierrez thought there was a link with dropouts and suspensions. She asked whether they were keeping data, particularly at Einstein. Mr. Glascoe explained that they had tried to do an analysis, but it was difficult to keep track of it because teachers were moving students on and off the list and because of Einstein's mobility rate. A couple of staff members were using SIMS to track this, but it was too time consuming. He did not feel that he had good statistics on this effort. Ms. Gutierrez suggested that they did need input. She did not know why they did not have the same policy on college visits across the school system and suggested a memo from the superintendent or an internal regulation. They had to know whether the loss of credit policy was helping or harming students. She hoped they would be looking for more institutionalized permanent solutions. When they discussed suspensions and dropouts, she would like to see any previous studies on these issues. She requested a list of loss of credit per high school, even on loss of credit per 100 students. It would be helpful if the information could contain minority/majority information and historical data. Dr. Villani indicated that this information was provided to principals and reviewed by the directors. If a school had a problem with loss of credit, the school should develop a program to address this issue.

Ms. Baker reported that the students were aware of the loss of credit policy at Einstein. She felt that Mr. Glascoe was very modest about what was being implemented at that school. Teachers like to see students get off the list and to have that kind of impact on students. She believed that the incentives given to students had made a difference at Einstein.

Dr. Cheung thought it was important to make use of available technology. He said it would be easy to design a form on the computer and to retrieve the data from the computer to look at various trends. Mr. Glascoe suggested that if they looked into a

program like that they should include some of the outstanding attendance secretaries to help design the program. In fact, some of the attendance secretaries had designed their own programs which might be used for the entire school system. Dr. Cheung expressed his agreement because any system should be designed from the bottom up.

In regard to international students, Ms. Gutierrez said that the loss of credit policy and several others needed to be communicated to parents. Many parents did not realize that policies such as this could have an enormous consequence for their children. Many students did have to work, and she suggested they should look into options of making some waivers for these students. Mr. Michaelson replied that if they knew this was the case, accommodations could be made.

Mr. Ewing asked whether each high school issued written guidelines, and Mr. Michaelson replied that information was included in student handbooks which were given to every student. Mr. Ewing thought they needed to implement the policy in the same way in every school and have identical guidelines. He was uncomfortable when some schools made exceptions regularly and others did not. The policy might or might not achieve the result of keeping students in class, but it should be a uniform policy. He thought the policy was clear, but he did think the guidelines ought to come to the Board for its review. While he did not like the policy and had not voted for it, he thought it should be applied consistently.

Dr. Cheung thanked staff for their report.

Re: EMPLOYMENT MATTERS RELATED TO CERTAIN
PROFESSIONAL PERSONNEL EFFECTIVE JULY 1,
1993

Mrs. Fanconi moved and Mr. Abrams seconded the following:

WHEREAS, Employment matters related to certain professional personnel are currently governed by the 1990-93 Negotiated Agreement between the Montgomery County Education Association (MCEA) and the Board of Education of Montgomery County and by Board policies and administrative regulations; and

WHEREAS, Following the imposition of severe funding constraints on the Board of Education, MCEA and the Board of Education have been unable to reach agreement on a new contract for FY 94 through negotiations and impasse medication as of this date; and

WHEREAS, If there is no contract with MCEA on June 30, 1993, it therefore becomes necessary to the proper administration of the school system for the Board to provide for orderly and effective

employment procedures for those employees who are members of the MCEA unit; now therefore be

Resolved, That if necessary, beginning July 1, 1993, personnel matters affecting employees who are members of the MCEA unit shall be governed by Board policy, administrative regulation, and directives of the superintendent of schools; and be it further

Resolved, That current administrative regulations governing the benefits and working conditions of MCEA unit members which are not otherwise inconsistent with this resolution shall be continued; and be it further

Resolved, That salary payments shall be increased in accordance with the superintendent's memorandum of June 18, 1993, which implements the economic package recommended by the impasse mediator, a package that has been funded by the Board's supplemental budget request to the Montgomery County Council; and be it further

Resolved, That all administrative regulations shall be amended to remove any reference to the Negotiated Agreement between the Board and MCEA which expires on June 30, 1993; and be it further

Resolved, That administrative regulations containing rights or privileges granted to the MCEA by the expired 1990-93 Negotiated Agreement shall be rescinded; and be it further

Resolved, That the superintendent be and hereby is directed to review all administrative regulations and to retain, amend, or rescind such regulations in accordance with this resolution; and be it further

Resolved, That the following memorandum of June 21, 1993, from the superintendent to the Board is incorporated herein for the purpose of providing additional guidance.

Office of the Superintendent of Schools
MONTGOMERY COUNTY PUBLIC SCHOOLS
 Rockville, Maryland

June 21, 1993

MEMORANDUM

To: Members of the Board of Education

From: Paul L. Vance, Superintendent of Schools

Subject: Revisions to Administrative Regulations for FY 94

Article 3 - Grievance Procedure

At the direction of the Board, and as a result of expiration of the contract, the grievance procedure will be discontinued. The substance of Article 3 is currently contained in Administrative Regulation GKB-RA which will be rescinded at the direction of the superintendent. The administrative complaint procedure is contained in Administrative Regulation GKA-RA and will be continued.

Article 4 - MCEA-Administrative Liaison Committee

Meetings with the Association Liaison Committee at the school level, the Board level, and the superintendent level, will be discontinued upon expiration of the contract. Provisions of this article are not currently contained in any Board policy or regulation. The Board and superintendent, at their discretion, may continue to meet with Association representatives at any appropriate time.

Article 5 - Salaries and Stipends

Salaries and stipends will be continued as modified by the Board. Administrative Regulation GHC-RA will be revised to reflect the increased salary payments applicable to FY 94.

Article 6 - Working Hours and Work Load

the substance of this article is contained in Administrative Regulation GGA-RA and, thus, will continue in effect in accordance with the Board's direction.

Article 7 - Class Size

Reference to class size is contained in Administrative Regulation GGA-RA which, in accordance with the Board's directions, will remain in effect following expiration of the contract.

Article 8 - Educational Specialists

This article sets forth staffing goals for educational specialists. This article is not currently contained in any administrative regulation, and it is anticipated that the substance of this article will continue to be implemented administratively.

Article 9 - Mileage

This article outlines the criteria for mileage reimbursement to teachers and is currently contained in Administrative Regulation DIE-RA which will remain in effect. The amount at which unit

members are reimbursed for mileage expenses will be continued as a matter of administrative practice.

Article 10 - Unit Member Assignment

This article sets forth certain requirements for assignment of unit members, including notification times and attempts to assign teachers to their area of certification. Administrative Regulation GEB-RA contains similar provisions and will be continued in effect.

