

# BOARDROOM CHATTER

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## SUPERINTENDENT'S REPORT

### *Present Proclamation Recognizing American Education Week and Education Support Professionals Day*

The school board presented a proclamation to Mr. John Reuschlein, President of ACEA, recognizing November 14-18, 2016, as American Education Week and November 16, 2016, as Education Support Professionals Day.

Public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility, and equality. By equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future.

Education employees, whether they are custodians or teachers, bus drivers or librarians, work tirelessly to serve our children and communities with care and professionalism. Schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders and elected officials, in a common enterprise.

### *Enrollment Update*

Dr. Cox updated the school board on system enrollment. The official enrollment for ACPS is calculated based on the enrollment as of September 30<sup>th</sup> each year. The three-year enrollment comparison is as follows:

- Overall Students – (2015) 8,865; (2016) 8,812; (2017) 8,702
- Pre-K Students – (2015) 508; (2016) 495; (2017) 490
- Part-Time Students – (2015) 23.25; (2016) 30.25; (2017) 26.5
- Non-Resident (2 are WV, 1 is Garrett County)- (2015) 1; (2016) 3; (2017) 3
- Paid FTE – (2015) 8,332.75; (2016) 8,283.75; (2017) 8,182.5

It is important to note that the Maryland State Department of Education does not pay for pre-k students. Part-time students count for one FTE if they are taking four or more classes; .25 FTE for one class; .5 FTE for two classes; and .75 FTE for three classes. Out of county/state students (those paying tuition) are not paid by state funds.

ACPS is down just under 100 FTEs, which results in an approximate \$1.3 million decrease in anticipated funding for FY 2018.

## UNFINISHED BUSINESS

### *Consider Second Reading of Policy for Student*

#### *Interrogations/Searches/Arrests (File: JIH)*

The school board approved the second reading of the above policy, whose purpose is "to authorize a reasonable search of a student and seizure of unlawful items."

## Board of Education

Dr. Edward Root, President  
Mrs. Laurie Marchini, VP  
Mr. Nicholas Hadley  
Ms. Sara-Beth James  
Mr. Wayne Foote  
Mr. Zachary Sterne, SMOB  
Dr. David Cox, Superintendent

## CONSENT AGENDA

1. Approve minutes for October 11, 2016, Work Session and Business Meeting.
2. Approve routine personnel actions for the period of October 1-31, 2016.
3. Receive school construction/maintenance report for the period of October 1-31, 2016.
4. Receive information technology report for the period of October 1-31, 2016.
5. Accept \$20,000 donation from the T. Rowe Price Program for Charitable Giving to benefit Fort Hill High School science programs.

Two items originally included on the consent agenda, the monthly financial report and the approval of the Colocation and Access Cooperation Five-Year Agreement between the Board of Education and Conxx, Inc. was moved to New Business.

The school board approved the consent agenda.

# 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:

- **Allegany High School:** Construction of stair tower #4 is complete. Work has begun on stair tower #2 and the elevator shaft along with the exterior walls at the technology labs. The structural steel for section C is scheduled to be completed by the end of the week. Once all of the steel is in place, a standard test will be conducted for “true, level, and plumb.” This verifies that the steel is straight and level before work continues. The remaining mechanical attachments will be installed and torqued, and where required, beams will be welded in place. Work will then begin on the placement of the steel deck panels followed by the installation of the under-slab electrical conduits and plumbing before the concrete floor is poured. Work continues on the large retaining wall as sections A and B. When completed, the wall at the gym will be 43’ tall and 48’ tall at the auditorium. Work is also progressing on the footers and piers in this area. Work will begin next week on two more retaining walls. Wall E is located between the main parking lot and the athletic fields. Wall J is located at the north side of the school between Section C and the road at Lions Center.
- **Braddock Roof Replacement:** The roof replacement is substantially complete.
- **CIP:** Staff attended a review of the CIP with IAC staff on November 1<sup>st</sup>.
- **ASP:** Staff is awaiting the release of the FY 2017 ASP funds to reapply for the Frost roof replacement project.

