

APPROVED
20-2013

Rockville, Maryland
July 16, 2013

The Board of Education of Montgomery County held a business meeting at the Carver Educational Services Center, 850 Hungerford Drive, Rockville, Maryland, on July 16, 2013, beginning at 8:30 a.m.

Present: Mr. Christopher Barclay, President
in the Chair
Ms. Shirley Brandman
Dr. Judy Docca
Mr. Michael Durso
Mr. Philip Kauffman
Mr. Justin Kim
Mrs. Patricia O'Neill
Ms. Rebecca Smondrowski
Dr. Joshua Starr, Secretary/Treasurer

Absent: None

or () indicates student vote does not count. Four votes needed for adoption.

With a quorum present, the Board of Education met in open session at 8:30 a.m.

RESOLUTION NO. 373-13 Re: **RESOLUTION FOR CLOSED SESSION**

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

WHEREAS, The Board of Education of Montgomery County is authorized by the *Education Article* and *State Government Article* of the *Annotated Code of Maryland* to conduct certain meetings or portions of its meetings in closed sessions; now therefore be it

Resolved, That the Board of Education of Montgomery County conduct a closed session on July 16, 2013, including the Student Member of the Board, in Room 120 of the Carver Educational Services Center, 850 Hungerford Drive, Rockville, Maryland, from 8:30 to approximately 10:00 a.m. and 1:30 to approximately 3:30 p.m.; and be it further

Resolved, That the Board receive legal advice as the Board adjudicates appeals, which is a quasi-judicial function outside the purview of the *Open Meetings Act* and as permitted under Section 10-508(a)(7) of the *State Government Article*; and be it further

Resolved, That the Board of Education discuss an appointment to the Policy

Committee, with a subsequent vote in open session, which is an administrative function outside the purview of the *Open Meetings Act* and, to the extent any individual is discussed, as permitted under Section 10-508(a)(1) of the *State Government Article*; and be it further

Resolved, That the superintendent of schools brief the Board on the Monthly Human Resources and Development Report and Appointments with a subsequent vote in open session, which is an administrative function outside the purview of the *Open Meetings Act* and, to the extent any individual employee is discussed, as permitted under Section 10-508(a)(1) of the *State Government Article*; and be it further

Resolved, That the Board members discuss compensation for the superintendent of schools for FY 2014, as permitted under Section 10-508(a)(1) of the *State Government Article*; and be it further

Resolved, That the Board obtain legal advice and discuss the status of the acquisition of the property from the Maryland-National Capital Park and Planning Commission, as permitted under Section 10-508(a)(7), and 10-508(a)(3) respectively of the *State Government Article*; and be it further

Resolved, That the Board receive a briefing by staff and discuss ongoing collective bargaining negotiations and matters that relate to the negotiations, as permitted under Section 10-508(a)(9) of the *State Government Article*; and be it further

Resolved, That the meeting continue in closed session until the completion of business.

Re: **OPEN SESSION**

The Board of Education met in closed session from 8:38 to 10:29 a.m. After a break, the Board of Education reconvened in open session at 10:30 a.m.

To view specific sections or the entire meeting, please watch at
<http://mcpsmd.swagit.com/play/07162013-507>

Re: **PLEDGE OF ALLEGIANCE**

"I pledge allegiance to the flag of the United States of America and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all."

RESOLUTION NO. 374-13 Re: **APPROVAL OF THE AGENDA**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

Resolved, That the Board of Education approve its agenda for July 16, 2013.

RESOLUTION NO. 375-13

Re: **RECOGNITION OF THE MONTGOMERY COUNTY PUBLIC SCHOOLS EDUCATIONAL FOUNDATION, INC. SCHOLARSHIP AWARDS**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:

WHEREAS, The Montgomery County Public Schools Educational Foundation, Inc. (the Foundation) is committed to providing opportunities for Montgomery County Public Schools graduating students who otherwise would not be able to attend college without financial assistance by awarding scholarships; and

WHEREAS, The Foundation has demonstrated this commitment since 1999 by raising contributions from private sector donors and by partnering with Maryland delegates and senators representing Montgomery County to award need-based scholarships totaling more than \$2.1 million to Montgomery County Public Schools graduates; and

WHEREAS, The Foundation recently concluded another annual scholarship fundraising effort receiving private contributions and continuing the partnership with members of the Montgomery County Delegation to the Maryland General Assembly, which resulted in the granting of an additional \$377,229 in need-based scholarship awards to Montgomery County Public Schools graduates; and

WHEREAS, The Foundation recently concluded its 2013 Scholarship Award Selection Process, which awarded 15 need-based scholarships to graduating high school students and renewed 111 need-based scholarships for previous scholarship recipients who are continuing their college studies; now therefore be it

Resolved, That the Board of Education congratulates the Foundation on another successful annual scholarship campaign for the benefit of Montgomery County Public Schools graduates in need of financial assistance to attend college; and be it further

Resolved, That on behalf of the superintendent of schools, staff members, students, and parents, the members of the Board of Education extend their congratulations to this year's Foundation scholarship award winners, including the following 15 students who graduated from Montgomery County Public Schools in June 2013, all of whom were awarded scholarships totaling \$28,750 from the Dr. Paul L. Vance Scholarship Program.

- Xiaohong Chen, Thomas S. Wootton High School
- Dandio Coulibaly, Albert Einstein High School (Kenneth Logan Memorial Scholarship)
- Jamil D. Gordon, James Hubert Blake High School (Kenneth Logan Memorial Scholarship)
- Leah L. Hammond, Montgomery Blair High School

- Vivian D. Henderson, James Hubert Blake High School
- Sindy Lemus Hernandez, Paint Branch High School (Kenneth Logan Memorial Scholarship)
- Mark A. Howell, Jr., Wheaton High School
- Sahar Naghibi-Khamnei, Northwest High School (Kenneth Logan Memorial Scholarship)
- Sender D. Mendez, Wheaton High School
- Charles J. Porter, Quince Orchard High School (Kenneth Logan Memorial Scholarship)
- Karelin G. Ramirez, James Hubert Blake High School
- Matta M. Sannoh, Sherwood High School (Kenneth Logan Memorial Scholarship)
- Maria Victoria C. Santos, Watkins Mill High School
- Susant Tamrakar, Watkins Mill High School
- Khendle J. Williams, Quince Orchard High School (Vance Scholar and Kenneth Logan Memorial Scholarship)

RESOLUTION NO. 376-13

Re: **OFFICE OF HUMAN RESOURCES AND
DEVELOPMENT MONTHLY REPORT**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Ms. Brandman, the following resolution was adopted unanimously:

WHEREAS, The educators and others who are employed by Montgomery County Public Schools are key partners in the important work and achievements of the school system; now therefore be it

Resolved, That the Board of Education approves the monthly Human Resources and Development Report with its listings identifying new employees, employee resignations, and other employee status updates; and be it further

Resolved, That the members of the Board of Education and the superintendent of schools express their condolences to families of deceased employees; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting.