Articles 11 and 12 - Voluntary and Involuntary Transfers

Both articles set forth procedures for transfer, both voluntary and involuntary, for professional personnel in the MCEA unit. Administrative Regulation GFB-RB contains similar provisions which will continue in effect.

Article 13 - Non A-D Positions

This article sets forth advertising and selection guidelines for vacancies other than those on the A-D salary schedule. Administrative Regulation GEA-RA contains similar provisions which will remain in effect. To the extent this article provides for red-circling of employees' salaries upon reclassification, the Board will continue this practice.

Article 14 - Evening High School Credit Program

The article governs the selection and payment of unit members for the evening high school credit program. It contains a preference for filling such vacancies with tenured teachers who would be paid their hourly rate. The substance of this article is contained in Administrative Regulation GEB-RA which will continue in effect following expiration of the contract.

Article 15 - Extended-Year Employment

Provisions for extended year employment are not currently contained in any administrative regulation or Board policy. Assignment of position specific EYE days will continue to be implemented administratively for media specialists, resource teachers, secondary counselors, teacher specialists, athletic directors and elementary counselors. However, the total number of EYE days will be reduced from 41,500 to 36,500, in accordance with the final FY 94 budget.

Article 16 - Unit Member Evaluation

This article sets forth the procedures for evaluating unit members and for unit member access to the contents of their personnel files. Unit member evaluation procedures are currently

contained in Board Policy GJA and Administrative Regulation GJB-RA. Personnel file review procedures are contained in Administrative Regulation GLA-RA. The provisions of these articles will be continued through administrative regulation with the exception of those sections which provide MCEA representation during the personnel file review and evaluation procedures, and which obligate the school system to provide notice to and consult with MCEA prior to changing the evaluation instrument or the evaluation system.

Article 17 - Facilities

This article sets forth a number of requirements related to the physical work environment. For example, it requires space in each classroom for unit members to store instructional materials and supplies; it requires that there be well lighted, appropriately equipped, and clean restrooms for staff use, etc. The provisions which are currently contained in Article 17 are not found in any administrative regulation or Board policy, and it is anticipated that the substance of Article 17 will continue to remain in effect in accordance with past practice, except that MCEA's participation in the Joint Health and Safety Committee meetings will be discontinued upon the expiration of the contract.

Article 18 - Association Rights and Privileges

At the Board's direction, Section B, granting MCEA officers and representatives the right to use the leave bank for Association business, will be discontinued together with the Association's right to use the school buildings without cost, the right to an MCEA bulletin board, use of the interschool mail, the right to an hour orientation presentation for newly employed teachers, the right to receive one hundred copies without cost of the annual directory, the right to an interschool mail stop at the Association's headquarters, and the exclusivity of these privileges. Sections A, C, and D, regarding reprisals, Association president leave, and the right to receive a copy of the official Board agenda are to remain in effect. Leave for the Association president and the right to be mailed a copy of the official Board agenda is not currently contained in any Board policy or administrative regulation, and it is anticipated that the provisions of these sections will continue by administrative practice. The privileges which are to be discontinued are contained for the most part in Administrative Regulation HJA-RA which will be rescinded at the direction of the superintendent.

Article 19 - Leaves

All provisions regarding leaves, including the MCEA sick leave bank for unit members, will remain in effect through Administrative Regulation GIB-RA.

Article 20 - Professional Development and Educational Improvement

Section A establishes a Professional Development and Educational Improvement (PDEI) Committee composed of six members appointed by the Association and six appointed by the superintendent. It sets the term for membership in the committee and provides professional leave for ten scheduled meetings. At the direction of the Board, this section for payment of costs of employer directed training will be discontinued. The sections regarding budgeting for equipment, participation by supervising teachers in the training of student teachers, reporting decisions about granting of credit to the committee, and budgeting for in-service courses, staff development materials, etc., are to be continued. These provisions of this article are not contained in Board policy or administrative regulation. At the direction of the Board, PDEI composition and committee meetings will be determined administratively and informally. Section H establishes a tuition reimbursement program and provides for budgeting and disbursement of funds to support this program. Much of the substance of this article is contained in Administrative Regulations GMC-RA, which will continue in effect upon the expiration of the contract.

Article 21 - Protection of Unit Members, Students and Property

This article outlines general security requirements and reporting procedures. Administrative Regulations COB-RA and GDB-RA contain the substance of this article and will remain in effect.

Article 22 - Maintenance of Classroom Control and Discipline

This article contains certain reporting procedures which will be continued through administrative practice and regulation.

Article 23 - Personal Injury Benefits

This article provides for reimbursement of medical, surgical, or hospital services which are incurred as a result of an employment injury. It also provides reimbursement for damages to clothing or other personal property, including motor vehicles, as a result of enforcement of school regulations and it outlines procedures governing payment for absences. The substance of this article is contained in Administrative Regulation EIF-RA which will continue in effect.

Article 24 - Insurance and Annuity

All provisions of the employee benefit plan will continue in effect through Administrative Regulation EIE-RA, except as follows: The employee benefit plan will be modified so that unit members enrolled in the Kaiser or MD-IPA HMOs will be required to contribute 5% of their health premium costs. Unit members enrolled in any other HMO will share premium costs to the same

extent as those enrolled in the indemnity plan. Unit members who enroll in the new point of service plan will pay 10% of their premium costs. Section 125 Flexible Spending Accounts will be established to permit unit members in HMO or POS plans to pay their health insurance premiums with pre-tax dollars. Unit members enrolled in HMOs or the point of service (POS) plan will be permitted to utilize Section 125 accounts for out-of-pocket medical expenses. Whenever a husband and wife are both employed by MCPS, the employees will be required to make a selection among health coverage options so that no employee may be covered by two MCPS plans. MCEA's participation in the Cost Containment Committee and the Employee Benefit Plan Committee will terminate upon contract expiration. Administrative Regulation EIE-RA will be revised to reflect these changes.

Article 25 - Personal and Academic Freedom

With the exception of Section F, regarding no discipline without "proper cause," and Section G, which provides for MCEA representation during the discipline process, the provisions of Article 25 will continue through Administrative Regulation GCA-RB.

Article 26 and 27 - Books and Other Instructional Materials and Supplies/Differentiated Teacher Responsibility and Flexible Staff Organization

The provisions of these articles are not currently contained in any administrative regulation and will be continued through administrative practice. The provisions of these articles refer to budgeting for instructional materials and goals for staffing.

Article 28 - Deductions from Salary

At the Board's direction, the provisions of this article will be discontinued, and Regulation HJA-RA, Section VI, will be deleted.

Article 29 - Part-time Unit Members

Compensation for part-time unit members, and selection of part-time unit members for full-time positions, will continue as a matter of administrative practice.

