



## Board Meeting

*November 25, 2002*

Terry R. Troy, *President*  
Robert S. Magee, *Vice President*  
Eugene C. Chandler  
David H. Galbreath  
Thomas D. Hess  
Ruth R. "Robin" Rich  
Robert B. Thomas, Jr.  
Karen L. Wolf  
Mark M. Wolkow  
Molly P. Harris,  
*Student Representative*  
Jacqueline C. Haas, *Superintendent*  
*Secretary/Treasurer*

### **OPEN SESSION**

**CALL TO ORDER** - Board of Education of Harford County President Terry R. Troy called the regular business meeting of the Board to order on Monday, November 25, 2002, in the gymnasium of Bel Air Middle School at 6:35 p.m. Mrs. Troy directed that a quorum call be conducted which showed all Board Members to be present. Board Member Karen L. Wolf moved that Item E, Appointment of an Internal Auditor, be eliminated from the agenda. The motion was seconded by Eugene C. Chandler and unanimously supported by the Board. Mrs. Wolf, with a second from Lt. Col. (Ret.) Chandler, then moved the amended agenda be accepted and the Board voted unanimously to do so. Mrs. Troy led those present in the recitation of the Pledge of Allegiance.

### **RECOGNITION**

#### **HCPS EDUCATOR HALL OF FAME - JAMES B. KING/ MICHAEL PASTELAK**

Since October 2000, the Board has inducted two retired former Harford County Public School Educators into the HCPS Educator Hall of Fame each month during the school year. The nominees are selected by the Harford County Retired School Personnel Association based on the former Harford educators' extraordinary contributions to students, colleagues, and the community over a period of at least 20 years. The November inductees were James

B. King, a 23-year choral music teacher at Aberdeen High School; and Michael Pastelak, a 31-year instrumental music teacher and director of bands at North Harford High School.

Mr. King took over a faltering Aberdeen High choral music program which had a 16-member girls glee club in 1962. Within a short time, Mr. King had created a program which had seven performing groups and was in demand to perform locally, regionally, and nationally. He retired in 1985. Mr. Pastelak, a 19-year-old World War II B-24 tailgunner, parlayed his extraordinary talent as a big band performer into a career as music teacher during which he made the North Harford High School instrumental music program the prototype for other high school bands to follow. He also built the Bel Air Community Band into a nationally-known group. Mrs. Troy and Superintendent Jacqueline C. Haas presented Mr. King and Mr. Pastelak with plaques and certificates officially inducting each into the HCPS Educator Hall of Fame.

The Board recognized three Harford County Public School teachers who received state and/or national recognition recently. Jennifer L. Palmer, Forest Lakes Elementary School reading specialist, was honored as being one of two teachers in Maryland and 40 nationally to have received recognition as a Milken Family Foundation winner. The honor brings with it \$25,000 to the educator as well as participation in a national education forum. Also recognized was Emmorton Elementary School math specialist Patricia "Scottie" Vajda who was recently chosen as one of two 2002-2003 Maryland Elementary Math Teachers of the Year; and Carol L. Vail, Dublin Elementary School Physical Education teacher, who was chosen as Maryland Elementary Physical Education Teacher of the Year for 2002-03.

The Board honored the four driving instructors who work in the system's Transportation Office. The four - Diane Ormrod, Kathie Mayor, Joyce Levee, and Trish Cannaday --- received a national award in November in recognition of their outstanding school bus driver training program.

The Board recognized those HCPS teams and individual athletes who won 2002 Fall season Maryland Public Secondary School Athletic Association (MPSSAA) state championships.

The Board also noted those who had won regional or county titles in the recently completed season. Honored was the C. Milton Wright High School Varsity Boys Cross Country team which won the MPSSAA State Class 4A championship in that sport, and their leading runner, Patrick Bailey, who was the individual state champion in 4A. The Board also provided recognition to the Fallston High School Girls Varsity Field Hockey team, the Bel Air Girls Varsity Soccer team, and the C. Milton Wright Cheerleading team as winners of region titles.

## **GENERAL PUBLIC COMMENTS**

Albert Svrjcek, president, and Pam Villeneuve, artistic director, of the Harford Ballet Company, impressed on the Board the need for their group to use Harford County Public School facilities for their performances. Mr. Svrjcek and Ms. Villeneuve said no other suitable venues were available for the performances, adding that the denial of use of the school facilities works a hardship on young dancers, many of whom are Harford County Public School students. Megan Ballinger, a former member of the Harford Ballet Company

and Fallston High School 2001 graduate, said the Dance Conservatory of Maryland said that "dancing touches my heart," adding that her participation with the Harford Ballet Company had helped make her successful in life. Melissa Somers of the Harford Ballet Company said "dancing is a passion" for her and it has taught her to budget her time.