RESOLUTION NO. 377-13

Re: **DEATH OF MR. LAWRENCE A. BROOKS,
PUPIL PERSONNEL WORKER, DIVISION OF
PUPIL PERSONNEL SERVICES**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

WHEREAS, The death on June 20, 2013, of Mr. Lawrence A. Brooks, pupil personnel worker from the Division of Pupil Personnel Services, Department of Student Services in the Office of Special Education and Student Services, has

deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, During the 15 years that Mr. Brooks served Montgomery County Public Schools, he worked with families using strategies that encouraged parents to remain involved in their children's education; and

WHEREAS, Mr. Brooks provided service to five elementary schools, encouraging staff to remain in frequent communication with parents in regard to academic and attendance concerns; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Brooks and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mr. Brooks' family.

RESOLUTION NO. 378-13 Re: **DEATH OF MR. PAUL J. BRUENING,
INSTRUCTIONAL SPECIALIST, DIVISION
OF BUSINESS, FISCAL AND
INFORMATION SYSTEMS**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:

WHEREAS, The death on June 15, 2013, of Mr. Paul J. Bruening, instructional specialist, Division of Business, Fiscal and Information Systems in the Department of Special Education and Student Services, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, Mr. Bruening, employed with Montgomery County Public Schools for more than 32 years, had many accomplishments, including his recent support of the introduction of an online tool for all users within Montgomery County Public Schools; and

WHEREAS, Mr. Bruening was an outstanding employee in the Department of Special Education and Student Services; all offices responsible for facilitating the capacity of teachers to ensure the success of every student have benefited from his knowledge and skills in the area of technology; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Bruening and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a

copy be forwarded to Mr. Bruening's family.

RESOLUTION NO. 379-13 Re: **DEATH OF MRS. MARTHA A. BRUNZELL,
SECURITY ASSISTANT, GAITHERSBURG
MIDDLE SCHOOL**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

WHEREAS, The death on July 3, 2013, of Mrs. Martha A. Brunzell, security assistant at Gaithersburg Middle School, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, During the 12.8 years Mrs. Brunzell worked for Montgomery County Public Schools, she had a positive rapport with the students, enabling them to confide in her concerns they had with school-related conflicts; and

WHEREAS, Mrs. Brunzell communicated with the administrative team keeping them abreast of any issues in or around the school that could possibly interrupt the educational environment for students; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mrs. Brunzell and extend deepest sympathy to her family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mrs. Brunzell's family.

RESOLUTION NO. 780-13 Re: **DEATH OF MS. NANCY F. FITZGERALD,
CLASSROOM TEACHER, WYNGATE
ELEMENTARY SCHOOL**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

WHEREAS, The death on June 1, 2013, of Ms. Nancy F. Fitzgerald, classroom teacher at Wyngate Elementary School, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, In her more than 27 years with Montgomery County Public Schools, Ms. Fitzgerald was an outstanding teacher. She created an active and warm environment in which her students were engaged and continuously learning; and

WHEREAS, Ms. Fitzgerald was always positive with her students and communicated the beliefs that, "You can do this"; "This is important"; and "I won't give up on you"; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Ms. Fitzgerald and extend deepest sympathy to her family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Ms. Fitzgerald's family.

RESOLUTION NO. 381-13 Re: **DEATH OF MR. TERRY E. FORSHEY,
SECURITY ASSISTANT, THOMAS S.
WOOTTON HIGH SCHOOL**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:

WHEREAS, The death on April 27, 2013, of Mr. Terry E. Forshey, security assistant at Thomas S. Wootton High School, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, During the 8.6 years Mr. Forshey had worked for Montgomery County Public Schools, he consistently demonstrated his commitment to the students' well-being and education by ensuring that every student felt safe and secure; and

WHEREAS, Mr. Forshey took great pride in his work, and he was well trained in conflict resolution and able to handle any situation in an effective manner; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Forshey and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mr. Forshey's family.

RESOLUTION NO. 382-13 Re: **DEATH OF MR. ROBERT R. TRAN
ELECTRONIC TECHNICIAN ELECTRONICS
UNIT**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

WHEREAS, The death on June 29, 2013 of Mr. Robert R. Tran, electronic technician, Electronics Unit, Division of Maintenance in the Department of Facilities Management, has deeply saddened the staff and the members of the Board of Education; and

WHEREAS, In his more than 25 years with Montgomery County Public Schools, Mr. Tran was a dedicated technician with a desire to go the extra mile and ensure school staff were completely satisfied; and

WHEREAS, Mr. Tran had a sustained work ethic and was patient and thorough in his work and communication; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Tran and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mr. Tran's family.

RESOLUTION NO. 383-13 Re: **DEATH OF MR. DANIEL R. WILSON
SPECIAL EDUCATION PARAEDUCATOR
ARGYLE MIDDLE SCHOOL**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:

WHEREAS, The death on July 7, 2013, of Mr. Daniel R. Wilson, special education paraeducator at Argyle Middle School, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, In the more than 20 years with Montgomery County Public Schools, Mr. Wilson always anticipated teacher and student needs and identified possible solutions; and

WHEREAS, Mr. Wilson had been an invaluable member of the special education team and took initiative to support students with special education needs; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Wilson and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mr. Wilson's family.

RESOLUTION NO. 384-13 Re: **DEATH OF MR. GARY M. WITZENBURG,
CLASSROOM TEACHER, THOMAS W.
PYLE MIDDLE SCHOOL**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by

Dr. Docca, the following resolution was adopted unanimously:

WHEREAS, The death on June 28, 2013, of Mr. Gary M. Witzenburg, classroom teacher at Thomas W. Pyle Middle School, has deeply saddened the staff, students, and the members of the Board of Education; and

WHEREAS, During the 17 years Mr. Witzenburg had worked for Montgomery County Public Schools, he was committed to engaging his students in learning and developing strategies to explain concepts by using technology to enhance students' understanding and problem solving capabilities; and

WHEREAS, Mr. Witzenburg was a key contributor when meeting with his colleagues as a collaborative team member, took great pride in his work, and was well respected by staff members; now therefore be it

Resolved, That the members of the Board of Education and the superintendent of schools express their sorrow at the death of Mr. Witzenburg and extend deepest sympathy to his family; and be it further

Resolved, That this resolution be made a part of the minutes of this meeting and a copy be forwarded to Mr. Witzenburg's family.