Article 30 - Procedures for Reduction in Professional Staff

The procedures for reduction and recall of staff, and for compensation of unit members subject to reduction in staff, are contained in Administrative Regulation GFA-RA and will continue in effect. MCEA's participation in the Joint Early Retirement Incentive Program will cease upon expiration of the contract.

Article 31 - General

This article contains provisions regarding interpretation of the contract which expires on June 30, 1993, and, thus, will not be continued.

Article 32 - Impasse Procedures

This article outlines the procedures to be followed in impasse. Although the provisions of this article will expire on June 30, 1993, both parties will be free to continue voluntarily to abide by the procedures.

Article 33 - Child Care and Family Issues

MCEA's participation in the Child Care Committee will be discontinued upon the expiration of the contract. Flexible Spending Accounts allowing unit members to pay for child care expenses with pre-tax dollars will continue as a matter of administrative practice.

Article 34 - Duration

The provisions of this article will expire by its own terms.

SUBSTITUTE TEACHERS

Articles 1, 2, 3, 4, & 6 - Recognition, Insurance, Salaries
Work Hours/Load & In-Service

Administrative Regulation GEF-RA and other applicable regulations contain the substance of these articles which will remain in effect. (Article 5, entitled "Duration," will expire of its own terms on June 30, 1993.)

Appendix A - Voluntary and Involuntary Transfers, Returning
From Leave, and Reductions in Force

This appendix contains procedures for implementing voluntary and involuntary transfers, returns from leaves and reductions in force. The Board will continue to implement these procedures in accordance with existing regulations and administrative practices.

Appendix B - Employee Benefit Plan

The employee benefit plan will be continued with the modifications described above under Article 24.

Appendix C - Representation Fees

This appendix establishes the procedures for calculating and collecting an agency fee from MCEA unit members who are not members of the union. At the direction of the Board, the provisions of this appendix will be discontinued.

Appendix D - Grievance Form

This appendix contains the grievance form for MCEA Grievance processing. When the grievance procedure is discontinued, the grievance form will no longer be used.

Appendix E - Unit Composition

The composition of the MCEA unit will not be affected by the expiration of the collective bargaining agreement.

Appendix F - Early Retirement Incentive Program

This appendix contains Board Resolution No. 368-91 establishing and continuing the Early Retirement Incentive Program. The Board has authorized continuation of this program through July 1, 1995. However, MCEA's participation in the Joint Early Retirement Incentive Program Committee will terminate with the expiration of the contract.

Appendix G - Memorandum of Agreement on Health Maintenance Organizations

Continuation of employee health coverage will be administered as described under Article 24 above.

Re: A MOTION BY MS. GUTIERREZ TO VOTE
SEPARATELY ON THE RESOLVED CLAUSES
(FAILED)

A motion by Ms. Gutierrez to vote on Resolveds 1, 2, 3, and 7 and on 4, 5, and 6 failed for lack of a second.

RESOLUTION NO. 490-93 Re: MOVING THE PREVIOUS QUESTION

On motion of Mrs. Fanconi seconded by Mr. Abrams, the following resolution was adopted with Mr. Abrams, Mrs. Brenneman, Dr. Cheung, Mrs. Fanconi, and Mrs. Gordon voting in the affirmative; Mr. Ewing and Ms. Gutierrez voting in the negative:

Resolved, That the Board of Education move the previous question.

SUMMARY OF ARTICLES
OF THE 1990-93 NEGOTIATED AGREEMENT WITH MCEA
AND THEIR APPLICABILITY FOR FY 94

Article 1 - Recognition

This article contains recognition of the Association by the Board as the exclusive negotiating agent for all unit members and recognition by the Association of the Board's authority under law. Most of the substance of this article is contained in Policy HDA which will remain in effect after expiration of the current contract. Any limitations on the subcontracting of work, under Section D, will not be applicable after the expiration of the Agreement. These provisions of Article 1 are not contained in any Board policy or regulation.

Article 2 - Negotiation Procedure

This article establishes a time frame for negotiations and outlines the negotiating process. The substance of this article is currently contained in Administrative Regulation HJA-RA, and the Board will continue to follow the provisions of that regulation in future negotiations (except Sections V and VI), so long as MCEA remains a designated representative of MCPS certificated personnel.

Article 3 - Grievance Procedure

At the direction of the Board, and as a result of expiration of the contract, the grievance procedure will be discontinued. The substance of Article 3 is currently contained in Administrative Regulation GKB-RA which will be rescinded at the direction of the superintendent. The administrative complaint procedure is contained in Administrative Regulation GKA-RA and will be continued.

Article 4 - MCEA-Administrative Liaison Committee

Meetings with the Association Liaison Committee at the school level, the Board level, and the superintendent level, will be discontinued upon expiration of the contract. Provisions of this article are not currently contained in any Board policy or regulation. The Board and superintendent, at their discretion, may continue to meet with Association representatives at any appropriate time.

Article 5 - Salaries and Stipends

Salaries and stipends will be continued as modified by the Board. Administrative Regulation GHC-RA will be revised to reflect the increased salary payments applicable to FY 94.

Article 6 - Working Hours and Work Load

the substance of this article is contained in Administrative Regulation GGA-RA and, thus, will continue in effect in accordance with the Board's direction.

Article 7 - Class Size

Reference to class size is contained in Administrative Regulation GGA-RA which, in accordance with the Board's directions, will remain in effect following expiration of the contract.

Article 8 - Educational Specialists

This article sets forth staffing goals for educational specialists. This article is not currently contained in any administrative regulation, and it is anticipated that the substance of this article will continue to be implemented administratively.

Article 9 - Mileage

This article outlines the criteria for mileage reimbursement to teachers and is currently contained in Administrative Regulation DIE-RA which will remain in effect. The amount at which unit members are reimbursed for mileage expenses will be continued as a matter of administrative practice.

Article 10 - Unit Member Assignment

This article sets forth certain requirements for assignment of unit members, including notification times and attempts to assign teachers to their area of certification. Administrative Regulation GEB-RA contains similar provisions and will be continued in effect.

Articles 11 and 12 - Voluntary and Involuntary Transfers

Both articles set forth procedures for transfer, both voluntary and involuntary, for professional personnel in the MCEA unit. Administrative Regulation GFB-RB contains similar provisions which will continue in effect.

Article 13 - Non A-D Positions

This article sets forth advertising and selection guidelines for vacancies other than those on the A-D salary schedule. Administrative Regulation GEA-RA contains similar provisions which will remain in effect. To the extent this article provides for red-circling of employees' salaries upon reclassification, the Board will continue this practice.

Article 14 - Evening High School Credit Program

The article governs the selection and payment of unit members for the evening high school credit program. It contains a preference for filling such vacancies with tenured teachers who would be paid their hourly rate. The substance of this article is contained in Administrative Regulation GEB-RA which will continue in effect following expiration of the contract.

