

# BOARDROOM CHATTER

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## SUPERINTENDENT'S REPORT

### **2017 Northrop Grumman**

#### **Scholarship Recipient**

The school board recognized Allegheny High School graduate, Cooper Willetts, for being selected as the 2017 winner of the Northrop Grumman engineering scholarship. This scholarship program provides scholarships to Maryland high school seniors who intend to pursue a career in engineering, computer science, math or physics.

#### **Opening of School**

Dr. Cox updated the school board on the 2017-2018 opening of school, and praised faculty and staff for helping things run so smoothly, especially those that work hard during the summer months to get schools prepared for students. Dr. Cox also spoke of his annual first day of school bus ride. This year he joined students en route to Northeast Elementary School and Allegheny High School. Teachers returned to school a week prior to students and had the opportunity to attend the annual Back to School Convocation via live streaming, an idea, which originated from the Teacher Roundtable and that was extremely well received. ACPS's official enrollment is due to MSDE by September 30<sup>th</sup>.

## WORK SESSION NOTABLES

### **Maintenance and Construction Update**

ACPS Director of Facilities, Vince Montana, updated the school board on various ongoing or upcoming maintenance and construction projects. They are as follows:

- **Allegheny High School** – The contractor is doing the following:
  - Area C: hanging, finishing,

- painting gypsum wall board; installing sprinkler mains and branch lines on the entry and upper levels; installing exterior glass; installing ceiling grid on the entry and upper levels; pouring the concrete stair pans in stair #4; begun installing ceramic wall tile on lower level
- Area B: installing electrical duct bank in the kitchen area; completing block walls in the locker and wrestling areas; installing exterior window frames and glazing; completing the brick on the west elevation
- Area A: completing block at the music rooms; continuing to form and pour the concrete seating slabs in the auditorium; hanging drywall and glazing exterior windows in the admin area; installing the roof over stair #1 and the main entrance; laying the HDCMU at the auditorium and main entrance
- Site: completing the perimeter track drain; placing topsoil at the football and practice fields; building the D Area events at the football field (long, high, triple jump, pole vault); poured concrete footers and are laying CMU for athletic storage building; installed underground utilities to this area; evacuating and filling the area for the overflow parking lot; pouring concrete sidewalks at the lower level of Area C; completed the excavation of the new Lions' Center parking area; will be installing sidewalks and curbs in preparation for the blacktop.
- Work has begun on the retaining wall between the two main parking lots

## Board of Education

Mrs. Laurie Marchini, President  
Mrs. Sara-Beth Bittinger, VP  
Mrs. Lorelee Farrell  
Mrs. Tammy Fraley  
Mr. Wayne Foote  
Ms. Alexis Lashbaugh, SMOB  
Dr. David Cox, Superintendent

## CONSENT AGENDA

1. Approve minutes for Work Session August 8, 2017, and Business Meeting August 22, 2017.
2. Approve routine personnel actions for the period of August 1-31, 2017.
3. Receive school construction/maintenance report for the period of August 1-31, 2017.
4. Receive information technology report for the period of August 1-31, 2017.
5. Receive Monthly Financial Report.
6. Approve coal bids for the 2017-2018 school year.
7. Approve bid for fuel oil for schools and diesel fuel for trucks for 2017-2018 school year.
8. Approve bid for purchase of a replacement cab and chassis.
9. Approve the nomination or reappointment to the Local Advisory Council for Career and Technology Education.

The school board approved the consent agenda.

**Work Session Notables continued on page 2.**

## WORK SESSION NOTABLES CONT. (2)

- **FY 2018 CIP:** The IAC made its final funding recommendations to the IAC on May 4<sup>th</sup>. The recommendations include full funding of ACPS requests for Allegany and the roof replacement project at Mt. Savage. The FY 2019 CIP is due at the PSCP on October 4<sup>th</sup>.
- **ASP:** The PSCP has issued the application forms for the FY 2018 ASP funds. Staff is planning to apply for projects by the end of the week. These will include the Frost roof replacement project and other priority projects as funding allows.
- **Beall:** Maintenance department staff replaced the interior and exterior doors at the main entrance.
- **Braddock:** The installation of the new floor and ceiling in the cafeteria has been completed.
- **Greenway Avenue Stadium:** The contractor that originally installed the home side field lights began replacement of all of the bulbs on September 7<sup>th</sup>. The specs for the project required the contractor to replace all of the bulbs after five years. They will also confirm alignment and tighten all connections. The PA system was replaced on August 31<sup>st</sup>. The replacement included a new microphone, mixer, amplifier, and locking equipment rack.
- **Fort Hill Softball Field:** The new scoreboard for the softball field at Washington has been delivered. Because the scoreboard is so far from the electrical power, it was more cost-effective to add a solar power option. The scoreboard will be installed this fall by maintenance department staff.
- **John Humbird:** The portable classroom trailer was removed and the area was converted to parking spaces.
- **West Side:** The new temperature controls system has been installed and placed into service. This system will be incorporated into the centralized ASI controls system and will allow more precise control of the HVAC systems and global access via the Internet. The carpet in the first and second floor open space areas was replaced.
- **Miscellaneous:** The Active Learning Labs were completed. Installation of the short-throw projectors and wall mounting the existing Smartboards was completed and approximately 30% of those systems have been placed into service. Maintenance Department crews are continuing to install power, A/V, and network cabling to the remaining projectors.