RESOLUTION NO. 384a-13 Re: **APPOINTMENT**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 17, 2013:

Meredith A. Casper, currently principal, Pine Crest Elementary School, as director, Division of Accelerated and Enriched Instruction, Office of Curriculum and Instructional Programs

RESOLUTION NO. 384b-13 Re: **APPOINTMENT**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 17, 2013:

Stephen M. Dolney, currently instructional technology specialist, Office of the Chief Technology Officer, as assistant to the Chief Technology Officer, Office of the Chief Technology Officer

RESOLUTION NO. 384b-13 Re: APPOINTMENT

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Dr. Docca, the following resolution was adopted unanimously:

Resolved, That the following personnel appointment be approved effective July 17, 2013:

Latrice D. Rogers, currently content specialist, Pre-K–12 English/Language Arts, Department of Curriculum and Instruction, as coordinator, Special Initiatives, Office of Curriculum and Instructional Programs

Re: PUBLIC COMMENTS

The following people commented before the Board of Education:

<u>Person</u>	<u>Topic</u>
1. Cory Siansky	Construction progress
2. Lisa De Vasquez	COSA Policy

Re: BOARD/SUPERINTENDENT COMMENTS

Mr. Kim commented on providing students will the tools they need for a quality education, and he thank the Education Foundation for their work. He also commented that students really appreciate the teachers in the school system.

Ms. Brandman commented on the summer food program and the 20th Anniversary of Linkages for Learning.

Mrs. O'Neill agreed with her colleagues. She commented that the Education Foundation provides many small grants because these support schools without funds for various tools.

Dr. Docca commented on the Ramadan dinner, Drive for Supplies, and fraternities working with African-American males to provide programs and mentoring students.

Mr. Barclay continued the comments about the summer food program, Linkages, Drive for Supplies, and the work with students in poverty.

Dr. Starr commented on Drive for Supplies, final round of the National Merit Scholarships, Internet Innovation Alliance, Leadership Week, and welcome to the Student Member of the Board.

RESOLUTION NO. 385-13 Re: CONTRACTS OF \$25,000 OR MORE

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, Funds have been budgeted for the purchase of equipment, supplies, and contractual services; now therefore be it

Resolved, That having been duly advertised, the following contracts will be awarded to the low bidders meeting specifications as follows:

043012-NPI Postage Meters and Related Mailing Equipment, Software, and Accessories

Awardee
Neopost, USA \$ 52,162

060B34 Two-Way Radio
90002

Awardee
Teltronic, Inc. \$ 50,000

1009714 Inspection/Repair/Maintenance and Installation of Electronic Security Systems

Awardee
EAI Security Systems, Inc. \$125,000

1013 Montgomery County Solid Waste Disposal Fee—Extension

Awardee
Montgomery County—Office of Finance \$580,000

101411.1 Job Order Contracting Services**

Awardee
Centennial Contractors \$800,000

1022192 Off the Lot, New Vehicles

Awardee
Criswell Chevrolet, Inc. \$192,750

44000 Food—Fresh and Frozen Bread Products—Extension
01546

Awardee
Hadley Farms, Inc. \$ 50,000

44000 00714	Underground Storage Tanks Maintenance—Extension	
	<u>Awardee</u>	
	Apex Companies, LLC	\$110,000
GS-35F- 5082F	IBM Support, EMC, and San Support—Extension	
	<u>Awardee</u>	
	SMS Systems Maintenance Services, Inc.	\$150,000
1033.3	Legal Services for Special Education Related Issues—Extension	
	<u>Awardees</u> (See note)	
	Carney, Kelehan, Bresler, Bennett & Scherr, LLP	
	Jeffrey A. Krew, LLC	
	Andrew W. Nussbaum	
	PK Law	
	Total	\$625,000
4091.7	Art and School Papers	
	<u>Awardees</u>	
	AFP Industries, Inc.*	\$ 35,698
	Commercial Art Supply	33,466
	Dick Blick Company	7,838
	Ivin Lee*	93,406
	Pyramid Paper Company	150,383
	School Specialty	<u>2,056</u>
	Total	\$322,847
4097.5	Science Equipment Repair Services—Extension	
	<u>Awardee</u>	
	Bridge Path Scientific, LLC	\$ 45,000
4142.3	Purchase of Uniforms—Extension	
	<u>Awardee</u>	
	Classic Custom Products*	\$ 50,000
4334.1	Maximo Work Order and Asset Management Software Upgrade	
	<u>Awardee</u>	
	Ensoft Consulting, Inc.	\$ 30,000

4801.5	Supplies and Repairs of String Instruments—Extension	
	<u>Awardees</u> (See note)	
	Guitar Center, Inc.	
	Lashof Violins, LLC*	
	Potter Violin Company	
	Washington Music Sales Center, Inc.*	
	Wood Bridge Music Shop, Inc.*	
	Total	\$ 25,000
7066.6	Vehicle Maintenance, Repair, and Inspection	
	<u>Awardees</u>	
	Bunn, LLC	\$ 3,500
	General Automotive Servicenter, Inc.	81,000
	J&M Truck Repairs, Inc.	\$ 3,000
	Middleton & Meads Company, Inc.	<u>3,000</u>
	Total	\$ 90,500
7112.4	Lawn Maintenance Equipment	
	<u>Awardee</u>	
	Gaithersburg Equipment Company	\$150,000
9140.1	Miscellaneous Food Services—Extension	
	<u>Awardees</u>	
	Dori Foods, Inc.	\$ 93,620
	Feesers, Inc.	4,000
	Idahoan Foods, LLC	26,720
	J&J Snack Foods Corporation	10,560
	Land O'Lakes, Inc.	187,000
	McCain Foods USA	156,100
	Midas Foods International	60,000
	The J.M. Smucker Company	62,000
	Tribe Mediterranean Foods, Inc.	50,000
	Tyson Sales & Distribution	<u>150,000</u>
	Total	\$ 800,000
9637.2	Fire Alarm Replacement at Various Locations	
	<u>Awardee</u>	
	Alarm Tech Solutions, LLC	\$ 200,000
	TOTAL PROCUREMENT CONTRACTS OVER \$25,000	\$4,448,259

* Denotes Minority-, Female-, or Disabled-owned Business

**Planned Life-cycle Asset Replacement (PLAR)

Note: Contract amounts will be based on individual requirements.