Larry English of Forest Hill challenged the school system on why Forest Lakes Elementary School had not been identified by the Superintendent's Technical Advisory Team as a school to be the subject of balancing enrollment in the 2002-03 cycle based on its enrollment this year, resulting from redistricting of students from Forest Hill Elementary last year. He pointed out that relocatable classrooms had been located at the school and that other schools in the area had space available but were not used as sites to redistrict students from Forest Hill. He said the same people who make the projections should not be on the Technical Advisory Team which recommends methods of balancing enrollment. He also questioned projections that show Forest Lakes Elementary enrollment to drop dramatically over the next several years.

## **OLD BUSINESS**

## **ACTION ITEMS**

## **CONSENT AGENDA**

Acting on the motion of Board Member Robert B. Thomas, Jr. and the second of Lt. Col. (Ret.) Chandler, the Board voted 6 to 0 with one abstention (Mrs. Wolf) to approve items on the Consent Agenda including Minutes of the October 21, 2002 Board Work Session, the Monthly Report on Personnel, Proposed Resolution on Retiring Employees, Approval of Appointment of Negotiations Teams, Approval of Award of School Bus Contracts, and Approval of Employee Tax Deferred Savings Options.

## **APPROVAL OF BALANCING ENROLLMENT AND APACITIES POLICY**

In October, 2001, the Board approved a new Balancing Enrollment with Capacities policy which was the basis for the balancing enrollment activities approved by the Board during the spring of 2002 resulting in the shifting of about 600 students for the 2002-03 school year. A part of the policy's approval was that it be reviewed annually by the Board. Assistant Superintendent for Operations Joseph P. Licata, chair of the Superintendent's Technical Advisory Committee on Balancing Enrollment, presented the Superintendent recommended no changes to the policy. He said the committee found the policy to be very effective in examining enrollment conditions and trends. Mrs. Wolf said the policy does not take into consideration the potential yield of students from housing developments which have been approved but in which building has either not begun or no students have been enrolled in the Harford County Public School System. Mr. Licata said the information can be reported to the state school funding authorities, but it will not be taken into consideration in that funding authority's appropriation of school construction funding. Mr. Licata said it is dangerous to consider the potential student yield since there is no way of telling how rapidly

(or if) the development will produce students to be enrolled in the school system.

Mrs. Wolf moved and Lt. Col. (Ret.) Chandler seconded that the Balancing Enrollment policy be sent to the Policy Review Committee for the possibility of language involving pupil yield from approved developments which have not yet contributed to the Harford Public Schools as yet in figuring future enrollment. The Board voted unanimously to support the motion.

Mr. Wolkow moved and Mrs. Wolf and Board Member Robin R. Rich seconded that a provision be placed in the policy to allow for public input on proposed changes prior to the time the Board takes action on the proposals. The Board voted unanimously to support Mr. Wolkow's motion. Mrs. Wolf agreed with Mr. Licata that having a provision for public input included in a policy is a departure from other Board policies but "this issue is so important that it is warranted." But, Mr. Thomas said no matter how much information the public is presented, if they are not in favor of the changes, they will never agree with the proposal, adding that public input "will not be a panacea."

Mr. Thomas moved and Mrs. Wolf seconded that there be two members of the public added to the Superintendent's Technical Advisory Committee. The Board approved the motion unanimously.

The Policy Review Committee will receive input from members of the Technical Advisory Committee in crafting language reflecting the Board's direction. The revised policy will be brought to the Board for approval, but will not have an impact on the current year's balancing enrollment process.

Mr. Thomas said that the Harkins Commission, which was appointed to look into issues involving school construction and funding, validated the process being used by the school system in projecting enrollment and requesting funds to build/renovate schools.

### **APPROVAL OF CONTRACT, QZAB GRANT, MAGNOLIA ELEMENTARY SCHOOL CHILLER REPLACEMENT**

Kathleen Sanner, supervisor of planning and construction for the school system, presented the Board with information on a State approved Qualified Zone Academy Bond (QZAB) funds totaling \$625,000 for the Magnolia Elementary School chiller/cooling-tower replacement project. An annual \$60,000 of local funding was also identified to provide for engineering and equipment commissioning. QZAB enables the state to sell bonds and allocate proceeds to public school capital improvements at schools which are within federal empowerment zones or which have at least 35 percent of their students receiving free or reduced price meals. The Superintendent recommended the award of the contract for the Magnolia project to Johnson Controls, Inc. in the amount of \$681,000 with the portion above the state appropriation to be covered by the worth of volunteer hours contributed by members of the Magnolia community. Acting on the motion of Mr. Thomas and the second of Mr. Wolkow, the Board unanimously approved the award which is expected to be officially be approved by the State Interagency Committee for School Construction (IAC)

on December 12th.