Article 15 - Extended-Year Employment

Provisions for extended year employment are not currently contained in any administrative regulation or Board policy. Assignment of position specific EYE days will continue to be implemented administratively for media specialists, resource teachers, secondary counselors, teacher specialists, athletic directors and elementary counselors. However, the total number of EYE days will be reduced from 41,500 to 36,500, in accordance with the final FY 94 budget.

Article 16 - Unit Member Evaluation

This article sets forth the procedures for evaluating unit members and for unit member access to the contents of their personnel files. Unit member evaluation procedures are currently contained in Board Policy GJA and Administrative Regulation GJB-RA. Personnel file review procedures are contained in Administrative Regulation GLA-RA. The provisions of these articles will be continued through administrative regulation with the exception of those sections which provide MCEA representation during the personnel file review and evaluation procedures, and which obligate the school system to provide notice to and consult with MCEA prior to changing the evaluation instrument or the evaluation system.

Article 17 - Facilities

This article sets forth a number of requirements related to the physical work environment. For example, it requires space in each classroom for unit members to store instructional materials and supplies; it requires that there be well lighted, appropriately equipped, and clean restrooms for staff use, etc. The provisions which are currently contained in Article 17 are not found in any administrative regulation or Board policy, and it is anticipated that the substance of Article 17 will continue to remain in effect in accordance with past practice, except that MCEA's participation in the Joint Health and Safety Committee meetings will be discontinued upon the expiration of the contract.

Article 18 - Association Rights and Privileges

At the Board's direction, Section B, granting MCEA officers and representatives the right to use the leave bank for Association business, will be discontinued together with the Association's right to use the school buildings without cost, the right to an MCEA bulletin board, use of the interschool mail, the right to an hour orientation presentation for newly employed teachers, the right to receive one hundred copies without cost of the annual directory, the right to an interschool mail stop at the Association's headquarters, and the exclusivity of these privileges. Sections A, C, and D, regarding reprisals, Association president leave, and the right to receive a copy of the official Board agenda are to remain in effect. Leave for the Association president and the right to be mailed a copy of the official Board agenda is not currently contained in any Board policy or administrative regulation, and it is anticipated that the provisions of these sections will continue by administrative practice. The privileges which are to be discontinued are contained for the most part in Administrative Regulation HJA-RA which will be rescinded at the direction of the superintendent.

Article 19 - Leaves

All provisions regarding leaves, including the MCEA sick leave bank for unit members, will remain in effect through Administrative Regulation GIB-RA.

Article 20 - Professional Development and Educational Improvement

Section A establishes a Professional Development and Educational Improvement (PDEI) Committee composed of six members appointed by the Association and six appointed by the superintendent. It sets the term for membership in the committee and provides professional leave for ten scheduled meetings. At the direction of the Board, this section for payment of costs of employer directed training will be discontinued. The sections regarding budgeting for equipment, participation by supervising teachers in the training of student teachers, reporting decisions about granting of credit to the committee, and budgeting for in-service courses, staff development materials, etc., are to be continued. These provisions of this article are not contained in Board policy or administrative regulation. At the direction of the Board, PDEI composition and committee meetings will be determined administratively and informally. Section H establishes a tuition reimbursement program and provides for budgeting and disbursement of funds to support this program. Much of the substance of this article is contained in Administrative Regulations GMC-RA, which will continue in effect upon the expiration of the contract.

Article 21 - Protection of Unit Members, Students and Property

This article outlines general security requirements and reporting procedures. Administrative Regulations COB-RA and GDB-RA contain the substance of this article and will remain in effect.

Article 22 - Maintenance of Classroom Control and Discipline

This article contains certain reporting procedures which will be continued through administrative practice and regulation.

Article 23 - Personal Injury Benefits

This article provides for reimbursement of medical, surgical, or hospital services which are incurred as a result of an employment injury. It also provides reimbursement for damages to clothing or other personal property, including motor vehicles, as a result of enforcement of school regulations and it outlines procedures governing payment for absences. The substance of this article is contained in Administrative Regulation EIF-RA which will continue in effect.

Article 24 - Insurance and Annuity

All provisions of the employee benefit plan will continue in effect through Administrative Regulation EIE-RA, except as follows: The employee benefit plan will be modified so that unit members enrolled in the Kaiser or MD-IPA HMOs will be required to contribute 5% of their health premium costs. Unit members enrolled in any other HMO will share premium costs to the same extent as those enrolled in the indemnity plan. Unit members who enroll in the new point of service plan will pay 10% of their premium costs. Section 125 Flexible Spending Accounts will be established to permit unit members in HMO or POS plans to pay their health insurance premiums with pre-tax dollars. Unit members enrolled in HMOs or the point of service (POS) plan will be permitted to utilize Section 125 accounts for out-of-pocket medical expenses. Whenever a husband and wife are both employed by MCPS, the employees will be required to make a selection among health coverage options so that no employee may be covered by two MCPS plans. MCEA's participation in the Cost Containment Committee and the Employee Benefit Plan Committee will terminate upon contract expiration. Administrative Regulation EIE-RA will be revised to reflect these changes.

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With the exception of Section F, regarding no discipline without "proper cause," and Section G, which provides for MCEA representation during the discipline process, the provisions of

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At the Board's direction, the provisions of this article will be discontinued, and Regulation HJA-RA, Section VI, will be deleted.

Article 29 - Part-time Unit Members

Compensation for part-time unit members, and selection of part-time unit members for full-time positions, will continue as a matter of administrative practice.

Article 30 - Procedures for Reduction in Professional Staff

The procedures for reduction and recall of staff, and for compensation of unit members subject to reduction in staff, are contained in Administrative Regulation GFA-RA and will continue in effect. MCEA's participation in the Joint Early Retirement Incentive Program will cease upon expiration of the contract.

Article 31 - General

This article contains provisions regarding interpretation of the contract which expires on June 30, 1993, and, thus, will not be continued.

Article 32 - Impasse Procedures

This article outlines the procedures to be followed in impasse. Although the provisions of this article will expire on June 30, 1993, both parties will be free to continue voluntarily to abide by the procedures.

Article 33 - Child Care and Family Issues

MCEA's participation in the Child Care Committee will be discontinued upon the expiration of the contract. Flexible Spending Accounts allowing unit members to pay for child care expenses with pre-tax dollars will continue as a matter of administrative practice.

Article 34 - Duration

The provisions of this article will expire by its own terms.

SUBSTITUTE TEACHERS

Articles 1, 2, 3, 4, & 6 - Recognition, Insurance, Salaries
Work Hours/Load & In-Service

Administrative Regulation GEF-RA and other applicable regulations contain the substance of these articles which will remain in effect. (Article 5, entitled "Duration," will expire of its own terms on June 30, 1993.)