RESOLUTION NO. 386-13 Re: **CONTRACT APPROVAL FOR BID NO.
7094.4, AFTERMARKET AUTOMOTIVE
PARTS—EXTENSION**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, Funds have been budgeted for the purchase of aftermarket automotive parts through Bid No. 7094.4; now therefore be it

Resolved, That having been duly advertised, the following contracts will be awarded to the low bidders meeting specifications as shown below:

7094.4 Aftermarket Automotive Parts—Extension

Awardees

Academy Ford Sales*	\$ 35,000
American Bus Sales and Service	600,000
Fleetpride, Inc.	10,000
J. G. Parks & Son, Inc.	845,700
Johnson & Towers, Inc.	180,300
Johnson Truck Center	235,000
K. Neal International Trucks, Inc.*	1,400,000
Kingmor Supply, Inc.	174,000
Looper Servicenter, Inc.	40,000
Northern Virginia Supply, Inc.	90,000
Parts Authority Southern, LLC	150,000
R&S Auto & Truck Spring Works, Inc.	25,000
The Best Battery Company, Inc.	10,000
Uni-Select USA, Inc.	<u>5,000</u>
Total	\$3,800,000

* Denotes Minority-, Female-, or Disabled-owned Business

RESOLUTION NO. 387-13 Re: **CONTRACT APPROVAL FOR BID NO.
7133.9, CAFETERIA DISPOSABLE
SUPPLIES---EXTENSION**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, Funds have been budgeted for the purchase of cafeteria disposable supplies through Bid No. 7133.9; now therefore be it

Resolved, That having been duly advertised, the following contracts will be awarded to the low bidders meeting specifications as shown below:

7133.9 Cafeteria Disposable Supplies—Extension

Awardees

Calico Industries, Inc.	\$ 10,000
Dade Paper & Bag Company	70,000
Eastern Bag & Paper Company, Inc.*	10,000
Flavorseal, LLC	30,000
Form Plastics Company	550,000
FPC Holdings	5,000
Par-Pak, Inc.	45,000
Preferred Packaging Sales & Service	10,000
Riverside Paper Supply	160,000
S. Freedman & Sons, Inc.	850,000
Transilwrap Company, Inc.	<u>160,000</u>
Total	\$1,900,000

* Denotes Minority-, Female-, or Disabled-owned Business

RESOLUTION NO. 388-13 Re: **ACCEPTANCE OF BEVERLY FARMS
ELEMENTARY SCHOOL MODERNIZATION**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, On behalf of the Board of Education, Board Member Shirley Brandman, inspected the Beverly Farms Elementary School modernization project on Monday, July 1, 2013; now therefore be it

Resolved, That the Board of Education accepts the Beverly Farms Elementary School modernization project and that the official date of completion is that date when formal notice is received from the architect that this project has been completed in accordance with the drawings and specifications, and all contract requirements have been met.

RESOLUTION NO. 389-13 Re: **THOMAS S. WOOTTON HIGH SCHOOL—
GRANT OF FOREST CONSERVATION
EASEMENT AND DECLARATION OF**

COVENANTS

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, The Mayor and Council of Rockville requested a Grant of Forest Conservation Easement and Declaration of Covenants in connection with construction of an artificial turf field at Thomas S. Wootton High School, located at 2100 Wootton Parkway in Rockville; and

WHEREAS, The school site contains areas behind the school building that will not be used for school programming or recreational purposes; and

WHEREAS, The proposed easement grant contains 15,686 square feet that will preserve and protect existing trees and provide for the installation, maintenance, and protection of certain additional trees; and

WHEREAS, Tree planting and future maintenance of the forest conservation areas will be undertaken by the Board of Education, with the Mayor and Council of Rockville being granted the right to inspect to confirm compliance with the terms of the Forest Conservation Easement and Declaration of Covenants; now therefore be it

Resolved, That the president of the Board of Education and the superintendent of schools be authorized to execute a Grant of Forest and Tree Conservation Easement and Declaration of Covenants for 15,686 square feet of land at Thomas S. Wootton High School to the Mayor and Council of Rockville.

RESOLUTION NO. 390-13

Re: **THOMAS S. WOOTTON HIGH SCHOOL—
GRANT OF STORMWATER MANAGEMENT
EASEMENT AND STORMWATER
MANAGEMENT INSPECTION AND
MAINTENANCE AGREEMENT**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, The Mayor and Council of Rockville requested a Stormwater Management Easement and Stormwater Management Inspection and Maintenance Agreement in connection with construction of an artificial turf field at Thomas S. Wootton High School, located at 2100 Wootton Parkway in Rockville; and

WHEREAS, The Board of Education is responsible for all construction and future maintenance of stormwater management facilities at the school; and

WHEREAS, The proposed easement of 27,984 square feet will grant the Mayor and Council of Rockville the right to inspect and maintain the stormwater management quality control structures; and

WHEREAS, The stormwater management easement area will not affect any land that could be used for school programming or recreational activities; now therefore be it

Resolved, That the president of the Board of Education and the superintendent of schools be authorized to execute a Grant of Stormwater Management Easement and Stormwater Management Inspection and Maintenance Agreement to the Mayor and Council of Rockville for 27,984 square feet of land at Thomas S. Wootton High School.

RESOLUTION NO. 391-13 Re: **WATERS LANDING ELEMENTARY SCHOOL
— GRANT OF POTOMAC EDISON
ELECTRICAL SERVICE RIGHT-OF-WAY**

On recommendation of the superintendent and on motion of Mrs. O'Neill seconded by Mr. Kauffman, the following resolution was adopted unanimously:#

WHEREAS, The Potomac Edison Company requested a right-of-way to provide electrical services to Waters Landing Elementary School, located at 13100 Waters Landing Drive in Germantown; and

WHEREAS, The proposed grant of right-of-way, consisting of 7,496 square feet, is for the construction, inspection, operation, and maintenance of underground electrical facilities to be installed to serve the existing school and new addition; and

WHEREAS, This grant of right-of-way will benefit the school and surrounding community by providing the necessary electrical facilities to support the school and will not affect any land that could be used for school programming and recreational activities; and

WHEREAS, All construction, restoration, and future maintenance will be performed at no cost to the Board of Education, with the Potomac Edison Company and its contractors assuming liability for all work; now therefore be it

Resolved, That the president of the Board of Education and the superintendent of schools be authorized to execute a Right-of-Way Agreement with the Potomac Edison Company for a right-of-way of 7,496 square feet for installation of electrical facilities at Waters Landing Elementary School.