## **NEW BUSINESS**

### **APPROVAL OF SUPPLEMENTAL REVENUE ALLOCATIONS AND TRANSFER FOR BACKFLOW PREVENTORS**

Acting on the motion of Mr. Thomas and the second of Lt. Col. (Ret.) Chandler the Board unanimously approved the seeking of a \$100,815 transfer from the system's FY 2003 fund balance to pay for the installation of back-flow preventors at Joppatowne High School (\$52,470) and Magnolia Middle School (\$48,345). The Harford County Water and Sewer Department has required Harford County Public Schools to upgrade the existing water service connections at the two schools by installing the devices which would prevent water from flowing back into public lines from the schools in case water pressure were to be lost in the exterior lines. The schools conformed to all existing water facility regulations when they were built, but a subsequent change in the law requires public buildings constructed after a certain date to have the back-flow preventors. Early this school year there had been a concern expressed by some when a test during the summer showed higher than acceptable levels of the legionella bacteria. There are a total of 14 public schools in the county on public water supplies which do not have the back-flow preventors. Mrs. Haas told the Board that the system has been informed it needs to install the preventors using its own resources. However, the County has committed to a long term plan to address the others. The school system will now seek approval from the County Council and County Executive to authorize the transfer which will leave the fund balance level at \$399,185 for the current school year.

### **SUPPLEMENTAL REVENUE ALLOCATION TRANSFER**

Acting on the motion of Lt. Col. (Ret.) Chandler and the second of Mrs. Rich, the Board voted unanimously to approve certain inter-categorical transfers in the current expense account of the FY 2003 budget. Increased revenues of \$136,450 from the state and \$86,057 from the Federal government in its Impact Aid program; as well as \$320,938 in E-Rate (Telecommuni- cations Act of 1996 which provides discounts to school systems and libraries to ensure affordable access to modern telecommunications and information services) revenue provides for an increase to the budget. At the same time, tuition fees projected from this past year's summer school program were \$62,101 below projections. In addition, network communications equipment needs to be increased by \$120,000 for network electronics replacement within the schools. And, the instructional refresh program will receive \$119,227 in funding for replacement of antiquated school computer hardware. Administrative computers and hardware will receive \$34,000 for upgrades and replacement of obsolete equipment. The Technology Literacy Capital Program training will be supplemented \$22,415 for Instructional Salaries and \$25,296 in Health/Fixed Charges to cover the full cost of the training associated with the capital program. The remaining \$160,406 in revenue will be allocated to instruction -- \$36,748 to the summer programs to cover the actual expenditures that occurred during the summer of 2002; \$109,488 to provide resources for teacher development which would be in line with the next set of budget

priorities established by the Board during last spring's budget cycle. In addition, \$14,170 in Health/Fixed Charges associated with the additional Instructional Salaries are included in the transfer. The total of the transfer requests approved was \$481,344.

### **TITLE CHANGE - DEPUTY SUPERINTENDENT TO CHIEF ADMINISTRATIVE OFFICER**

Mrs. Haas told the Board that the position of Deputy Superintendent had been approved by the Board and funded by the County for the 2002-03 school year. However, the position has not been filled. Mrs. Haas said her analysis of the school system needs is for a "second in command" who would attend to the day-to-day operations of the school system involving facilities, maintenance and the coordination of operations. She said the skills required for such duties is different than a traditional Deputy. She said she envisions the person in the position overseeing human resources, business, planning and construction, and other areas in the non-instructional program. Mrs. Haas explained that she is seeking a change in the title of the vacant position to Chief Administrative Officer (CAO) to more properly reflect the duties of the position. Acting on the motion of Lt. Col. (Ret.) Chandler and the second of Mrs. Wolf, the Board voted unanimously to approve the proposed change.

