

APPROVED
20-2004

Rockville, Maryland
June 21, 2004

The Board of Education of Montgomery County met in regular session at the Carver Educational Services Center, Rockville, Maryland, on Monday, June 21, 2004, at 8:00 p.m.

Present: Mr. Sharon W. Cox, President
in the Chair
Dr. Charles Haughey
Mr. Walter Lange
Dr. Henry Lee, Board Member-Elect
Mrs. Patricia B. O'Neill
Mr. Gabe Romero
Mr. Sagar Sanghvi, Student Board Member
Dr. Jerry Weast, Secretary/Treasurer

Absent: Mr. Kermit V. Burnett

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

RESOLUTION NO. 341-04 Re: **CLOSED SESSION**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Dr. Haughey, 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 closed sessions on June 21, 2004, in Room 120 from 4:30 to 6:00 p.m. and 7:00 to 8:00 p.m. to discuss the Human Resources Appointments, as permitted under Section 10-508(a)(1) of the *State Government Article*; and be it further

Resolved, That the Board of Education consider the acquisition of real property for a public purpose and matters directly related thereto, as permitted under Section 10-508(a)(3) of the *State Government Article* and Section 4-107(d) of the *Education Article*; and be it further

Resolved, That the Board of Education of Montgomery County receive legal advice as permitted under Section 10-508(a)(7) of the *State Government Article*; and be it further

Resolved, That the Board of Education of Montgomery County dedicate part of the closed session on June 21, 2004, to acquit its executive functions and to adjudicate and review appeals, which is a quasi-judicial function outside the purview of the Open Meetings Act under

Section 10-503(a) of the *State Government Article*; and be it further

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

RESOLUTION NO. 342-04 Re: **APPROVAL OF THE AGENDA**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Dr. Haughey, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education approve its agenda for June 21, 2004.

Re: **RECOGNITION OF MCPS – UNIVERSITY PARTNERSHIPS**

The Board of Education recognized the universities in partnership with Montgomery County Public Schools and the recent graduates.

RESOLUTION NO. 343-04 Re: **RECOGNITION OF THE ASIAN AMERICAN EDUCATION ASSOCIATION SCHOLARSHIP RECIPIENTS**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

WHEREAS, The Asian American Education Association has awarded three \$1,000 scholarships to Montgomery County Public Schools students committed to becoming future educators; and

WHEREAS, The Asian American Education Association promotes and values future educators from a diverse heritage; and

WHEREAS, Montgomery County recognizes and celebrates the contributions of Asian American students to our county, our state, and our country; and

WHEREAS, The Montgomery County Board of Education is proud that Montgomery County Public Schools continues to recognize the achievements of Asian American students; now therefore be it

Resolved, That, on behalf of the superintendent, staff, students, and parents of the Montgomery County Public Schools, the members of the Board of Education congratulate the recipients of this year's Asian American Education Association scholarship awards.

Re: **PUBLIC COMMENTS**

The following people testified before the Board of Education:

	<u>Person</u>	<u>Topic</u>
1.	Judy Docca	International Student Admissions Office
2.	Emilio Perche Rivas	International Student Admissions Office
3.	Kitty Lau	International Student Admissions Office
4.	Francisco Barahona	International Student Admissions Office
5.	Carlos Marroquin	International Student Admissions Office
6.	Linda Plummer	International Student Admissions Office

RESOLUTION NO. 344-04 Re: **CONTRACTS OF \$25,000 OR MORE**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

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

WHEREAS, Funds have been budgeted and/or identified for the purchase of desktop computers, printers, and peripherals; and

WHEREAS, The acquisition of such desktop computers, printers, and peripherals through lease/purchase arrangements has been reviewed by legal counsel; now therefore be it

Resolved, That the purchase of desktop computers, printers, and peripherals, through the State of Maryland Bid No. DBM2020, be approved for purchases in the amount of \$932,230 and for lease/purchases in the amount of \$1,255,500 for a four-year term under the Master Lease/Purchase Agreement with Carlyle Financial Services, Incorporated; and be it further

Resolved, That the proceeds from the financing be used to reimburse the Montgomery County Public Schools' accounts to the extent that such equipment will be acquired before closing; and be it further

Resolved, That for the lease/purchase, the Board president and superintendent be authorized to execute the necessary documents; and be it further

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

DBM 2020	Desktop Computers, Printers, and Peripherals <u>Awardees</u> (See note) Apple Computer Compaq Computers, Inc. Daly Computers* Data Networks of America, Inc. Enable Systems, Inc. Total	\$2,187,730
020501- AGLT	Tandberg Video Conferencing Equipment <u>Awardee</u> Applied Global Technologies	\$ 25,000
4139.1	Copier Systems <u>Awardee</u> BCE Corporation*	\$1,794,856
9130.2	Ice Cream and Frozen Dessert Novelties <u>Awardee</u> Briggs Ice Cream Company	\$ 225,000
TOTAL PROCUREMENT CONTRACTS EXCEEDING \$25,000		\$4,232,586

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

Note: Contract amounts will be based on individual requirements.

