

**MONTGOMERY COUNTY BOARD OF EDUCATION
POLICY COMMITTEE**

February 3, 2004

The meeting was called to order at 2:30 p.m. with the following people present: Sharon Cox (chair), Pat O'Neill, Charles Haughey, George Margolies, Glenda Rose (recorder), Harriet Potosky, Lori-Christina Webb, Susan Falkenhan, Judy Lewis, Karen Crawford, Ray Frappolli, Don Gibson, and Judy Madden.

Policy FFA – Naming School Facilities

After receiving public comments, it was determined that there are no changes to be made in the policy's language. The Board will take final action on February 23, 2004.

Policy FED – Reduction of Funds Retained Pending Completion of a Contract

After receiving public comments, it was determined that there are no changes to be made in the policy's language. The Board will take final action on February 23, 2004.

Rescission of Policies GEA (Appointment of Professional Personnel), GEB (Position Sharing), and GJA (Employee Performance Systems)

Staff reported that Policies GEA and GFA were included in the union contracts, and Policy GEB was not cost effective. The committee had concerns about rescinding Policy GEB since it was family friendly and provided options for employees. After a discussion on the personnel policies, the committee decided by consensus that as staff works through Section G the philosophical elements stressed by the Board will be retained. Staff will draft an overarching policy, and over time the committee will do a crosswalk with personnel policies.

Future Review of Policies

Based on a format presented at an NSBA Conference, there was a discussion of the need to develop a process for continual evaluation of the implementation and purpose of Board policies. Staff noted that there is an annual review by offices based on need, practice, and the law. The committee agreed that the policies must align with the system's strategic plan, incorporating the Baldrige tools. It was decided that the policies will be aligned based on the system's goals using the strategic plan and performance measures. The strategic plan's data points will be part of the measurement for compliance with the policy. At the April meeting, staff will prepare a diagram of the topics/policies related to the Board's goals, a timeline for review, and critical questions related to performance measures.

Rescission and Review of Policies

The committee decided that –

1. Rescission of policies will be balanced with the needs of the school system and long-term goals.

2. Review of Policies JPC (*Administration of Medication to Pupils*) and JPE (*Acquired Immune Deficiency Syndrome – AIDS HTLV-III Infection*) will be done during the development of the Memorandum of Understanding with the Montgomery County Health Department.
3. Revision of Policy ISA (*Graduation Requirements*) will be driven by the requirements of MSDE, but work should be done in the interim since the policy is very outdated.
4. Appraisal of Policy BBB (*Ethics*) will be done in conjunction with the Ethics Panel and will require only fine tuning.
5. Assessment of Policy ACF (*Sexual Harassment*) will move forward.
6. Rescission of Policy FNA (*Landscaping*) will move forward.
7. Critique of Policy CFA (*Site-Based Participatory Management*) will be included in a systematic process.
8. Review of upcoming policies will be scheduled for March.
9. Changes in policy will be based on capacity, especially with the roll out of curriculum and grading/reporting.

Future Agendas

1. Policy JFA – *Student Rights and Responsibilities*
2. Policy IJA – *Student Counseling Programs and Services*
3. Policy BOA – *Legal Services*
4. Policy CNA – *Advertising Materials and Announcements*

Meetings

March 10 at 2:30 p.m.
April 13 at 2:30 p.m.

The meeting was adjourned at 3:55 p.m.