Re: **NATIONAL GREEN RIBBON SCHOOLS
AWARDS**

The Board received a brief presentation on the National Green Ribbon Schools Awards from the Department of Facilities Management. Cedar Grove and Summit Hall elementary schools were selected as recipients of the 2013 Green Ribbon Schools

Award. The Green Ribbon Schools award program, established in 2011, is sponsored by the U.S. Department of Education (USDE) and recognizes schools that save energy, reduce costs, feature environmentally sustainable learning spaces, protect health, foster wellness, and offer environmental education to boost academic achievement and community engagement. Cedar Grove and Summit Hall were the only schools in Maryland to receive the award, and are among a total of 64 winning schools from across the nation. Montgomery County Public Schools (MCPS) also was selected as the recipient of the inaugural District Sustainability Award, which recognizes school systems that demonstrate a comprehensive approach to sustainability. MCPS has become a leader in several areas of sustainability and has a comprehensive district wide program to reduce its impact on the environment, including recycling initiatives, energy conservation efforts and a commitment to green construction practices in all building projects.

RESOLUTION NO. 392-13 Re: **FUTURE CLOSED SESSION RESOLUTION**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

WHEREAS, The Board of Education of Montgomery County is authorized by the *Education Article* and *State Government Article* of the *Annotated Code of Maryland* to conduct certain meetings or portions of its meetings in closed sessions; now therefore be it

Resolved, That the Board of Education of Montgomery County conduct a closed session on Monday, July 29, 2013, in Room 120 of the Carver Educational Services Center, 850 Hungerford Drive, Rockville, Maryland, to meet from 5:00 to approximately 6:00 p.m.; and be it further

Resolved, That the Board of Education anticipates that the closed session will include a discussion of personnel matters, as permitted under Section 10-508(a)(1) of the *State Government Article* and Section 4-107(d) of the *Education Article*; the review and adjudication of appeals in its quasi-judicial capacity; consultation with counsel to obtain legal advice on those appeals, as permitted under Section 10-508(a)(7) of the *State Government Article*; a discussion of matters constituting an administrative function outside the purview of the *Open Meetings Act* (Section 10-502(b) of the *State Government Article*); and the Board will publish a more detailed Resolution for Closed Session when particular topics for discussion are identified; and be it further

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

RESOLUTION NO. 393-13 Re: **REPORT OF PREVIOUS CLOSED SESSION**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

On July 1, 2013, the Board of Education voted unanimously to conduct a closed session, as permitted under the *Education Article* Section 4-107(d) and *State Government Article* Section 10-508(a), et seq., of the *Annotated Code of Maryland*.

The Board of Education of Montgomery County met in closed session on July 1, 2013, from 4:30 to 5:42 p.m. in Room 120 of the Carver Educational Services Center, 850 Hungerford Drive, Rockville, Maryland, and:

1. Received legal advice and considered the following appeals involving student transfers and magnet program: T-2013-13, T-2013-22, T-2013-32, T-2013-34, T-2013-38, T-2013-39, T-2013-40, 2013-10, 2013-12, and 2013-13, as permitted under Section 10-508(a)(7) of the *State Government Article* and in its quasi-judicial capacity outside the purview of the *Open Meetings Act*.
2. Received a briefing on individual candidates for appointments as director, School Support and Improvement for High Schools, Office of School Support and Improvement; supervisor, Student Online Learning, Office of Curriculum and Instructional Programs; supervisor, Department of Special Education Services, Office of Special Education and Student Services; principal, Thomas W. Pyle Middle School; principal, Francis Scott Key Middle School; and principal, Brookhaven Elementary School, with a subsequent vote in open session, as permitted under Section 10-508(a)(1) of the *State Government Article*.
3. Receive a briefing and legal advice about the legal aspects related to the modernization of William H. Farquhar Middle School and consult with staff, as permitted under Sections 10-508(a)(7) and 10-508 (a)(8) of the *State Government Article*.

In attendance at the 4:30 p.m. closed session were Shirley Brandman, Judy Docca, Michael Durso, Phil Kauffman, Justin Kim, Patricia O'Neill, Rebecca Smondrowski, Suzann King, Glenda Rose, and Patrick Clancy. At 5:13 p.m., the following staff and counsel joined the Board: Larry Bowers, Judith Bresler, Brian Edwards, Gislaine Ngounou, Beth Schiavino-Narvaez, James Song, Kim Statham, Joshua Starr, Dana Tofig, and Andrew Zuckerman.

RESOLUTION NO. 394-13 Re: **APPOINTMENT OF STUDENT MEMBER OF
THE BOARD TO THE POLICY COMMITTEE**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

WHEREAS, On November 13, 2001, the Board of Education formally established a Policy Committee when it adopted revisions to Policy BFA (*Policysetting*); and

WHEREAS, The Policy Committee consists of not less than three members serving staggered terms of three years each; and

WHEREAS, Pursuant to Policy BFA, the Board may appoint the student member to

serve as a fourth full member of the committee; and

WHEREAS, Mr. John Mannes' term expired on June 30, 2013; now therefore be it

Resolved, That Mr. Justin Kim, student member, be appointed to serve as a member of the Board of Education's Policy Committee until the expiration of his term of office on June 30, 2014.

RESOLUTION NO. 395-13 Re: **APPEALS**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

WHEREAS, The Board of Education has met in closed session and deliberated on appeals brought before its members acting in its quasi-judicial capacity under Section 10-508(a) of the State Government Article of the Annotated Code of Maryland; now therefore be it

Resolved, That the Board of Education hereby decides the following appeals reflective of the Board members' votes in closed session, the dispositions of which will be recorded in the minutes of today's meeting:

<u>Appeal Number</u>	<u>Type</u>	<u>Disposition</u>
T-2013-42	Student Transfer	Affirmed
NEC-2013-43	Student Placement	Affirmed
T-2013-44	Student Transfer	Affirmed
NEC-2013-45	Student Placement	Affirmed
T-2013-46	Student Transfer	Affirmed
T-2013-47	Student Transfer	Affirmed
T-2013-48	Student Transfer	Affirmed
T-2013-50	Student Transfer	Affirmed
2013-9	Magnet Program	Affirmed
2013-11	Magnet Program	Affirmed

RESOLUTION NO. 396-13 Re: **MINUTES**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

Resolved, That the Board approve its minutes for meetings on May 14, May 20, May 30, June 13, and June 24, 2013.