RESOLUTION NO. 345-04 Re: **AWARD OF CONTRACTS – RELOCATABLE CLASSROOMS**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, Proposals were received from Cottonwood Construction, Inc.; EMH Environmental, Inc.; Cynthia M. Hastings, Inc.; and J & L Services, Inc., on June 7, 2004, for on-call construction services needed to move and install relocatable classrooms in FY 2005; and

WHEREAS, Proposals for the work to be completed as part of on-call relocatable classroom services will be solicited from the four contractors for each group of local placements with the lowest cost proposal being utilized; and

WHEREAS, The four contractors proposed for on-call services have completed numerous relocatable placements satisfactorily for the Montgomery County Public Schools; now therefore be it

Resolved, That the Department of Facilities Management be authorized to solicit proposals for the movement and installation of relocatable classrooms, utilizing Cottonwood Construction, Inc.; EMH Environmental, Inc.; Cynthia M. Hastings, Inc.; and J & L Services, Inc., for a period of one year; and be it further

Resolved, That the Department of Facilities Management be authorized to proceed with work procured from the on-call contractor that submits the lowest cost proposal for the specific placements.

RESOLUTION NO. 346-04 Re: **AWARD OF CONTRACT – INFANTS AND TODDLERS MODULAR UNIT**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, The upcounty Infants and Toddlers Program, housed during the 2003–2004 school year at Roberto Clemente Middle School, must relocate due to the expansion of the Upcounty Center for the Highly Gifted; and

WHEREAS, The FY 2005 Capital Budget contains funds to purchase and place a modular building at Neelsville Middle School for the permanent location of the upcounty Infants and Toddlers Program; and

WHEREAS, EMH Environmental, Inc., has a multiagency contract with the Baltimore County Public Schools to provide this type of unit for Maryland school systems; and

WHEREAS, EMH Environmental, Inc., has successfully provided modular units to the Montgomery County Public Schools; now therefore be it

Resolved, That a contract in the amount of \$649,900 be awarded to EMH Environmental, Inc., for the purchase and installation of a modular building for the Infants and Toddlers Program at Neelsville Middle School, in accordance with drawings and specifications prepared by SmolenPEmr + Associates Architects.

RESOLUTION NO. 347-04 Re: **AWARD OF CONTRACT – MECHANICAL SYSTEM CONTROLS AT WHEATON HIGH SCHOOL AND THE THOMAS EDISON HIGH SCHOOL OF TECHNOLOGY**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, The heating, ventilation, and air conditioning (HVAC) controls at Wheaton High School and the Thomas Edison High School of Technology have reached the end of their life-cycle and need to be replaced; and

WHEREAS, The control replacement work has to be done over the summer, because the HVAC equipment will be deactivated for several weeks; and

WHEREAS, On April 7, 2004, the State of Maryland Department of General Services (DGS) awarded a requirements contract for energy services work to Potomac Energy Services (PES); and

WHEREAS, Under state of Maryland procurement statutes for boards of education, the Montgomery County Public Schools can utilize this contract to perform the control upgrades for the Wheaton/Edison facilities; and

WHEREAS, On June 9, 2004, PES submitted a proposal for the required HVAC system controls renovation that is within staff's budget estimate; and

WHEREAS, Using the DGS contract will enable us to complete the work over the 2004 summer break; and

WHEREAS, The annual energy savings generated by the new controls will pay back the initial investment in approximately seven years; now therefore be it

Resolved, That the Board of Education approve a contract award to Potomac Energy Services for the renovation of mechanical system controls at Wheaton High School and the Thomas Edison High School of Technology for a fee of \$225,355.