Appendix A - Voluntary and Involuntary Transfers, Returning
From Leave, and Reductions in Force

This appendix contains procedures for implementing voluntary and involuntary transfers, returns from leaves and reductions in force. The Board will continue to implement these procedures in accordance with existing regulations and administrative practices.

Appendix B - Employee Benefit Plan

The employee benefit plan will be continued with the modifications described above under Article 24.

Appendix C - Representation Fees

This appendix establishes the procedures for calculating and collecting an agency fee from MCEA unit members who are not members of the union. At the direction of the Board, the provisions of this appendix will be discontinued.

Appendix D - Grievance Form

This appendix contains the grievance form for MCEA Grievance processing. When the grievance procedure is discontinued, the grievance form will no longer be used.

Appendix E - Unit Composition

The composition of the MCEA unit will not be affected by the expiration of the collective bargaining agreement.

Appendix F - Early Retirement Incentive Program

This appendix contains Board Resolution No. 368-91 establishing and continuing the Early Retirement Incentive Program. The Board has authorized continuation of this program through July 1, 1995. However, MCEA's participation in the Joint Early Retirement

Incentive Program Committee will terminate with the expiration of the contract.

Appendix G - Memorandum of Agreement on Health Maintenance Organizations

Continuation of employee health coverage will be administered as described under Article 24 above.

Re: BOARD OF EDUCATION ACTION AREAS FOR
1993-1994

Mrs. Fanconi moved and Dr. Cheung seconded the following:

WHEREAS, Board of Education policy requires the Board, with the advice of the superintendent of schools, to establish its priorities for the school system; and

WHEREAS, The members of the Board of Education and superintendent of schools met on January 8, 9, and 22, 1993, to refine and develop the Board's action areas for 1993-1994; and

WHEREAS, On January 22, 1993, consensus was reached that the first priority of the Board of Education was the Success for Every Student Plan; and

WHEREAS, Board members agreed on ten action areas to guide and to focus the Board's efforts in the next two years; and

WHEREAS, On March 22, 1993, the Board of Education took tentative action on ten action areas (as amended); now therefore be it

Resolved, That the Board of Education approve the following for 1993-1994:

Success for Every Student

The Board has reaffirmed its commitment to the Success for Every Student Plan, which provides the overall mission and direction for the Montgomery County Public Schools.

1. **Special Education**

Focus: Review and make appropriate changes and improvements in special and alternative education program, including provisions for clear policy and direction on inclusion.

2. **Early Childhood Education**

Focus: Provide a broad array of options/models for early childhood education (explore options other than Head Start). Coordinate all early childhood education efforts to maximize communication, to meet students' developmental and socialization needs, to bridge relationships with parent

advocacy groups, to maximize student readiness to learn, and to develop a legitimate interagency model. Develop an overall strategy for future early childhood education programs.

3. **Limited English Proficiency**

Focus: Improve services for students with limited English proficiency. Examine inclusion, integration and transition. Look to alternative delivery models, and examine Challenge Grant Models for system use. Continue legislative efforts.

4. **Outcomes/Assessments**

Focus: Continue to review and attempt to reach closure on the issue of what students should know upon graduation from high school and also continue the development of a comprehensive system for measuring student progress and outcomes, which includes the following tasks: set standards, build in appropriate supports, skill development, parent-student feedback, expansion of School-based Instructional Monitoring System (SIMS), a consistent preK-12 curriculum, and improved teaching strategies.

5. **Policy Implementation**

Focus: Develop a mechanism that facilitates continued assessment of policy implementation. To this end consider (a) self-study (rather than outside consultants), (b) information gathering through technology (for example, data entered on computers), (c) community [customer] evaluation, and (d) policy termination if appropriate.

6. **Safety and Security**

Focus: Continue implementation of the superintendent's safety and security plan, including funding, legislative action, training efforts, mediation, more security personnel, and alternative programs.

7. **Strengthen Partnerships**

Focus: Identify all external entities interacting with the school system. Define types of relationships MCPS desires to establish. Institutionalize external relationships with media, parent groups, stakeholders, civic associations, state/local/federal government agencies, and business/industry.

8. **Technology**

Focus: Develop a comprehensive policy for the use of instructional technology. Include provisions for encouraging the use of technology in and beyond the instructional environment, training of staff, and development of instructional strategies.

9. **Employee Training**

Focus: Strengthen staff development, renewal, and leadership with an emphasis on implementing the Success for Every Student plan, and improve comprehensive staff development training efforts under the Systemwide Training Unit and the School Improvement Training Unit.

10. **Continuous Improvement**

Focus: Develop and organized systemwide approach for the incorporation of continuous improvement concepts, including initiatives to implement Total Quality Management (TQM) strategies in the school system.

It was the consensus of the Board to remove "(explore options other than Head Start)" under Action Area 2.

RESOLUTION NO. 492-93 Re: AN AMENDMENT TO THE PROPOSED
RESOLUTION ON ACTION AREAS

On motion of Mr. Ewing seconded by Ms. Gutierrez, the following resolution was adopted with Mr. Abrams, Mrs. Brenneman, Dr. Cheung, Mr. Ewing, and Ms. Gutierrez voting in the affirmative; Mrs. Fanconi and Mrs. Gordon voting in the negative:

Resolved, That the proposed resolution on Board Action Areas be amended in #10 to add, "Continue to improve the process for long-range planning for educational programs and for facilities. Continue to assess and implement short- and long-term management improvements."

Re: A MOTION BY MR. EWING TO AMEND THE
PROPOSED RESOLUTION ON ACTION AREAS
(FAILED)

A motion by Mr. Ewing to amend the proposed resolution on Board Action Areas by adding "Implement actions designed to improve working conditions, salaries, and good relationships with employees and employee organizations." to #9 and changing the title to "Employee Training and Relationships" failed with Mr. Abrams, Dr. Cheung, Mr. Ewing, and Ms. Gutierrez voting in the affirmative; Mrs. Brenneman, Mrs. Fanconi, and Mrs. Gordon voting in the negative.

RESOLUTION NO. 493-93 Re: AN AMENDMENT TO THE PROPOSED
RESOLUTION ON ACTION AREAS

On motion of Mr. Ewing seconded by Mrs. Brenneman, the following resolution was adopted with Mr. Abrams, Mrs. Brenneman, Dr. Cheung, Mr. Ewing, and Ms. Gutierrez voting in the affirmative; Mrs. Fanconi and Mrs. Gordon voting in the negative:

Resolved, That the proposed resolution on Board Action Areas be amended by deleting "To this end consider (a) self-study (rather than outside consultants), (b) information gathering through technology (for example, data entered on computers, (c) community [customer] evaluation, and (d) policy termination if appropriate.