RESOLUTION NO. 397-13 Re: **RESOLUTION CONCERNING PROCESSING OF INFORMATION REQUESTS AND BOARD COMMITTEES**

On recommendation of the superintendent and on motion of Mr. Kauffman seconded by Mrs. O'Neill, the following resolution was adopted unanimously:

WHEREAS, An ad hoc work group reviewed and considered improvements to the Board's work protocols and committee structure; and

WHEREAS, The ad hoc work group provided the Board with the attached memorandum with recommendations; now therefore be it

Resolved, That the Board of Education adopt the work group's "Recommendation Concerning Action Requests To and From Board Members" as contained in the attached memorandum; and be it further

Resolved, That the Board of Education adopt the work group's "Recommendation Concerning Committee Structure" as contained in the attached memorandum, including the modified charge for the Committee on Special Populations.

Recommendations Concerning Processing of Information Requests and Board Committees from Ms. Brandman, Chair

At the June 20, 2012, Board self-evaluation retreat, members expressed a desire to review and consider improvements to some of the Board's work protocols. Specifically, members called into question the Board's committee structure and asked for consideration of whether certain matters were best resolved by the committee of the whole. Board members also articulated a desire to develop more effective processes for addressing requests for action initiated by the public, as well as areas of Board member interests not anticipated by the annual work plan.

As Board president at that time, I formed an ad hoc work group, comprised of Dr. Docca, Mr. Kauffman, Dr. Starr, and me, with a two-fold charge: (a) to develop recommendations for a disciplined process to consider and resolve action requests that Board members receive from the community or wish to initiate with the administration; and (b) to review the Board's existing committee structure. The work group held six meetings: October 15, 2012; November 8, 2012; December 17, 2012; January 11, 2013; February 25, 2013; and May 22, 2013. Based on those robust conversations, the work group makes the following recommendations to the full Board:

Recommendation Concerning Action Requests To and From Board Members

The Board and individual Board members are often asked to consider taking action to address interests or concerns that arise from a constituent community. Typically, these interests/concerns:

- A. Are presented at the Board table (e.g. public comment).
- B. Are raised in the presence of the Board (e.g. cluster visits, meetings with

community groups).

C. Are brought to the attention of a single Board member.

D. Are presented through an organized community advocacy effort (including petition drives/mass e-mails).

A few examples of topics raised by the public in this manner are: school gardens; elimination of styrofoam trays; concussions; dangers of substance abuse; math acceleration; and bell times.

In addition, Board members through their work, and particularly through attendance at conferences or other professional development seminars, develop an interest in an action item not already contemplated by the annual work plan. For example, at a recent MABE conference another school system presented information about their ongoing credit recovery work that sparked the potential for further investigation by MCPS.

While the Board's informal practice of holding a summer "disciplined work" session provides an opportunity to consider possible action items, Board members have found it limiting to have only one opportunity a year to consider topics for inclusion with the Board's work. During the remainder of the year, the only other "formal" way to address unanticipated action requests is through the initiative of a single Board member proposing a New Business Item.

Currently, if an action request does not inspire a New Business Item, the Board has no readily available means for responding to or resolving the request in a timely fashion. The work group believes there should be a routine, streamlined process for resolving pending action requests. Such a process is particularly warranted for requests that have come to the Board's attention through community initiative and where the community is seeking a response. Two important caveats should be noted, however: (1) it is incumbent upon the Board to determine at the outset whether the action request genuinely reflects the interests/concerns of the community; and (2) the Board will need to be very explicit in addressing community expectations regarding responsiveness given the significant implication of any additional work on our limited resources and capacity.

Accordingly, the work group proposes the following recommendations for consideration by the Board:

1) The Board should formally implement a summer retreat to develop the Board's annual work plan, as initially envisioned and recommended with the Board's disciplined work process. Board members would have an opportunity to submit topics for inclusion on the Board's annual work plan and to consider any action requests from the community.

2) In addition, the Board should add three additional sessions to already

scheduled full-day Board meetings to consider other often unanticipated, action items. Officers, superintendent, and Board staff would compile a list of “pending action requests” which would be discussed by the full Board during the quarterly deliberation. During the quarterly deliberations, the Board, in consultation with the superintendent, would decide whether/how to proceed with each pending action request.

3) Quarterly deliberations would be structured conversations that occur in a conference room (much like a mini-retreat and not at the Board table) to fully discuss and consider pending action requests. Following the quarterly deliberation, a report would be given during the regular business meeting regarding the decisions made by the Board about each pending action request. This report would be the public presentation/acknowledgement of the Board’s decision so that interested community members are aware of the Board’s decision and have a “formal” response to their pending action request.

4) In its deliberations, the Board would evaluate each pending action request with specific reference to work priorities already set for the year (the annual work plan) and determine the appropriate prioritization. The Board would also expressly consider any implication for existing staff capacity/ resources.

5) Approval by a majority of the Board would be required before proceeding with any pending action request.

6) The Board could respond to pending action requests by:

(a) taking some immediate action (such as requesting additional research, requesting a memorandum, referring the matter to an appropriate committee for further study, referring the matter to the superintendent for other follow up, etc.);

(b) indicating that the matter was of interest but not of sufficient priority to warrant immediate action and should be held for consideration in the next year’s work plan; or

(c) determining that the matter did not have the interest of a majority of the Board.

7) If a pending action request is a matter of urgency, it does not have to be held for the next quarterly deliberation; the superintendent, in consultation with the Board officers, will work to provide information or a recommendation for resolution to the full Board, as appropriate.

In addition to a process for resolving pending action requests, the Board was also seeking clarification on processes to best support/encourage other Board member inquiry. To address such inquiry:

- a) Board members should be reminded that they can ask follow-up questions of staff arising from work at the Board table or from Board memorandums. Members should send any data request to the Board's chief of staff to triage the request and to track down a response as appropriate. Inquiries and responses will be shared with the full Board.
- b) The superintendent will alert the Board or Board officers if responding to a matter of Board member inquiry is deemed to be extremely time consuming in accordance with page 15 of the Board of Education Handbook. Under such circumstances, it will require action by the full Board to proceed.
- c) Board members can work with Board staff to develop their interests as a New Business proposal as outlined on page 12 of the Board of Education Handbook. Board members should be prepared to address how any proposed New Business Item aligns with the Board's already adopted work plan priorities.

Recommendation Concerning Committee Structure

The work group reviewed the current Board of Education committee structure, as well as the charge and operation of the current committees. However, rather than simply focusing on revising the existing structure, the work group felt it critical to examine the needs of the Board and propose a committee structure best designed to meet those needs. Our discussions focused on the defining responsibilities of the Board namely, to set policy for MCPS; to review and adopt annual budgets; to adopt and oversee the strategic plan; and to evaluate the superintendent on the system's progress toward realizing the strategic goals.