RESOLUTION NO. 348-04 Re: **CLARKSBURG VILLAGE ELEMENTARY SCHOOL SITE – MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, As a part of the subdivision approval for Clarksburg Village, the developer is to dedicate a 13-acre park/elementary school site on Snowden's Mill Parkway to public use at no cost to either the Maryland-National Capital Park and Planning Commission (M-NCPPC) or the Board of Education; and

WHEREAS, The Montgomery County Planning Board, as a condition of the approval of the Clarksburg Village Infrastructure Plan, determined that the park/school site should be conveyed to the M-NCPPC and the Board of Education in a mutually agreed upon manner; and

WHEREAS, The agreements for conveyance are set forth in a Memorandum of Understanding between the Board of Education and the M-NCPPC that states that the developer of Clarksburg Village will convey two parcels to the M-NCPPC consisting of a 10-acre parcel designated as the school parcel and a three-acre parcel designated as the park parcel; and

WHEREAS, At such time as the Board determines that the site is needed for school construction, the M-NCPPC agrees to convey the 10-acre school parcel to the Board of Education at no cost and with no restrictions; and

WHEREAS, At the time of the conveyance of the school parcel, the M-NCPPC and the Board shall enter into an agreement clarifying the right of the Montgomery County Public Schools to use the athletic fields on the park parcel; and

WHEREAS, The subject agreement has been reviewed and is recommended by the Board's attorneys; now therefore be it

Resolved, That the president and secretary of the Board of Education be authorized to execute a Memorandum of Understanding between the Maryland-National Capital Park and Planning Commission and the Board of Education that sets forth understandings of the acquisition of the Clarksburg Village Elementary School site that is located on Snowden's Mill Parkway.

RESOLUTION NO. 349-04 Re: **CONSULTANT APPOINTMENTS – ENGINEERING SERVICES FOR IMPROVED VEHICULAR ACCESS AT VARIOUS SCHOOL SITES**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, Funds are appropriated annually in the Capital Improvements Program to provide improved vehicular access at various school sites, both on a systematic basis and as

individual needs become known; and

WHEREAS, Improved vehicular access projects may involve the widening of a street or roadway, obtaining rights-of-way for school access, or adding or changing entrances and exits at various schools; and

WHEREAS, Adtek Engineers, Inc., and A. Morton Thomas, Inc., are currently under contract and have agreed to continue to provide these engineering services at the FY 2004 negotiated rates; and

WHEREAS, Adtek Engineers, Inc., is a Maryland Department of Transportation (MDOT)-certified minority firm; and

WHEREAS, A consultant selection committee, in accordance with procedures adopted by the Board of Education on July 14, 1998, selected Century Engineering, Inc., as a third firm to supplement the two current firms if needed; now therefore be it

Resolved, That the Montgomery County Board of Education extend the contractual agreements with the engineering firms of Adtek Engineers, Inc., and A. Morton Thomas, Inc., and appoint Century Engineering, Inc., for a period of one year, to provide professional engineering services for improved vehicular access at various school sites as needs arise, with project fees to be negotiated on an individual basis.

RESOLUTION NO. 350-04 Re: **REDUCTION OF RETENTION – ROCKY HILL MIDDLE SCHOOL**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, Scheibel Construction, general contractor for the Rocky Hill Middle School replacement facility, has completed 90 percent of all specified requirements as of May 31, 2004, and requested that the 10-percent retainage, which is based on completed work to date, be reduced to 5 percent; and

WHEREAS, The project bonding company, Liberty Mutual Insurance Company, has consented to this reduction; and

WHEREAS, The project architect, Grimm and Parker, P.C., recommends approval of the reduction; now therefore be it

Resolved, That the 10-percent retainage withheld from periodic payments to Scheibel Construction, general contractor for the Rocky Hill Middle School replacement facility, be

reduced to 5 percent, with the remaining 5 percent due and payable after completion of all remaining contract requirements and formal acceptance of the completed project.

RESOLUTION NO. 351-04 Re: **CLARKSBURG/DAMASCUS ELEMENTARY SCHOOL #8
SITE SELECTION**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, The approved FY 2005–2010 Capital Improvements Program includes a new elementary school to open by September 2009 to relieve overcrowding at Clarksburg and Cedar Grove elementary schools; and

WHEREAS, A Site Selection Advisory Committee (SSAC) was convened that considered five potential candidates; and

WHEREAS, The SSAC recommended that a 10.75-acre parcel, known as the Milestone site, be selected for the Clarksburg/Damascus Elementary School #8; and

WHEREAS, The site, located on Royal Carriage and Royal Crown drives in Germantown, is well located to serve the Clarksburg Master Plan area and is titled to the Board of Education; now therefore be it

Resolved, That the Milestone site be selected for the Clarksburg/Damascus Elementary School #8; and be it further

Resolved, That the County Council and State Interagency Committee for School Construction be made aware of this action.