RESOLUTION NO. 494-93 Re: BOARD OF EDUCATION ACTION AREAS FOR
1993-1994

On recommendation of the superintendent and on motion of Mrs. Fanconi seconded by Dr. Cheung, the following resolution was adopted unanimously by members present:

WHEREAS, Board of Education policy requires the Board, with the advice of the superintendent of schools, to establish its priorities for the school system; and

WHEREAS, The members of the Board of Education and superintendent of schools met on January 8, 9, and 22, 1993, to refine and develop the Board's action areas for 1993-1994; and

WHEREAS, On January 22, 1993, consensus was reached that the first priority of the Board of Education was the Success for Every Student Plan; and

WHEREAS, Board members agreed on ten action areas to guide and to focus the Board's efforts in the next two years; and

WHEREAS, On March 22, 1993, the Board of Education took tentative action on ten action areas (as amended); now therefore be it

Resolved, That the Board of Education approve the following for 1993-1994:

Success for Every Student

The Board has reaffirmed its commitment to the Success for Every Student Plan, which provides the overall mission and direction for the Montgomery County Public Schools.

1. **Special Education**

Focus: Review and make appropriate changes and improvements in special and alternative education program, including provisions for clear policy and direction on inclusion.

2. **Early Childhood Education**

Focus: Provide a broad array of options/models for early childhood education. Coordinate all early childhood education efforts to maximize communication, to meet students' developmental and socialization needs, to bridge relationships with parent advocacy groups, to maximize student readiness to learn, and to develop a legitimate

interagency model. Develop an overall strategy for future early childhood education programs.

3. **Limited English Proficiency**
Focus: Improve services for students with limited English proficiency. Examine inclusion, integration and transition. Look to alternative delivery models, and examine Challenge Grant Models for system use. Continue legislative efforts.
4. **Outcomes/Assessments**
Focus: Continue to review and attempt to reach closure on the issue of what students should know upon graduation from high school and also continue the development of a comprehensive system for measuring student progress and outcomes, which includes the following tasks: set standards, build in appropriate supports, skill development, parent-student feedback, expansion of School-based Instructional Monitoring System (SIMS), a consistent preK-12 curriculum, and improved teaching strategies.
5. **Policy Implementation**
Focus: Develop a mechanism that facilitates continued assessment of policy implementation.
6. **Safety and Security**
Focus: Continue implementation of the superintendent's safety and security plan, including funding, legislative action, training efforts, mediation, more security personnel, and alternative programs.
7. **Strengthen Partnerships**
Focus: Identify all external entities interacting with the school system. Define types of relationships MCPS desires to establish. Institutionalize external relationships with media, parent groups, stakeholders, civic associations, state/local/federal government agencies, and business/industry.
8. **Technology**
Focus: Develop a comprehensive policy for the use of instructional technology. Include provisions for encouraging the use of technology in and beyond the instructional environment, training of staff, and development of instructional strategies.
9. **Employee Training**
Focus: Strengthen staff development, renewal, and leadership with an emphasis on implementing the Success for Every Student plan, and improve comprehensive staff development training efforts under the Systemwide Training Unit and the School Improvement Training Unit.

10. **Continuous Improvement**

Focus: Develop and organized systemwide approach for the incorporation of continuous improvement concepts, including initiatives to implement Total Quality Management (TQM) strategies in the school system. Continue to improve the process for long-range planning for educational programs and for facilities. Continue to assess and implement short- and long-term management improvements.

RESOLUTION NO. 495-93 Re: TOBACCO-FREE SCHOOL ENVIRONMENT

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Brenneman, the following resolution was adopted unanimously by members present:

WHEREAS, In 1988, the Maryland State Board of Education bylaws were changed to prohibit the use of tobacco by students on school premises unless such use was expressly authorized by the local Board of Education; and

WHEREAS, The Montgomery County Board of Education adopted Policy JHA, Student Use of Tobacco on School Premises, which prohibited the use of tobacco by students on school premises; and

WHEREAS, In 1990, the State Board of Education prohibited unconditionally tobacco use by students in schools; and

WHEREAS, No policy action was necessary at that time because MCPS Policy JHA was already in place, and

WHEREAS, In April of 1992, the Maryland State Board of Education adopted a new regulations on Tobacco-Free School Environment which prohibits the use of tobacco by all persons, not just students; and

WHEREAS, On May 15, 1992, the Board of Education took a strong position in writing to the State Board of Education to support this state regulations; and

WHEREAS, The state regulation supersedes local policies; now therefore be it

Resolved, That the Board of Education rescind Policy JHA, Student Use of Tobacco on School Premises, and be it further

Resolved, That a copy of the state regulation be published as an MCPS Exhibit in the Policies and Regulations Handbook, and be it further

Resolved, That the superintendent publish a brochure that contains information about the new state regulation, definitions,

and local smoking cessation programs and resources in Montgomery County.

Re: REVISED BYLAWS FOR THE EDUCATION
FOUNDATION AND THE TELEVISION
FOUNDATION

Mrs. Fanconi moved and Mrs. Brenneman seconded the following:

WHEREAS, On July 12, 1988, the Board of Education established the Educational Foundation, Inc. and approved the Articles of Incorporation and the Bylaws; and

WHEREAS, On January 9, 1990, the Board established the Television Foundation and approved the Articles of Incorporation and the Bylaws; and

WHEREAS, These foundations were established to allow for independent budgeting and reporting of the funds each foundation receives; and

WHEREAS, The management letters issued by the Board's auditors in both 1991 and 1992 point out that under new accounting standards, the Board's administrative ties to these foundations may require the funds received by these foundations to be budgeted and reported by the Montgomery County Public Schools; and

WHEREAS, The Education Foundation and the Television Foundation have drafted revised bylaws in response to this concern and have adopted resolutions recommending that the Board adopt these revised bylaws; now therefore be it

Resolved, That the Board of Education adopt the revisions to the bylaws of the Education Foundation and the Television Foundation, which will permit each foundation's board of directors to appoint and remove their own members, elect their own officers, approve their own executive director (after recommended by the superintendent), and revise their own bylaws.

RESOLUTION NO. 496-93 Re: AN AMENDMENT TO THE PROPOSED
RESOLUTION ON THE FOUNDATIONS

On motion of Mrs. Fanconi seconded by Mr. Abrams, the following resolution was adopted unanimously:

Resolved, That the proposed resolution on the foundations be amended by the addition of a Resolved clause:

Resolved, That this approval is subject to the Board of Education's entering an agreement with the Educational Foundation and the Television Foundation that establishes

procedures and management of the beneficial programs that will support the public school system.

Re: A MOTION BY MR. ABRAMS TO TABLE THE PROPOSED RESOLUTION ON THE FOUNDATIONS (FAILED)

A motion by Mr. Abrams to table the proposed resolution on the foundations failed with Mr. Abrams and Ms. Gutierrez voting in the affirmative; Mrs. Brenneman, Dr. Cheung, Mr. Ewing, Mrs. Fanconi, and Mrs. Gordon voting in the negative.

