

**MONTGOMERY COUNTY BOARD OF EDUCATION  
POLICY COMMITTEE**

September 22, 2009

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

Other staff present: Stephanie Williams, Harriet Potosky, Suzanne Merchlinsky, Brian Edwards, Robin Confino, Diane Mohr, Eric Davis, Denise Stultz, Joyce Colbert, Maureen Ryan, Susanne DeGraba, Aggie Alvez, Kathy Lazor, Steve Bedford, and Betsy Brown.

Other attendees: Evie Frankl.

**Committee Minutes**

**ACTION:** The July 21, 2009, meeting minutes were approved as presented.

**Policy BOA, Legal Services**

The committee reviewed the non-substantive changes and agreed with the proposals. The policy also was reviewed and endorsed by the Fiscal Management Committee.

**ACTION:** The policy will be scheduled for Board of Education approval.

**Policy ABC, Parental Involvement**

Staff presented a draft of the revised policy which is now aligned with the National Standards for Family-School Partnerships. Most of the language in the former policy will be incorporated in the regulation. There were some minor language changes to broaden the input of parents, Policy BFA added to related policies, and definitions in the regulation.

**ACTION:** The policy will be scheduled for tentative action by the Board of Education through agenda setting. The regulation or regulatory framework will accompany the policy for Board review.

**Policy EID, Tax Deferred Annuity Program**

Staff presented the revised policy which was updated to reflect current practice and law. This policy was previously reviewed and endorsed by the Board's Fiscal Management Committee.

**ACTION:** The Policy Committee agreed that this policy will be scheduled for Board of Education tentative action.

**Policy GIG, Funding Retirement/Pension System**

**Policy GIH, Funding Other Postemployment Benefits**

Staff presented the revised policies which were updated to reflect current practice and policy format. There had been a change to delete “90 days” in both policies, but the Policy Committee agreed that it should be replaced with “in a timely manner.”

**ACTION: The Policy Committee agreed that these policies will be scheduled for Board of Education final action.**

**Policy GIJ, Operating Fund Investments**

Staff explained that this policy is needed to govern the day-to-day funds (cash and investment) of the school system based on prudent accounting standards. The committee thought that the Board of Education should be included with the superintendent to monitor the policy, and it was agreed to move that sentence from “Review and Reporting” to “Desired Outcomes.” It was also suggested that the monitoring will be defined by “accounting standards.” This policy also was reviewed and endorsed by the Fiscal Management Committee.

**ACTION: The Policy Committee agreed that this policy will be scheduled for Board of Education tentative action.**

**Policy JPG, Wellness: Physical, and Nutritional Health**

Staff presented the Evaluation Report on Policy JPG, and discussed the evaluation’s goals, purpose, organization, criteria, data collection, findings, and recommendations. This process included surveys on system-wide strategies, healthy choices, vending machines, birthday celebrations, fundraising, and staff wellness programs. Given that the policy covers a timeframe from midnight to the end of the school day, PTAs, Booster Clubs, etc. are not covered.

The committee noted that it appeared that principals and teachers were not aware of the policy and regulation; therefore, implementation is not consistent across the system. Staff explained that there was a reminder with a “tool kit” sent to schools this fall. Hopefully, this will serve as a reminder to develop a strategy for implementation.

The recommendations from the evaluation included: (1) promote awareness of policy and regulation; (2) monitor vending machines; (3) expand inclusion of community members; (4) promote non-food fundraising; and (5) encourage schools to use websites about healthy nutrition.

**ACTION: The Evaluation Report will be transmitted to the Board of Education with a cover memorandum from the Policy Committee.**

### **Policy JNA, Curricular Expenses for Students**

Staff explained the process they are following to monitor the implementation of the new guidelines concerning curricular expenses. This fall, staff has reviewed the list of curricular expenses, distributed information to parents, maintained the website, sent a pre-service packet to schools, sent flash-point reminders, redistributed the guidelines, used *MyMCPS*, and monitored feedback for corrective action. Two issues have been resolved – loan of musical instruments and availability of calculators.

The committee discussed course offerings based on fees, students not enrolling in classes due to fees, and waivers. Staff explained that it was too early to draw any conclusions; however, there has been a trend of declining enrollment in some classes with fees, such as cosmetology. The committee asked what the impact was on summer reading. Staff had not heard anything, but will monitor all aspects of curricular fees after first semester.

**Action: Staff will provide a report concerning curricular expenses at the next committee meeting.**

### **Future Committee Agendas**

The next regular meeting will be November 3 and October 20 was deleted as a hold for a possible meeting. The committee had the following discussion regarding future committee agendas:

1. There was a discussion on the scheduling of Policy IOA, *Gifted and Talented Education*. The committee will defer discussions about any possible changes to the policy until after the data from the pilot programs is ready. In the interim and in preparation for work on the policy, it was decided that a packet of information be sent to committee members regarding data and research on gifted and talented articulation programs, as well as information about the policies of other Maryland jurisdictions. It was suggested that the material could be scheduled for discussion at the March meeting.
2. Policy ACD, *Quality Integrated Education*, will remain on the work plan but not scheduled for November.
3. Policy DNA, *Disposition of Board of Education Property*, will be removed from the work plan given staff's recommendation that the policy does not need to be revised at this time.

The meeting adjourned at 4:25 p.m.