RESOLUTION NO. 352-04 Re: **TUITION FOR NONRESIDENT STUDENTS FOR FY 2005**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:#

WHEREAS, Board of Education Resolution No. 328-04 establishes the basis for nonresident tuition charges and provides that the per-pupil cost shall be based on the current year's estimated cost, including debt service; and

WHEREAS, The basis for the calculation of per-pupil cost for tuition purposes in FY 2005 is as follows:

Description	Half-Day Kindergarten	Elementary	Secondary	Special Education
Projected FY 2005 Enrollment	4,329	49,020	71,567	8,377
Cost				
Regular Operating Costs	\$ 22,381,378	\$ 506,876,941	\$ 719,639,335	\$ 181,312,589
Capital Budget Costs:				
Current Receipts	141,065	3,194,739	4,664,176	545,947
County Debt	1,391,415	31,511,743	46,005,731	5,385,024
Total Cost	\$ 23,913,858	\$ 541,583,423	\$ 770,309,241	\$ 187,243,560
Tuition Cost Per Pupil				
Regular Operating Costs	\$ 5,170	10,340	10,055	21,644
Capital Budget Costs:				
Current Receipts	33	65	65	65
County Debt	321	643	643	643
Total Tuition Cost Per Pupil	\$ 5,524	\$ 11,048	\$ 10,763	\$ 22,352

and

WHEREAS, The basis for the calculation of tuition for full-day kindergarten is the same as for elementary school students in Grades 1–5; now therefore be it

Resolved, That the tuition rates for nonresident pupils for the 2004–2005 school year will be as follows:

Kindergarten	
Half-Day	\$ 5,524
Full-Day	11,048
Elementary	11,048
Secondary	10,763
Special Education	22,352*

*Rate may change to reflect the cost requirements of implementing the IEP.

RESOLUTION NO. 353-04 Re: TRANSITION OF ADULT ESOL AND LITERARY-GED PROGRAM TO MONTGOMERY COLLEGE AND RECOMMENDED CATEGORICAL TRANSFER

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present: #

WHEREAS, The Montgomery County Public Schools and Montgomery College have formed a partnership to transfer program activities of the Adult ESOL and Literacy-GED Program from the Montgomery County Public Schools to Montgomery College; and

WHEREAS, For FY 2005, the Maryland State Department of Education has agreed preliminarily to a subcontracting relationship for the administration of the Adult Basic Education grant that supports the Adult ESOL and Literacy-GED programs; and

WHEREAS, The Montgomery County Public Schools will be the fiscal agent for FY2005, with Montgomery College acting as the subcontractor for this federal, state, and locally funded program; and

WHEREAS, For FY2006, Montgomery College will submit the competitive grant and assume the leadership role in meeting the educational needs of adults in Montgomery County; and

WHEREAS, Representatives from the Montgomery County Public Schools and Montgomery College have participated in transition planning to address communications, approvals, budget, staffing, locations, registration processes, and obligations of Montgomery County, Montgomery College, and the Montgomery County Public Schools; and

WHEREAS, The Montgomery County Public Schools and Montgomery College staffs are developing the subcontract to govern the Adult Basic Education grant activities during FY 2005; and

WHEREAS, Categorical transfers are required to facilitate the contractual agreement; now therefore be it

Resolved, That the superintendent of schools be authorized to transition the Adult ESOL and Literacy-GED programs to Montgomery College as part of a subcontractual agreement, effective July 1, 2004; and be it further

Resolved, That the superintendent of schools be authorized to effect FY 2005 categorical transfers for grant-funded expenditures totaling \$1,733,001 in the following categories:

<u>Category</u>	<u>From</u>	<u>To</u>
1 Administration	\$ 54,173	
3 Instructional Salaries	1,463,006	
4 Textbooks and Instructional Supplies	9,266	

5 Other Instructional Costs		\$1,733,001
12 Fixed Charges	170,603	
41 Adult Education and Summer School Fund	<u>35,953</u>	<u> </u>
Total	<u>\$1,733,001</u>	<u>\$1,733,001</u>

and be it further

Resolved, That the superintendent of schools be authorized to effect an FY2005 categorical transfer of locally funded expenditures totaling \$338,646 in the following categories:

<u>Category</u>	<u>From</u>	<u>To</u>
3 Instructional Salaries	\$ 296,411	
5 Other Instructional Costs		\$ 338,646
12 Fixed Charges	<u>42,235</u>	<u> </u>
Total	<u>\$ 338,646</u>	<u>\$ 338,646</u>

and be it further

Resolved, That a copy of this resolution be sent to the county executive and County Council; and be it further

Resolved, That the county executive be requested to recommend to the County Council approval to effect FY 2005 categorical transfers of locally funded program expenditures totaling \$338,646.