### **REVISIONS TO SCHOOL BUS CONTRACTORS' PER VEHICLE ALLOTMENT SCHEDULE**

Director of Transportation Norman Seidel told the Board that school bus contractors who provide transportation services to the school system have their bus purchases paid for through a "per vehicle allotment," which is a set amount per year for the 12 years that the vehicle is in service to the Harford County Public School System. Mr. Seidel explained that the current rate of PVA does not compensate the bus owner sufficiently during the first six years of the life of a bus (during which most buses are financed) to pay for the monthly cost of the bus purchase. Mr. Seidel said he is proposing to "front load" the PVA to provide more money to contractors during the first six years of the cycle. He said the end-result will be the same amount of money being provided to the contractors. However, the transition period would result in a larger initial payment. Mr. Seidel said it is imperative that school bus contractors continue to be viable in providing the key service to the school system. He reminded the Board that, in 1983-1984, many bus contractors were giving up their routes because it was not profitable to them. The Board provided a consensus to Mrs. Haas to put the necessary money into the proposed FY 04 budget to cover the increase for the first year of the revised PVA program. Mrs. Haas said it will be necessary to prepare County funding authorities for the proposed change.

### **SUPERINTENDENT'S REPORT**

Mrs. Haas said she and Assistant Superintendent for Human Resources Donald Harmon had provided testimony to a state group studying teacher certification issues. She said Maryland's certification regulations are among the most stringent in the country. Mrs. Haas said the testimony had asked the State to be flexible in its certification requirements so that Maryland will not be at a disadvantage in competing for teachers with other states whose

requirements may not be as intense. Mrs. Troy and Mrs. Wolf also attended the session with Mrs. Troy providing introductory remarks.

## **INTERNAL AUDITOR**

Assistant Superintendent for Business Services John Markowski provided the Board with information on the proposed duties of the Internal Auditor position which was approved by the Board last spring and funded by the County. Mr. Markowski also outlined a recommendation by the Superintendent that the Board establish an audit committee consisting of two Board members and one lay member with a finance/accounting/audit background. And, the Superintendent recommended that the Internal Auditor have direct staff responsibility to the Board, the Audit Committee, and the Superintendent. Mr. Markowski said his office would provide day-to-day supervision of the Internal Auditor. Mr. Thomas and Mr. Wolkow volunteered to be the Board representatives on the committee. Mrs. Haas suggested the Board have either its president or vice president and another member on the committee. Mrs. Haas said the operation of the Internal Auditor position would be placed in the system's Administrative Handbook.

## **DISCUSSION**

### **OPPORTUNITY FOR BOARD MEMBERS TO PRESENT NEW BUSINESS**

Mr. Wolkow said he had recently attended a Maryland Association of Boards of Education (MABE) legal seminar about medically fragile students and complimented the input of Director of Student Services Steve Lentowski, John Archer School Principal Mary Mesick, and Coordinator of Nursing Services Sue Reiman.

Mr. Thomas said he will be drafting a response to the Harkins Commission for the Board's review. He noted the efforts of the Howard County Board of Education to have legislation passed in the General Assembly that would permit them to speak to their superintendent in private - thus altering the Open Meetings Act as it relates to their public school system - as being "well intentioned but problematic."

## **ADJOURNMENT**

Acting on the motion of Mrs. Rich and the second of Lt. Col. (Ret.) Chandler, the Board voted unanimously to adjourn and the meeting was adjourned at 9:20 p.m.

## **FUTURE MEETINGS**

The Board will continue its business meetings at Bel Air Middle School through December with meetings slated for December 9th (7:00 p.m.) and December 16th (6:30 p.m.). Budget work sessions will be held on January 7th (Havre de Grace High Auditorium, 6:30 p.m.), January 11th (North Bend Elementary School Cafeteria, 9:00 a.m.), January 15th (Fallston High School, 6:30 p.m.), and January 21st - if needed (HEAT Center, 6:30 p.m.). The Board will move its regular business meetings to Edgewood High School beginning in

January through March. January business meetings will be held on January 13th (7:00 p.m.) and January 27th (6:30 p.m.).

**MORE INFORMATION**

The school system is attempting to prevent duplications and reduce production/mailing costs of the printed versions of B-Line. Those who are able to access B-Line on line and who would like their copy of the printed version of the document discontinued should e-mail the Director of Public Information: [drmorrison.gs@hcps.k12.md.us](mailto:drmorrison.gs@hcps.k12.md.us); Or call the HCPS Customer Relations Action Line (24-hours-a-day) at 410-638-0022.

In addition, for those who would like to receive emergency or other important school announcements automatically at their e-mail address(es), check the schools-out.com initiative on the home page of the HCPS web site.

**For more information on Board meetings or other matters affecting the Harford County Public Schools, contact the system's Director of Public Information, 410-588-5203; or call the HCPS Customer Relations Action Line (24-hours-a-day) at 410-638-0022.**

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