Re: A MOTION BY MR. EWING TO AMEND THE PROPOSED RESOLUTION ON THE FOUNDATIONS

Mr. Ewing moved and Mrs. Fanconi seconded the following:

Resolved, That the proposed resolution on the foundations be amended to remove references to the Education Foundation and add a Resolved that the Board will review the future of the Education Foundation at an appropriate time.

RESOLUTION NO. 497-93 Re: A SUBSTITUTE MOTION ON THE PROPOSED RESOLUTION ON THE FOUNDATIONS

On motion of Mr. Ewing seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education postpone action on both foundations until the Board of Education had the opportunity to discuss the future of both.

RESOLUTION NO. 498-93 Re: EMPLOYEE HOTLINE

On motion of Mrs. Fanconi seconded by Mr. Abrams, the following resolution was adopted unanimously by members present:

Resolved, That the superintendent be requested to explore implementation of an employee hotline for suggesting cost savings.

RESOLUTION NO. 499-93 Re: CLOSED MEETINGS - JUNE 29 AND JULY 13, 1993

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Ms. Gutierrez, the following resolution was adopted unanimously by members present:

WHEREAS, The Board of Education of Montgomery County is authorized by the Education Article of the Annotated Code of Maryland and Title 10 of the State Government Article to conduct

certain meetings or portions of its meetings in closed session; now therefore be it

Resolved, That the Board of Education of Montgomery County hereby conduct a portion of its meeting in closed session beginning on July 13, 1993, at 9 a.m. in Room 120 of the Carver Educational Services Center, Rockville, Maryland, to discuss personnel matters, pending litigation, matters protected from public disclosure by law, and other issues including consultation with counsel to obtain legal advice as permitted under Section 4-106, Education Article of the Annotated Code of Maryland and State Government Article 10-501; and be it further

Resolved, That such portion of this meeting shall continue in closed session at noon until the completion of business; and be it further

Resolved, That the Board of Education of Montgomery County hereby conduct a portion of its meeting in closed session beginning on June 29, 1993, at 7 p.m. in Room 120 of the Carver Educational Services Center, Rockville, Maryland, to discuss personnel matters and contract negotiations as permitted under Section 4-106, Education Article of the Annotated Code of Maryland and State Government Article 10-501; and be it further

Resolved, That such portion of this meeting shall continue in closed session until the completion of business.

RESOLUTION NO. 500-93 Re: MINUTES OF MAY 17, 1993

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Fanconi, the following resolution was adopted unanimously by members present:

Resolved, That the minutes of May 17, 1993, be approved.

Re: REPORT ON CLOSED SESSIONS - JUNE 3,
10, AND 15, 1993

On June 3, 1993, by the unanimous vote of members present, the Board voted to conduct a closed session on June 3, 1993, as permitted under Section 4-106, Education Article of the Annotated Code of Maryland and State Government Article 10-501.

The Montgomery County Board of Education met in closed session on Thursday, June 3, 1993, from 9:45 p.m. to 11:15 p.m. The meeting took place in Room 120 of the Carver Educational Services Center, Rockville, Maryland.

The Board met to discuss contract negotiations with MCEA. In attendance at the closed session were: Stephen Abrams, Larry Bowers, Fran Brenneman, Carole Burger, Alan Cheung, Blair Ewing,

Carol Fanconi, Thomas Fess, Katheryn Gemberling, Bea Gordon, Ana Sol Gutierrez, Marie Heck, Brian Porter, Tom Reinert, Philip Rohr, Paul Vance, Bud Westall, and Mary Lou Wood.

On May 26, 1993, by the unanimous vote of members present, the Board voted to conduct a closed session on June 10, 1993, and on June 15, 1993, as permitted under Section 4-106, Education Article of the Annotated Code of Maryland and State Government Article 10-501.

The Montgomery County Board of Education met in closed session on Thursday, June 10, 1993, from 1 p.m. to 2:45 p.m. and from 5:40 p.m. to 6:20 p.m. The meetings took place in Room 120 of the Carver Educational Services Center, Rockville, Maryland.

The Board met to discuss appeals, personnel appointments, committee appointments, the equal opportunity employment report, and contract negotiations. Actions taken in closed session were confirmed in open session.

In attendance at the closed session were Melissa Bahr, Carrie Baker, Fran Brenneman, Carole Burger, Alan Cheung, Blair Ewing, Carol Fanconi, Thomas Fess, Phinnize Fisher, Katheryn Gemberling, Bea Gordon, Ana Sol Gutierrez, Marie Heck, Oliver Lancaster, Elfreda Massie, Brian Porter, Philip Rohr, Jon Sims, Roger Titus (on speaker phone), Paul Vance, Joseph Villani, and Mary Lou Wood.

The Montgomery County Board of Education met in closed session on Tuesday, June 15, 1993, from 7 p.m. to 8 p.m. The meeting took place in Room 120 of the Carver Educational Services Center, Rockville, Maryland.

The Board met to discuss drug testing for bus drivers, contract negotiations, and to consult with legal counsel regarding the student transfer process.

In attendance at the closed session were Melissa Bahr, Carrie Baker, Fran Brenneman, Judy Bresler, Carole Burger, Alan Cheung, Blair Ewing, Carol Fanconi, Thomas Fess, David Fischer, Katheryn Gemberling, Ed Green, Bea Gordon, Marie Heck, Janice Larouche, Brian Porter, Thomas Reinert, Philip Rohr, Paul Vance, Bud Westall, and Mary Lou Wood.

Re: A MOTION BY MR. SIMS TO APPROVE A
STUDENT MEMBER ON THE BOARD STUDENT
ADVISORY COMMITTEE (FAILED)

On motion of Mr. Sims (May 11), the following resolution failed of adoption with Mr. Abrams, Dr. Cheung, Mrs. Gordon, and Ms. Gutierrez voting in the affirmative; Mr. Ewing voted in the negative; Mrs. Brenneman and Mrs. Fanconi abstaining:

Resolved, That the Board of Education establish a standing Student Advisory Committee for the Student Member with the following guidelines:

- ! The charge for this committee will be to, "advise the Student Member on issues of concern to students throughout Montgomery County."
- ! The committee will report directly to the Board of Education annually; such a report should be scheduled toward the end of the Student Member's term, and a written report should accompany any testimony.
- ! This committee will serve as a Board Advisory Committee indefinitely, or until the Board chooses to dissolve it.