RESOLUTION NO. 354-04 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective June 22, 2004:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Frieda K. Lacey	Chief of Staff	Deputy Superintendent

RESOLUTION NO. 355-04 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
James Fernandez	Principal, Julius West MS	Principal, Albert Einstein HS

RESOLUTION NO. 356-04 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Debra Muggle	Assistant Principal, Springbrook HS	Principal, Argyle MS

RESOLUTION NO. 357-04 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Diantha Lay	Principal Intern, Diamond ES	Principal, Sligo Creek ES

RESOLUTION NO. 358-04 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

<u>Appointment</u>	<u>Current Position</u>	<u>As</u>
Susan Shenk	Principal Intern, Stone Mill ES	Principal, Travilah ES

RESOLUTION NO. 359-04 Re: **HUMAN RESOURCES APPOINTMENT**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

Appointment
Faith Connolly

Current Position
Instructor, University of
Maryland

As
Coordinator, Applied
Research

RESOLUTION NO. 360-04 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

Appointment
Daniel Curry-Corcoran

Current Position
Evaluation Specialist

As
Coordinator, Student
Assessment

RESOLUTION NO. 361-04 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

Appointment
Scott DeGrasperis

Current Position
Staff Development Teacher,
Thomas W. Pyle MS

As
Magnet Coordinator,
Takoma Park MS

RESOLUTION NO. 362-04 Re: HUMAN RESOURCES APPOINTMENT

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

Resolved, That the following personnel appointment be approved effective July 1, 2004:

Appointment
Peggy Dolet

Current Position
Consultant, About Women and
Work

As
Human Resources
Specialist

RESOLUTION NO. 363-04 Re: PRELIMINARY PLANS FOR NORTHEAST ELEMENTARY SCHOOL #16

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Lange, the following resolution was adopted unanimously by members present:

WHEREAS, The architect for the new facility for Northeast Elementary School #16 (Brookview), McKissack & McKissack of Washington, Inc., has prepared a schematic design in accordance with the educational specifications; and

WHEREAS, The Northeast Elementary School #16 (Brookview) Facility Advisory Committee has approved the proposed schematic design; now therefore be it

Resolved, That the Board of Education approve the preliminary plans report for the new facility for Northeast Elementary School #16 (Brookview) developed by McKissack & McKissack of Washington, Inc.

Re: UPDATE ON OPERATION EXCELLENCE

Dr. Weast invited the following people to the table: Ms. Susanne DeGraba, chief financial officer; Mr. Richard Hawes, director, Department of Facilities Management; Ms. Doreen Heath, assistant chief information officer, Office of Global Access Technology; and Dr. Michael Perich, coordinator, Systemwide Continuous Improvement.

Operation Excellence is a partnership among the business community, county government, and the Montgomery County Public Schools (MCPS). The goals of Operation Excellence are to:

- < undertake a collaborative study of the effectiveness of the identified administrative functions of MCPS by pairing skilled professionals from the local corporate community with their peers in MCPS;
- < identify best practices that can be used by MCPS to increase the efficiency and cost-effectiveness of the selected administrative functions;
- < present to elected officials and the public the recommendations of the study in an objective, clear, and concise manner, focused on solutions;
- < support and testify on the recommendations before those political bodies charged with acting on them; and
- < continue the communication and exchange with MCPS to further the improvements, when appropriate.

In May 2003, Mr. Michael Subin, then president of the Montgomery County Council, asked Mr. Robert E. Anastasi, then executive director of the Montgomery County Business Roundtable for Education (MCBRE), to coordinate a study of several business areas of MCPS. The purpose of the study was to use business acumen to identify ways of making MCPS business processes more efficient and effective, with the idea of finding opportunities to identify savings and reallocating these funds to the instructional programs of MCPS. This study was modeled after the more extensive Corporate Partnership for Managerial Excellence (CPME) led by Mr. Subin in 1993. The majority of the recommendations of the CPME have since been implemented.