### **PARCC Update**

Ms. Trina McGregor, ACPS Coordinator of Accountability, gave the school board an update on county data for PARCC results in English/Language Arts and math at each grade, highlighting trends, achievement gaps, and subgroups. Ms. McGregor also highlighted the 2017-2018 ACPS testing calendar, which is available on the school system's website.

In Allegany County, both ELA and math gains were statistically significant at all levels. Students in grade 7 ELA showed the greatest growth since last year in the percentage of students scoring a 4 or 5. Students in grade 6 showed the greatest growth in math in the percentage of students scoring a 4 or 5. The percentage of students scoring a 4 or 5 in ELA increased at every grade level. ELA in grades 3-5 were all above the state average. The percentage of students scoring a 4 or 5 in math is above the state average at all grade levels 3-8. Grades 3, 4, 6, 8, and algebra I showed slight increases in the percentage of students scoring 4 or 5. The pass rate for students in grade 8 taking algebra I was 95.9%.

Ms. McGregor also updated the school board on subgroup data, including those students with IEPs and FARMs. In both subgroups, for both math and ELA, there was a gap between these subgroups and the general population. That gap continued to increase as students got older, but the gap within the FARMs subgroup didn't increase as drastically as it did in the special needs subgroup. ACPS works continuously with staff to find ways to provide these students with equitable learning opportunities that will help them be as successful as possible.

Maryland's PARCC results are available at [www.mdreportcard.org](http://www.mdreportcard.org).

### **Class Size Report**

Mrs. Dee Blank, ACPS Supervisor of Elementary Education, gave the school board a report on elementary class size for the 2017-2018 school year. Per the school board's policy on class size (File: IIB-R), the board seeks to adhere to the following class size recommendations when fiscally possible:

- Pre-k: recommended 20; cap 20 (Pre-k staffing includes one teacher and one IA as a minimum)
- Kindergarten: recommended 18; cap 28 (Kindergarten staffing is calculated based on a 12:1 student to adult ratio)
- Grades 1-3: recommended 18; cap 28
- Grades 4-5: recommended 25; cap 28

ACPS schools not receiving Title I support this school year include Frost, Parkside, Bel Air, and Cresaptown Elementary Schools. Pre-k student to adult ratios and recommendations are met with at 10:1 ratio. There is a 12:1 kindergarten student to adult ratio. At George's Creek Elementary, there are two kindergarten teachers and on IA, which is a 17.6:1 ratio. At Mt. Savage Elementary, there are 28 students with one teacher and one IA, which is a 14:1 ratio. Northeast Elementary reassigned a Title I teacher to kindergarten to lower the ratio from 27 students to 18.3 per class.

Grade one has seven schools above eighteen students, but within the cap of 28. Cresaptown Elementary has two first grade classrooms with an average of 24.5 students per class. Northeast Elementary has 25 students in each first grade classroom. Cash Valley, John Humbird, and West Side Elementary Schools utilize Title I funds for class size reduction (CSR) in grade one. In Grade two, Cash Valley, Parkside, and West Side Elementary Schools meet the recommended 18:1 ratio.

Grade three has five schools meeting the 18:1 ratio, including Bel Air, Flintstone, Frost, Mt. Savage, and Parkside Elementary Schools. George's Creek nearly met the recommendation at 18.33, and utilizes Title I funds for CSR. Grade four is within the recommended ratios with Mt. Savage as the only exception. Mt. Savage will use the Title I teacher for a portion of the day in grade four to reduce class size. The class size is 16:1 during that time. The remainder of the day the Title I teacher provides reading intervention. The pre-k teacher also serves as a reading intervention teacher for half of the day. George's Creek, John Humbird, and Westernport Elementary Schools utilize Title I funds for CSR in grade five.

In summary at the elementary level, Title I teachers help reduce class size in Title I schools. Schools not receiving Title I funds create the greatest challenges due to comparability formulas. Title I schools are required to be staffed at 110% above the schools not receiving Title I funds. Title I may serve schools above 36% FARMs and must serve schools above 75% FARMs. ACPS currently serves all elementary schools above 55% FARMs.