RESOLUTION NO. 501-93 Re: STUDENT MEMBER ON THE BOARD STUDENT
ADVISORY COMMITTEE

On motion of Mrs. Gordon seconded by Mr. Abrams, the following resolution was adopted unanimously by members present:

Resolved, That the current Student Member on the Board Student Advisory Committee be continued and that the Board direct the superintendent to contact all principals to assure that there would be representation from every high school in Montgomery County to serve on this committee; and be it further

Resolved, That the Student Member on the Board Student Advisory Committee (SMOBSAC) will continue with the endorsement of the Board of Education, and, as the Board calendar permits, the Board will meet with the committee.

Re: A MOTION BY MRS. BRENNEMAN ON
SUCCESS FOR EVERY STUDENT (FAILED)

The following motion by Mrs. Brenneman failed of adoption with Mrs. Brenneman, Dr. Cheung, Mr. Ewing, and Mrs. Gordon voting in the affirmative; Mrs. Fanconi voting in the negative; Mr. Abrams and Ms. Gutierrez abstaining:

WHEREAS, Success for Every Student was adopted by the Board of Education on January 6, 1992, as a plan to achieve the vision and goals of the Montgomery County Public Schools; and

WHEREAS, Many highly effective strategies and tasks were defined to implement the plan; and

WHEREAS, This plan was intended to be flexible and dynamic; now therefore be it

Resolved, That the superintendent and staff review and update strategies and tasks in the Success for Every Student plan to reflect the full range of the Board's initiatives and the programs, and activities, carried out in schools in order to accomplish the goals of the plan and achieve its vision; and be it further

Resolved, That this updated plan should be reviewed by the Board of Education prior to budget discussion for FY 95.

Re: A MOTION BY MR. EWING ON A PROPOSED
POLICY ON SCHOOL SITE SIZE (FAILED)

The following motion by Mr. Ewing failed of adoption with Mr. Abrams, Mrs. Brenneman, Dr. Cheung, Mr. Ewing, Mrs. Fanconi, Mrs. Gordon, and Ms. Gutierrez voting in the negative:

Resolved, That the superintendent be requested to develop a proposed policy on site size for elementary, middle, and high schools to be brought to the Board for its consideration perhaps, but not necessarily, as an amendment to the long-range facilities plan.

RESOLUTION NO. 502-93 Re: STUDENTS WITH DISABILITIES AND
SUCCESS FOR EVERY STUDENT

On motion of Mr. Ewing seconded by Mrs. Brenneman, the following resolution was adopted unanimously by members present:

Resolved, That Board of Education schedule time at some appropriate date to consider the recommendations contained in the letter from Mrs. Joan Karasik dated May 24, 1993, containing suggestions for changes in the SES plan to incorporate meeting of needs of students with disabilities.

RESOLUTION NO. 503-93 Re: DISCUSSION OF THE DISCIPLINE POLICY

On motion of Mr. Ewing seconded by Ms. Gutierrez, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education schedule time to discuss the discipline policy as it relates to violence and the threat of violence in the schools, the implementation of the policy over the last several years and its impact on age groups and gender, and the implications for future public policy.

RESOLUTION NO. 504-93 Re: DROPOUTS IN MCPS

On motion of Ms. Gutierrez seconded by Mr. Sims (On June 10, 1993), the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education schedule a discussion on dropouts in the Montgomery County Public Schools including retention and prevention efforts, the method of determining dropouts, the tracking they had of dropouts, the policies impacting potential dropouts (attendance, suspension, and withdrawal), alternative programs including GED, and consideration of establishing specific goals for MCPS beyond the MSPP goals. (Refer to Board Items 92-51 and 93-42)

RESOLUTION NO. 505-93 Re: REPORTING TO PARENTS

On motion of Mr. Ewing seconded by Ms. Gutierrez, the following resolution was adopted with Mr. Abrams, Mrs. Brenneman, Dr. Cheung, Mr. Ewing, and Ms. Gutierrez voting in the affirmative; Mrs. Fanconi and Mrs. Gordon voting in the negative:

Resolved, That the Board request the superintendent to bring the Board recommendations that would meet the objectives of reporting to parents frequently and with some degree of specificity about how well their children were doing in mathematics and other areas.

RESOLUTION NO. 506-93 Re: BOE APPEAL NO. 1993-9

On motion of Mrs. Fanconi seconded by Mrs. Gordon, the following resolution was adopted with Mrs. Brenneman, Dr. Cheung, Mr. Ewing, Mrs. Fanconi, Mrs. Gordon, and Ms. Gutierrez voting in the affirmative; Mr. Abrams not voting:

Resolved, That the Board of Education adopt its Decision and Order in BOE Appeal No. 1993-9, a student disciplinary matter.

RESOLUTION NO. 507-93 Re: BOE APPEAL NO. 1993-10

On motion of Mrs. Fanconi seconded by Mrs. Gordon, the following resolution was adopted with Mrs. Brenneman, Dr. Cheung, Mr. Ewing, Mrs. Fanconi, Mrs. Gordon, and Ms. Gutierrez voting in the affirmative; Mr. Abrams not voting:

Resolved, That the Board of Education adopt its Decision and Order in BOE Appeal No. 1993-10, a student disciplinary matter.

Re: NEW BUSINESS

Mrs. Brenneman moved and Mr. Abrams seconded the following:

WHEREAS, The Code of Maryland Regulations, Title 13A, Section 13A.03.02, spells out the process students must use to attain credit for courses to meet high school graduation requirements; and

WHEREAS, These graduation requirements were recently revised and a new set of processes and credit requirements will be in effect for students entering the ninth grade this fall; and

WHEREAS, The bylaw is quite prescriptive as to the courses available to students for earning these credits while in Grades 9 through 12 to meet the new graduation requirements; and

WHEREAS, Students must earn high school credits in subjects that MCPS offers and many students complete in the middle school, such as Algebra I; and

WHEREAS, Students should not be discouraged from taking courses such as algebra in middle school nor should they be required to take advanced courses in this same area when they would prefer more electives; now therefore be it

Resolved, That the Board of Education ask the Maryland State Department of Education to allow students to meet course requirements for high school graduation by completing courses in middle school that are offered in both middle school and high school; and be it further

Resolved, That students who meet a course requirement by this process will not earn a credit toward high school graduation while in middle school; however, they will be able to substitute an elective credit for a required credit while earning the total number of high school credits required to graduate; and be it further

Resolved, That staff forward this resolution in the form of a request to the Maryland State Department of Education, along with whatever materials the superintendent deems appropriate for the state's approval process.

Re: ITEM OF INFORMATION

Board members received the Master Calendar of Board meetings as an item of information.

RESOLUTION NO. 508-93 Re: ADJOURNMENT

On recommendation of the superintendent and on motion of Mr. Abrams seconded by Mrs. Gordon, the following resolution was adopted unanimously:

Resolved, That the Board of Education adjourn its meeting at 11:40 p.m.

PRESIDENT

SECRETARY

PLV:mlw