Ms. Jane Rudolph, a member of the Board of Directors of MCBRE and vice president of Homeland Security at Lockheed Martin, was asked to co-chair the study. Because this was intended to be a collaborative effort among the business community, the county government, and MCPS, several meetings were held to determine which MCPS business areas were the best candidates for the study. In cooperation with Mr. Larry A. Bowers, chief operating officer, the following areas of investigation were agreed upon: Facilities Management, Financial Management, Technology Management, and Baldrige Management. A specific set of questions was developed to guide the study. These questions also helped MCBRE leaders in the selection of business partners. Twenty-five business partners from 20 businesses were identified to participate in the study. A kickoff was held at the County Office Building on June 18, 2003, with business leaders. The report was presented to the Board of Education and the County Council Education Committee in November 2003. The County Council asked to receive an update in July 2004 on the progress MCPS has made with regard to the recommendations. Below is a summary of the status of the four areas studied:

Facilities Management

The facilities management team focused on several areas, including productivity, organizational effectiveness, and benchmarking performance. The team identified two processes—expanding the current systematic cleaning process at pilot schools to all facilities and evaluating the application of business practices to maintenance work assignments—to benefit productivity. The team also evaluated the current organizational assignments for repair and preventative and operational maintenance to determine the most effective delivery system for these services. Also, the team discussed ways to determine comparative data that could be used to benchmark Department of Facilities Management performance against similar service providers. These efforts produced several recommendations that will create opportunities for the Department of Facilities Management to offset the shrinking resources available for the expanding facilities inventory in MCPS.

Financial Management

The Operation Excellence participants provided their expertise to the Department of Financial Services in two areas: The Employee and Retiree Service Center's new call center and the Division of Controller's Accounts Payable function. The expertise from the operation of commercial call centers has been very helpful to the MCPS call center, and many of the recommendations have been incorporated into daily activities. A strategy for implementing the recommended technology supports is being explored. In the Accounts Payable function, many of the recommendations were to replace the current financial system. Work is proceeding with the Montgomery County Government to begin the process of developing requirements for a new financial system. Staff members also are moving forward on recommendations to engage an audit recovery firm and to work with textbook vendors to resolve issues.

Technology Management

The Operation Excellence review of technology management involved technology modernization and field support and graphics and publishing, areas that are managed by the Office of Global Access Technology (OGAT). Operation Excellence reviewers made several suggestions that are being adopted by MCPS. The suggestion that MCPS use alternate financial mechanisms to fund the technology modernization and field support initiatives is one that will require ongoing research and discussions with state and county officials. The remaining technology modernization and field support recommendations are addressed in plans that include the use of a 5:1 student-to-computer ratio in the Technology Modernization Program planning and the recommendation of modifications to the multi-year operating budget plan to increase the staff and staff training needed to effectively support schools and offices. In the areas of graphics and publishing, OGAT is implementing the reviewers' recommendations by refining goals, improving cost accounting and compliance plans, leasing equipment, and increasing marketing to potential customers.

Baldrige

MCPS continues to address the recommendations from Operation Excellence by using both the business and education criteria for performance excellence as the continuous improvement model for the school system.

Through the collaborative efforts of the offices of School Performance, Staff Development, and the Chief Operating Officer, plans are under way to provide training in the Baldrige-guided School Improvement Process for 75 schools for the 2004–2005 school year. Approximately 45 schools will attend a two-day training this summer, while the other 30 schools (Downcounty Consortium) will receive training during the 2004–2005 school year. Part of the training will include a handbook for classroom teachers to implement Baldrige in their classrooms. By the end of the 2004–2005 school year, approximately 115 schools will be using the new school improvement process.

Also, quality academies are being established at two elementary schools—Sherwood and Waters Landing. The academies will provide visiting teachers and administrators with professional development and an opportunity to observe classroom teachers using the model with students. Both academies will be under the direction of the coordinator of continuous improvement and staffed with an outstanding, experienced teacher. MCPS plans to establish academies at a middle school and a high school.

Actions

The actions taken to date reflect cost and efficiency improvements. In some instances, the report's recommendations are tied to further study. For example, under the Department of Financial Services, a recommendation was made to update the accounts payable system. A request to the County Council to fund the TIF proposal for the requirements study has been submitted to the Education and Management and Fiscal Policy committees. The Board

received a detailed status report of the work under way in the areas that were studied.

Next Steps

Following the Board's discussion, a briefing to the County Council will be scheduled. Staff will continue to implement steps to address the recommendations and improve cost efficiencies.

Re: DISCUSSION

Mr. Lange asked if the maintenance employees had been engaged in these discussions since they would have input based on their experience. Mr. Hawes responded that the consultant will work directly with employees in order to make a recommendation.

Mr. Lange pointed out the increasing complexity of mechanical systems that would require a different skills set. Mr. Hawes said there would be additional training for employees.

Ms. Cox noted in the description that there was a meeting in January to discuss the implementation strategy, especially management of the aging bus fleet. Mr. Hawes stated that staff is looking for consultants to make recommendations on fleet management and work practices.