Dr. Kim Kalbaugh, ACPS Chief Academic Officer, updated the school board on class size at the secondary level. The recommended class size at the middle and high school levels is 25 students with a cap of 28. She noted that enrollment numbers would fluctuate at this level, as September 15<sup>th</sup> is the add/drop window for the semester, and September 30<sup>th</sup> is the add/drop window for the year. Sections are based on course demand during spring scheduling. Braddock has one course, PE, with a total of 31 students; Mt. Savage Middle School has twelve courses (algebra, band, language arts, math, PE, physical science, US history) are above the cap; and Westmar has one course, band, above the cap at 31 students. At the high school level, Allegany has one course, computer science skills, under the recommended minimum of five students. The Career Center courses with fewer than five students include advanced auto technology, journalism III, graphic communications, solar power, restaurant management, and union curricula. Fort Hill has one course, government, with 31 students, and one course, Spanish IV, with four students. Finally, Mountain Ridge has two courses, AP Spanish and Chinese, with four students enrolled. Courses including algebra, world history, art, college speech, health, math, English, government, and PE are above the recommended cap.

### ***Financial & Technology Reports***

Nil Grove, ACPS Chief IT Officer, provided the following department updates:

- Rolled the student data plan in Aspen to the new 2017-2018 school year. Within five hours, 5,600 schedule updates were viewed online.
- Announced that ACPS is going paperless for PARCC home reports and report cards for the 2017-2018 school year.
- Spring PARCC scores were uploaded to Aspen and attached to student records. College and career readiness flags were created based on PARCC and other assessment records in Aspen.
- Kindergarten Readiness Assessment (KRA) – data loads daily to prepare for student testing.
- MSDE reports on attendance, conduct, grades, and truancy for the last year were submitted. This includes class size reporting to the Governor's office.
- The IT department handled many technical support calls for computer, phone and password resets upon teachers and students returning.
- Blackboard Connect mass notification system was implemented seamlessly with school administrator training.
- The Back to School Convocation was successfully live streamed.

Larry McKenzie, ACPS Chief Finance Officer, provided updates on the stadium fund to the school board. In 1996, the school board approved a plan to charge a fee of \$1 fee on adult ticket sales for varsity football, varsity soccer, and varsity track events held at Greenway Avenue. This fee is also charged on all tickets sold for the Allegany vs. Fort Hill homecoming game. The cell tower rental income at Greenway Avenue is also collected and put aside in the same account as the ticket revenue. In 2007, the school board approved a \$1 surcharge on similar events held at Mountain Ridge stadium. These funds are each segregated and reported separately in a School Construction cost center fund.

### *Work Session Notables Cont. (4)*

As outlined in the notes of the audited financial statement of the school board, “The funds are to be used to maintain, renovate, and upgrade Greenway Avenue Stadium.” These funds have been set aside and may be used for any type of upgrade at the stadiums, including the replacement of turf and stadium infrastructure. The last withdrawal/transfer of funds from this account was in the amount of \$279,625 in 2012 to assist with stadium renovations from the prior two years. Since then, funds have accumulated to \$224,250 at the end of fiscal year 2017 for the Greenway Avenue Stadium fund and \$55,240 in the Mountain Ridge Stadium fund. Since 1996 at inception, nearly \$460,000 has been raised from the \$1 ticket surcharge and more than \$150,000 in additional revenue attributable to the cell tower has been earned for Greenway Avenue Stadium.

A summary of all stadium funds, as of June 30, 2017, is as follows:

- Greenway Avenue Stadium Fund: \$224,250
- Greenway Avenue Stadium Renovation Fund: \$32,962
- Mountain Ridge Stadium Fund: \$55,240
- Sinking Fund for Stadium Turf: \$400,000

## NEW BUSINESS

### ***Consider Approval of FY 2019 Capital Improvement Plan***

The school board approved the FY 2019 CIP, which includes the request for funding for the remainder of the state funds for the Allegany High School project. To date, the Board of Public Works has approved \$36,242,000 for the project.

Based on input from the maintenance department supervisor, foremen, and the PSCP school inspection reports, ACPS has changed the sequence of projects and added several new projects. The roof replacement projects at the Career Center and Westernport have been moved up on the priority list because of the deteriorated conditions. The boiler replacement projects at Braddock and Fort Hill were also moved up by one year. If ACPS receives the requested funding, all of the coal boilers in the schools will be replaced by November 2021. Future project requests for the replacement of windows and doors at West Side and Beall have also been added.

### ***Consider to Repeal Memorials Policy (File: FFA)***

The school board voted to approve a first reading repeal of the above policy, whose purpose was “to establish the Board’s position on designating any school facility as a memorial.”