In undertaking our analysis, the work group was cognizant of the Board's indicated preference to ensure that matters of universal interest (such as those related to the Board's responsibility to monitor student outcomes) be addressed by the committee of the whole. As part of its efforts, the work group reviewed articles on "Implementing the Board Committees" and "The Well-Designed Committee" written by Doug Eadie for the American School Board Journal (2008). We also looked at sample committee structures from several other jurisdictions.

The work group identified three major areas of Board work that most need committee support: Policy, Fiscal, and Strategic Planning. These areas coincide with the Board's defining responsibilities. These are also areas where the in-depth advance work of a smaller group of Board members—drafting policy language or reviewing audit data—Board. The work group was unanimous in recommending the need for these committees.

The work group then considered alternative options for most effectively addressing other work currently assigned to Board committees. Transitioning to a three-committee structure would require, for example, a commitment to address community and public engagement by the committee of the whole. The work group

debated whether developing and shaping the Board's community engagement work is best addressed by the committee of the whole because it can be most efficiently decided by presentation of options to and deliberation by the full Board simultaneously. In the final analysis, the work group felt that it was more appropriate and more efficient to involve the full Board directly in planning the Board's engagement activities on an annual basis. This would better allow the full Board to discuss and determine its preferences for engaging with the community. Accordingly, it is our recommendation that we transfer responsibility currently assigned to the Community and Public Engagement Committee to the committee of the whole. Under this model, we anticipate that there will still be instances in which the Board president may need to appoint an ad hoc work group to address a particular short-term topic related to community engagement and implementing the Board's engagement strategy. Our Handbook already contemplates this process.

The work group then invested significant time thinking through the most productive way to accomplish the work currently assigned to the Committee on Special Populations. The work group was mindful, for example, that our alternative education programs have been identified as an "innovation" school and will be undertaking significant new work that will be monitored by the full Board as part of its oversight of the innovation schools effort. Similarly, the systemwide priority focus on interventions which is addressed and monitored by the full Board will have significant impact on our special education, ESOL, and gifted and talented populations. In addition, it is anticipated that the renovated strategic plan will identify key indicators for monitoring student outcomes that will better enable the full Board to focus particular attention on the performance of students identified in the special populations. For these and other reasons, we debated whether the work of the Committee on Special Populations providing oversight/accountability for meeting the needs of our special populations might be best addressed by the full Board. We note that Committee on Special Populations meetings have frequently drawn interest and participation from a majority of Board members suggesting universal interest in addressing this work as committee of the whole.

Some caution was raised, however, questioning whether the full Board would have the time on agendas to focus deeply on the needs of these special populations. For example, when the full Board reviews student outcomes on the indicators in the revised strategic plan, if the Board desires a greater in-depth study on specific indicators concerning the achievement gap for special education students or wants to study the progress of ESOL students, how would we create the time and capacity to conduct such a comprehensive review? As noted above, the Board president could convene an ad hoc committee as needed. Another alternative considered by the work group was to keep the Committee on Special Populations intact but revise its charge to make clear that it would meet only when the full Board determined that it was needed to provide time and capacity to dive deeper into indicators affecting special populations. In addition, there may be areas affecting special populations that might require additional review and which could be assigned to the committee. For example, the Committee on Special Populations has currently been tasked to develop

recommendations for questions to guide a comprehensive review/audit of special education. It is envisioned that the Committee on Special Populations could provide the Board with needed additional capacity on this critical work with the expectation that the committee will report back to the full Board with its findings for further deliberation, as appropriate.

The work group offers these options for consideration, discussion, and final determination by the full Board. The work group recommends that the Board plan to assign the work of any committees during our annual “disciplined work” summer retreat. Were the Board to adopt the recommendation for a three committee structure, we would propose the following revised charges for those committees:

Policy Management

a. When the need for a new or revised policy is recognized, the committee meets with appropriate staff to develop a draft policy. The committee then presents the proposed policy item to the Board for discussion and tentative action. The judgments and recommendations of the committee are advisory in nature and shall be submitted to the full Board for any formal action to be taken.

b. The committee shall monitor the implementation of policies.

c. The committee will review State Board regulations as they arise, as well as relevant enacted state and federal laws, and work with the superintendent to determine any policy or regulatory action that should be taken by the Board.

d. The committee will be responsible for examining processes and protocols to ensure that the continuous improvement needs/procedures of the Board are addressed. For example:

- i. Updates to the Board’s Operational Handbook.
- ii. Disciplined work process.
- iii. Address follow ups from the Board’s self-evaluation process.

Fiscal Management

a. The committee shall approve the annual work plan of the internal audit team and may recommend items for inclusion in the plan.

b. The superintendent will keep the committee informed of the results of all state and federal audits of MCPS operations and recommendations of the County’s Office of Legislative Oversight and Inspector General.

c. The committee will review, as needed, financial statements provided to the county executive and County Council.

d. The committee shall undertake periodic reviews of issues pertaining to the management and audit of Montgomery County Public Schools’ fiscal, capital, and human resources, including the Board’s operating budget, the Capital Improvement

Program, staffing plans, allocations, and pension and benefit determinations.

e. The committee will review the contracting practices of MCPS and will review the procurement manual.

Strategic Planning

a. Working closely with the superintendent, the committee provides initial recommendations regarding the strategic direction and priorities of MCPS (long-range visioning). The committee will be responsible for undertaking a forward-looking analysis for the direction of the system, i.e., complete active and ongoing review of MCPS' environment for opportunities and challenges so that the committee can identify emergent strategic issues that are not currently addressed and recommend these to the full Board.

b. Review objectives and goals to measure progress toward achieving the goals outlined in the strategic plan (performance monitoring). While it would remain the responsibility of the full Board to review student outcomes on the indicators included in the strategic plan, the committee would undertake greater in-depth study at the full board's direction in drilling down areas identified for further study. (It was suggested that a monitoring calendar be developed for interim reports to the full Board with in-depth indicators.)

c. Develop and recommend legislative strategies to the Board.

d. Strategic communication and outreach.

Were the Board inclined to continue to assign work to the Committee on Special Populations rather than exclusively to the committee of the whole (with possible ad hoc supplementation), we would propose the following revised charge for the Committee on Special Populations:

Committee on Special Populations

a. Working closely with the superintendent, the committee may provide initial recommendations based upon in-depth review of issues and instructional programs designed to meet the needs of special populations that require special education services, gifted and talented instruction, alternative programs, ESOL services, and multilingual supports. The committee's work plan will consist only of tasks as assigned by the full Board.

b. As the Board reviews student outcomes on the indicators in the strategic plan, the Board may desire the committee to perform a greater in-depth study on specific indicators concerning special populations, including programs that serve those students. In addition, there may be areas affecting special populations that might require additional review. The committee will provide the Board with needed capacity to undertake these reviews.

c. The committee will meet as necessary.

d. Whenever the committee is assigned a task, the committee will be expected to report back to the Board with its findings for further review and discussion by the full Board, as appropriate.