Dr. Haughey asked if the system was moving forward with modernizing systems management technology or if there would be a delay. Dr. Weast thought there could be a delay. Many issues that MCPS is facing are technology and productivity based on the investment. Technology is the avenue to lever up productivity without increasing labor costs. The business partnership will be a big help in explaining to the political community the increased costs.

Mr. Lange was concerned about the term "as resources permit." He hoped that term would not be used in the future because there is a comprehensive strategic plan.

Ms. Cox noted that when the Board looked at the recommendations on the student:computer ratios and the refreshment, she noticed there were interviews with other school systems. She asked if the recommendations that came from the business partners compared business use versus school system use. Ms. Heath thought the businesses looked at school systems to assess what MCPS needs.

Dr. Haughey was impressed with the progress over the past five years. Education is labor intensive, which complicates the technology investment. He wanted a comparison with other counties on technology investments.

Mr. Lange would have preferred that the presentation were about the integration of technology programs and the anytime, anywhere learning. Ms. Cox noted that this report was the recommendation for operations and their perspective is different from educators.

Ms. Cox noted that as the field of technology has expanded in the workforce it is difficult to attract people to fill these positions. Ms. Heath replied that this will continue to be a challenge.

Mr. Romero commented that the Baldrige initiative is getting to the tipping point where it is taking hold. How are Sherwood and Waters Landing elementary schools affected by the academies? Mr. Perich replied that the staff had input in the decision. Visiting teachers will see the programs using quality tools. Staff will target the visits to specific training.

Ms. Cox thought the steering committee had already discussed these topics, and she hoped that the business community would recommend more strategies and a detailed evaluation. She thought the success of the implementation on the operational side of the house is incredible. She thanked staff for its work and dedication to continuous improvement to use all resources to improve effectiveness and efficiency.

Re: **BOARD/SUPERINTENDENT COMMENTS**

Dr. Weast commented that it was a great school year and he appreciated all employees, parents, students, and the business community. He reported that MCPS had an emergency exercise with the county government. Team Montgomery practiced for a bio-terror incident.

Mr. Lange thanked the superintendent and staff for a successful school year.

Mrs. O'Neill commented on the retirement of more than 500 staff members; one person had 46 years of service. She remarked that the Board has gone on record with its concerns in having the state's High School Assessments (HSA) tied to graduation. The administration of HSAs had problems this year, such as a lack of test booklets. In 2009, she does not want students who are unable to graduation because of decisions that adults have made. She was especially concerned for ESOL and special education students.

Ms. Cox congratulated the individuals who retired from the school system this year.

RESOLUTION NO. 364-04 Re: **CLOSED SESSION RESOLUTION**

On recommendation of the Superintendent and on motion of Mrs. O'Neill seconded by Mr. Sanghvi, 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 closed sessions on Tuesday, July 6, 2004, in Room 120 of the Carver Educational Services Center to meet from

9:00 to 10:00 a.m. and 12:30 to 2:00 p.m. to discuss personnel matters, as permitted under Section 10-508(a)(1) of the *State Government Article*, consult with counsel to obtain legal advice, as permitted by Section 10-508(a)(7) of the *State Government Article*; review and adjudicate appeals in its quasi-judicial capacity; and discuss matters of an executive function outside the purview of the Open Meetings Act (Section 10-503(a) of the *State Government Article*); and be it further

Resolved, That such meetings shall continue in closed session until the completion of business.

RESOLUTION NO. 365-04 Re: REPORT OF CLOSED SESSION

On recommendation of the Superintendent and on motion of Mr. Sanghvi seconded by Mrs. O'Neill, the following resolution was adopted unanimously by members present:

On June 8, 2004, by unanimous vote of members present, the Board of Education voted to conduct closed sessions as permitted under the *Education Article* § 4-107 and *State Government Article* § 10-501, *et seq.*, of the *Annotated Code of Maryland*.

The Montgomery County Board of Education met in closed sessions on May 11, 2004, from 9:05 to 10:10 a.m. and 12:55 to 2:15 p.m. in Room 120 of the Carver Educational Services Center, Rockville, Maryland, and

1. Reviewed and/or adjudicated the following appeals: T-2004-5, T-2004-6, and T-2004-7.
2. Reviewed the Superintendent's recommendation for the Human Resources Monthly Report and Appointments, subsequent to which the vote to approve was taken in open session.
3. Conducted a portion of its closed sessions to discuss collective bargaining negotiations, as permitted under Section 10-508(a)(9) of the *State Government Article* and Section 4-107(d)(2)(ii) of the *Education Article*.
4. Consulted with counsel to receive legal advice as permitted under Section 10-508(a)(7) of the *State Government Article*.
5. Discussed matters of an executive function outside the purview of the Open Meetings Act (Section 10-503(a) of the *State Government Article*).

