

**MONTGOMERY COUNTY BOARD OF EDUCATION
POLICY COMMITTEE**

September 10, 2008

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

Other staff present: Stephanie Williams, Harriet Potosky, Diane Mohr, Erick Lang, Betsy Brown, Marshall Spatz, Robin Confino, Brian Edwards, Joe Lavorgna, Steve Bedford, Larry Bowers, Suzanne Merchlinsky, and Maureen Ryan.

Committee Minutes

Action: The minutes of the July 9, 2008, meeting were approved, as amended.

Review of Policies Recommended for Rescission

At the July 9, 2008, Policy Committee meeting, the following policies were referred back to staff for more information:

Policy ECK, *Use of Smith Center for Non-MCPS Groups*
Policy ECL, *Use of School Space by Montgomery College*
Policy JFB, *Return of Graded Work, K-12*

Policy ECK was reviewed. Discussion focused on the need to develop a regulation to accompany the policy, as well as the need to revise the policy. MCPS could reserve the right to schedule the Smith Center. The committee agreed that there should be revisions to the policy.

ACTION: Staff will review the policy, suggest modifications to the policy, and bring it back to the committee. Staff also will work on a regulation to accompany the policy.

Policy ECL was reviewed, and the committee agreed that the policy should be rescinded.

ACTION: The committee will recommend rescission of Policy ECL to the Board of Education. A date will be set through agenda setting.

Policy JFB was reviewed to ascertain if all elements of the policy were incorporated into IKA-RA, *Grading and Reporting*. The committee reviewed the language in the

regulation, suggested editorial changes, and agreed that Policy JFB could be rescinded. Furthermore, the committee was interested in connecting all references to grading and reporting, and therefore asked that there be web links between Policy JFB, regulations, guidelines, and other procedures relating back to the policy.

ACTION: The committee will recommend to the Board of Education that Policy JFB be rescinded. A date will be set through agenda setting.

Timeline for Policy IED, Framework and Structure of High School Education

As a follow up to the July 9, 2008, Policy Committee meeting, staff provided a timeline for review of the policy starting in August and ending in November 2009. They assured the committee that staff would review all policies that relate to high school education in order to streamline the number of policies and regulations, as appropriate.

ACTION: Staff will provide an update to the committee in December regarding the status of the policy review process.

Policy AEB, Strategic Planning for Continuous Improvement

Staff reported that work groups had reviewed the Baldrige Education Criteria for Performance Excellence and added language to the policy to ensure alignment with the strategic plan and operating budget development. Discussion focused on the need to incorporate school system themes, and the proposed language in the policy should include the following language in the proposed policy:

The strategic plan, *Our Call to Action: Pursuit of Excellence*, describes the goals of the Montgomery County Public Schools and methods to reach those goals. The plan guides the work of the school system and engages the community to improve student achievement and close the performance gap by race, ethnicity, gender, socioeconomic status, limited English proficiency, and disability.

ACTION: Staff will make a recommendation as to how to include the above referenced language in the policy and bring it back to the committee in October.

Board Policy and Fees

The Policy Committee asked staff to review the monitoring process associated with current policy and implementation procedures. The chief operating officer indicated that staff was in the process of examining practices to determine whether any guidelines needed to be clarified or changed. The committee received an update from the Office of School Performance staff concerning the process used to gather information from schools concerning their fees, as well as how this information is compiled, changed/updated and monitored. Discussion focused on the compiled list of fees,

including how Clarksburg listed numerous fees because it was a new school but does not actually charge all those fees; the need for more clarity in communication between schools and the community about fees; how some fees on the list should not have been included on the list because they were field trips or fees charged by other entities, and the fact that there is separate policy governing field trips.

ACTION: The committee agreed to the following:

1. Staff is to report back to the committee regarding how they plan to "codify" guidance regarding fees, as well as chorus and band fees on the list (i.e., are they field trips, how are those fees reviewed/determined, as well as the totality of the fees for each activity). Further, if a regulation is developed, there should be an embedded link to the guidelines given to staff regarding fees.
2. The committee will request that the Fiscal Management Committee examine the process for identifying the fees and how the money is handled.
3. The committee would like to receive a copy of the guidelines (or the regulation) developed for staff on the issue of fees.
4. The committee stated that staff should review the communication to parents and the community regarding what fees are required versus those that are optional.

Board of Education Handbook

After a short discussion of the changes, the committee agreed with the modifications and asked that the handbook be reviewed by legal counsel.

ACTION: The handbook will be sent to legal counsel for review prior to transmission to the full Board for approval.

Next Meeting and Adjournment

The next committee meeting is scheduled for October 15, 2008, at 2:30 p.m. in Room 120.

The meeting adjourned at 4:30 p.m.