The work group believes that the proposed changes to the committee structure will enable us to have fully functioning committees that best serve the needs of the Board and strike the proper balance between committee work and work of the full Board. Furthermore, the work group believes the proposed process for addressing action requests from the community will allow for improved responsiveness while still maintaining a streamlined focus on the annual work priorities established by the Board.

We look forward to discussing these recommendations at a future Board meeting. In the interim, please feel free to contact me regarding any questions or concerns.

Re: **NEW BUSINESS**

There was no new business.

Re: **ITEMS OF INFORMATION**

The following documents were available:

1. Legal Fees Report
2. Construction Progress Report
3. Improvements Funded Under Policy CNE, Improvements That Are Not Funded with Montgomery County Revenues

Re: **LUNCH**

The Board of Education recessed for lunch from 11:37 a.m. to 12:30 p.m.

Re: **BOARD OF EDUCATION'S FISCAL YEAR
2015 OPERATING BUDGET INTERESTS**

The superintendent recommended that as a starting point for the discussion of budget interests for the FY 2015 Operating Budget, the Board uses the following 10 budget interests it adopted in September 2012 for the FY 2014 Operating Budget:

1. Provide multiple pathways enabling graduates to be globally competitive and college and career-ready.
2. Meet the needs of each individual child, including their health and social and emotional well-being.
3. Continue to reduce variability of performance/address student performance issues.
4. Retain and support staff.

5. Expand and support community engagement in our schools. Work hard to ensure that communities and families know what they need to do to support their kids.
6. Maintain and improve our special education programs.
7. Promote instructional strategies and curriculum that engages students through innovative delivery methods and 21st century physical spaces.
8. Focus on all students and ensure all students, regardless of race, have equity of access to appropriate and higher level courses.
9. Ensure the budget is aligned to the system's and staff's needs.
10. Pay attention to areas of great need, in particular middle school.

The Board of Education made the following observations on each numbered interest:

1. Mr. Barclay was good with the interest, but what goes under that, such as CTE and opportunities for students who are not going to college. Dr. Docca wanted to know the pathways and cost for college and career-ready students. Ms. Brandman wanted the statement to be clear in the definition of readiness for careers (this may not be as clear when combined with college readiness). Mrs. Neill thought middle and high school is a time for exploration with the use of critical thinking and problem solving skills. Those skills will be fundamental in preparing students for college and career. The school system must offer multiple opportunities/pathways. Mrs. Smondrowski thought it was important to prepare students for "actual" work. Mr. Kauffman noted that there are different pieces for a career as compared to readiness for college. Dr. Starr summed it up with continued support with a critical problem solving piece and a more explicit about career piece.
2. Ms. Brandman wanted to reaffirm, but it is a very large statement. Embedded in this statement is the idea of providing students with a strong beginning to their education. Research supports this idea as well as a focus on students with disabilities. There is a need to strengthen partnerships. Also, a plan and target to assess progress and appropriate staffing levels. Mrs. Smondrowski thought it was important to monitor staffing levels to meet the needs of each child. Mr. Kauffman pointed out the need to fund growth with staffing formulas. Mr. Barclay was interested in the need to build a foundation to assure that young people are prepared through pre-kindergarten. Dr. Docca thought it was important to continue K-3 interventions. How does the public find the resources for differentiated instruction? Mrs. O'Neill thought it was important to focus on the beginning education. This has been a priority of the Board beginning with all-day kindergarten and reduced class sizes in the lower grades. Early intervention in special education is also important. Dr. Starr stated that the language for Number 2 will be reworked to include the Board's comments.
3. All agreed with this budget interest.
4. Ms. Brandman totally agreed, the responsibility of the Board is to assure that the staff has what they need to do their job. Mr. Kauffman added that staff needs

time to do their jobs and to collaborate. Dr. Starr stated that there was a need to commit to creating conditions for success.

5. Mr. Barclay supports and reaffirms community engagement based on the retreat and engagement plan. There is a need for more resources and support staff with possible reallocation of resources. Dr. Starr summed up by saying there could be realignments and support for the desire for community engagement.
6. Mr. Barclay thought that there is a need to look at the “improved” part with clarity on what is being done in special education. The Committee on Special Populations is working to develop questions to guide the superintendent and staff. Dr. Starr wanted to add “programs and processes,” and the Board agreed. Mr. Kauffman mentioned that the Special Education Staffing Committee makes recommendations as to priorities and it should be tied to the budget.
7. Mr. Barclay pointed to more flexible learning spaces, such as using technology. There is also training of staff to deliver the content which is innovative. Dr. Starr stated that there is a need for an operational definition of “innovation.”
8. Mrs. Smondrowski asked if social-economic status should be included. Dr. Starr reflected that the values of the strategic planning framework are aligned with this language. Mrs. Smondrowski pointed out that MCPS should offer enough opportunities/slots for enrollment increase. Mr. Barclay thought the language should reflect the core values and framework.
9. Dr. Starr thought the framework should be aligned with the strategic plan. Ms. Brandman stated that the system is committed to its strategic vision and everything being aligned to support that vision.
10. Dr. Starr stated that this interest calls out middle schools, and staff is working on this issue. Mr. Barclay noted alternative programs where there is great need and desire to meet the needs of students. What are the options? How can we create those options? Dr. Docca noted that the system needs to know the learning styles of its students. What resources are provided for differentiated instruction? There still is variability and a gap. Mrs. O’Neill thought alternative programs fit into several of the budget categories. Mr. Barclay pointed out what is the role of the Board in monitoring and oversight if strategies are not working. Dr. Docca asked about minority kids identified as gifted, but not enrolled in a program. Ms. Brandman thought there was a strong interest in closing the gap, and it is ideal for each student to have an individualized plan. Mrs. O’Neill thought there should be equity, and gifted and talented should be called out. A parallel track is Board governance and access to programs, such as gifted and talented.

By consensus, the Board moved into Closed Session at 2:11 p.m.

RESOLUTION NO. 398-13 Re: **ADJOURNMENT**

By consensus, the Board of Education adjourned its meeting of July 16, 2013, at 4:36 p.m.

PRESIDENT

SECRETARY

JPS:gr