In attendance at the closed session were: Steve Bedford, Larry Bowers, Judy Bresler, Kermit Burnett, Patrick Clancy, Sharon Cox, Reggie Felton, Charles Haughey, Roland Ikheloa, Don Kopp, Don Kress, Frieda Lacey, Walt Lange, George Margolies, Pat O'Neill, Brian Porter, Lori Rogovin, Gabe Romero, Glenda Rose, Sagar Sanghvi, Gregory Thornton, and Jerry Weast.

RESOLUTION NO. 366-04 Re: **APPEAL T-2004-9**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-9, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 367-04 Re: **APPEAL T-2004-10**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-10, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 368-04 Re: **APPEAL T-2004-11**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-11, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to reverse; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 369-04 Re: **APPEAL T-2004-12**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-12, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 370-04 Re: **APPEAL T-2004-13**

On motion of Mr. Lange and seconded by Dr. Haughey, the following resolution was adopted

unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-13, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 371-04 Re: **APPEAL T-2004-15**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-15, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 372-04 Re: **APPEAL T-2004-16**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-16, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to reverse; Mr. Lange voting to affirm; Mr. Burnett was absent when this case was adjudicated.

RESOLUTION NO. 373-04 Re: **APPEAL T-2004-17**

On motion of Mr. Lange and seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adopt its Order in Appeal T-2004-17, student transfer, reflective of the following vote: Ms. Cox, Dr. Haughey, Mr. Lange, Mrs. O'Neill, Mr. Romero, and Mr. Sanghvi voting to affirm; Mr. Burnett was absent when this case was adjudicated.

Re: **NEW BUSINESS**

There was no new business.

RESOLUTION NO. 374-04 Re: **ADJOURNMENT**

On recommendation of the Superintendent and on motion of Mr. Lange seconded by Mr. Sanghvi, the following resolution was adopted unanimously by members present:

Resolved, That the Board of Education adjourn its meeting of June 21, 2004, at 10:05 p.m.

PRESIDENT

SECRETARY

JDW:gr

MONTGOMERY COUNTY BOARD OF EDUCATION SUMMARY SHEET

June 21, 2004

CLOSED SESSION	1
APPROVAL OF THE AGENDA	2
RECOGNITION OF MCPS – UNIVERSITY PARTNERSHIPS	2
RECOGNITION OF THE ASIAN AMERICAN EDUCATION ASSOCIATION SCHOLARSHIP RECIPIENTS	2
PUBLIC COMMENTS	3
CONTRACTS OF \$25,000 OR MORE	3
AWARD OF CONTRACTS – RELOCATABLE CLASSROOMS	4
AWARD OF CONTRACT – INFANTS AND TODDLERS MODULAR UNIT	5
AWARD OF CONTRACT – MECHANICAL SYSTEM CONTROLS AT WHEATON HIGH SCHOOL AND THE THOMAS EDISON HIGH SCHOOL OF TECHNOLOGY	6
CLARKSBURG VILLAGE ELEMENTARY SCHOOL SITE – MEMORANDUM OF UNDERSTANDING WITH THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION	6
CONSULTANT APPOINTMENTS – ENGINEERING SERVICES FOR IMPROVED VEHICULAR ACCESS AT VARIOUS SCHOOL SITES	7
REDUCTION OF RETENTION – ROCKY HILL MIDDLE SCHOOL	8
CLARKSBURG/DAMASCUS ELEMENTARY SCHOOL #8 SITE SELECTION	9
TUITION FOR NONRESIDENT STUDENTS FOR FY 2005	9
TRANSITION OF ADULT ESOL AND LITERARY-GED PROGRAM TO MONTGOMERY COLLEGE AND RECOMMENDED CATEGORICAL TRANSFER	10
HUMAN RESOURCES APPOINTMENTS	12
PRELIMINARY PLANS FOR NORTHEAST ELEMENTARY SCHOOL #16	14
UPDATE ON OPERATION EXCELLENCE	15
BOARD/SUPERINTENDENT COMMENTS	19
CLOSED SESSION RESOLUTION	19
REPORT OF CLOSED SESSION	20
APPEALS	21
APPEAL T-2004-17	22
NEW BUSINESS	22
ADJOURNMENT	22