### ***Consider to Repeal Naming Rights Policy and Regulations (File: FFB)***

The school board voted to approve a first reading repeal of the above policy, whose purpose is “to establish procedures for naming rights of school facilities.”

### ***Consider First Reading of Policy for Naming School Facilities and Properties (File: FF)***

The school board voted to approve the first reading of the above policy, whose purpose is “to adopt an equitable process for naming school facilities, portions of facilities, and properties.”

## UNFINISHED BUSINESS

### ***Consider to Take from Table Policy for Complaints Against School Personnel (File: GBN)***

The school board voted to take from the table the above policy, whose purpose is “to establish a procedure to resolve staff complaints.”

### ***Consider First Reading of Policy for Complaints Against School Personnel (File: GBN)***

The school board approved the first reading, by a 4-1 vote, the above policy. The policy states, “The Board of Education places trust in its employees. In the performance of their duties employees should be protected from unnecessarily spiteful, unfair, or negative allegations. Complaints will be considered only if made and presented in writing to the complainant’s immediate supervisors. When a complainant’s concern pertains to his or her immediate supervisor, the complaint shall be submitted in writing to Human Resources.”

### ***Consider Second Reading of Policy for Sun Safety (File: JLCEE)***

The school board approved the second reading of the above policy, whose purpose is “to promote sun safety.” The policy states, “Allegany County Public Schools believes in promoting sun safety to ensure students and staff are protected from damage caused by harmful ultra-violet rays.”

## NEW BUSINESS CONT. (2)

### ***Consider Approval of the Recommended Membership for Evaluation Committee as Outlined in RFP for Redistricting***

The school board voted to approve the recommended membership for an evaluation committee as outline in an RFP for redistricting. The Allegany County Public School System issued a request for proposal for consultant services to perform a facility utilization study and analysis for the district on August 24, 2017. The deadline for technical proposal submission is October 6, 2017, at 2 p.m. Technical proposals that meet the mandatory requirements of the RFP and received from offering firms by the closing deadline will be evaluated by an evaluation committee. The committee will include members appointed by the Board. The committee shall make a recommendation to the Board, who will make the award of contract, after appropriate approvals.

The superintendent of schools recommends the following members to serve on the evaluation committee: board member, Dee Blank, Supervisor of Elementary Education; Nil Grove, Chief IT Officer; Dixie Heavener, Executive Assistant; Larry Humbertson, Supervisor of Transportation; Vince Montana, Director of Facilities. Dr. Cox and Dr. Kim Kalbaugh, Chief Academic Officer, will also serve on the committee as ex-officio members.

### ***Vote to Meet in Executive Session in October***

The school board voted to meet in Executive Session on Tuesday, October 10, 2017, pending any appeals or unfinished business. The work session will begin at 5:00 p.m., and the business meeting will begin at 7 p.m.

## CONSTITUENT COMMENTS

### ***Mr. Wesley Mason***

Mr. Mason addressed the school board regarding last month's proposal from City Councilmember, Seth Bernard, to form an anti-drug club within the schools. Mr. Mason wanted to the school board to be award of his genuine interest in being a part of the planning, organizing, and implementation of this club.

### ***Mr. John Reuschlein, Mrs. Heather Warnick, Mrs. Mary Lough***

These individuals all addressed the school board separately; however, their concerns were all related to class size. ACPS recently moved a kindergarten teacher from Parkside Elementary School to another elementary school to help reduce a class size over the recommended cap of 28 students. This resulted in the combination of two kindergarten classes of thirteen students each into one class of 26. Parents voiced their concern that this was too large a class for students of such a young age.

## REPORTS & ANNOUNCEMENTS

### ***Ms. Alexis Lashbaugh, SMOB***

Alexis updated the school board on the following:

- Alexis attended the MASC Executive Board meeting on August 8<sup>th</sup> in place of the president, who was unable to attend.
- Alexis attended SMOB training in Annapolis on August 9<sup>th</sup>.
- ACASC held its second Executive Board meeting on August 29<sup>th</sup>, where they selected major event dates for the year. The group also named representatives from Fort Hill, Rachel Hare, and the Career Center, Maddie McKay, to assist on this board.
- ACASC is discussing the possibility of attending the NASC Lead Conference in Virginia in January.
- ACASC will hold its annual kick-off picnic on September 21<sup>st</sup> where Alexis will deliver her SMOB report. There will also be a variety of leadership activities, and new members will be introduced.
- The first Bridges to Opportunity meeting was held on September 13<sup>th</sup>.
- The next ACASC Executive Board meeting will be held on September 18<sup>th</sup>.
- ACASC is officially registered on the 4 Diamonds for the Kids website, and their fundraising efforts will begin soon. The group anticipates hosting "Miracle in a Minute" at sporting events.
- Alexis looks forward to attending the MABE conference in Ocean City in October.