## ***PARCC Update***

Ms. Marsha Miller, ACPS Coordinator of Accountability, updated the school board on PARCC subgroup data. As a review, the students who scored at levels 4 and 5, which is considered College and Career Ready, were as follows:

- English 11 – 75 of 360 or 20.8%
- Algebra II – 135 of 579 or 23.3%

It should be noted that not all seniors took the English 11 exam, as some seniors were already determined to be CCR by earning an SAT reading score of 500 or more or with an English 10 PARCC score of level 4 or 5 from the previous year.

Additionally, not all seniors took the Algebra II exam, as some seniors were already determined to be CCR by earning an SAT math score of 500 or more or with an Algebra II PARCC score of level 4 or 5 from the previous year.

Once all other indicators of college and career readiness are

added, 238 of 571 seniors are deemed CCR in English Language Arts and 153 of 571 seniors are deemed CCR in math.

The two subgroups that Ms. Miller reviewed for the school board were FARMS (Free and Reduced Meals) and special education. A school system’s FARMS percentage is determined on October 31<sup>st</sup> each year. As of last year, ACPS had a FARMS percentage of 56.42%, up from 47.74% in 2003. The elementary FARMS percentage is 63.7%; 57% at the middle school level; and 47.8% FARMS at the high school level. In ACPS, a total of seventeen schools have a FARMS percentage of greater than 50%.

According to 2016 data, 18.2% of elementary students have an Individualized Education Plan (IEP); 14.9% of middle school students have an IEP; and 10.6% of high school students have an IEP. During the test, ACPS offers students with an IEP accommodations and accessibility features.

Ms. Miller shared the 2016 PARCC ELA and math FARMS results as well as the special education results for ELA and math. Trends for FARMS and special education data on both exams show a higher percentage of FARMS and special education students scoring at levels 1 and 2. The gap between FARMS and special education subgroups and all test takers at level 3 narrows slightly, and then at levels 4 and 5, the higher percentages lie with the total test takers than with either of the two subgroups.

## ***Environmental Science Updates, MISA, and T. Rowe Price Program for Charitable Giving Donation***

Mr. Eric VanSlyke, Supervisor of Science, updated the school board on environmental literacy in ACPS, which strives to provide meaningful outdoor educational experiences each year as well as meaningful watershed educational experiences in elementary, middle and high school.

At the middle school level, sixth graders visit the Evergreen Heritage Center for one day to receive environmental education on soils. In seventh grade, students spend two and a half days engaged in the Rocky Gap/Canal Place Programs through the Alice Ferguson Foundation. Finally, in eighth grade, students spend one day at the Sustainable Energy Research Facility at FSU to participate in an environmental education program on renewable energy.

At the high school level, earth science students spend one day at the Evergreen Heritage Center engaged in environmental education programs about weathering, erosion, and the properties of soils. Environmental science students spend one day at Rocky Gap, through the Alice Ferguson Foundation,

bridging the watershed. High school students also have the opportunity to participate in the annual Envirothon.

Mr. VanSlyke also updated the school board on the Next Generation Science Standards (NGSS) and the Maryland Integrated Science Assessment (MISA). At the middle school level, MISA testing begins this school year, but it is a no-fault year with baseline testing only. At the high school level, MISA testing will begin next school year. That will also be a no-fault year with baseline testing only. Currently at the middle school level, sixth graders are studying Integrated Science; seventh graders are studying Life Science; and eighth graders are studying Physical Science. Next school year, sixth graders will again study Integrated Science, as will seventh graders, and eighth graders will continue to study Physical Science. At the high school level, students will take the HSA Biology, which is still a requirement. Students will either take the Biology HSA or complete the Bridge process. The MISA assessment will begin next year.

Finally, Mr. VanSlyke updated the school board on a donation from T. Rowe Price. The T. Rowe Price Program for Charitable Giving has donated \$20,000 this year to Fort Hill High School for improvements to science classrooms and for science materials and equipment.

### ***Instructional Update and P-TECH***

Dr. Kim Green-Kalbaugh, ACPS Chief Academic Officer, updated the school board on P-TECH, which is an innovative program that creates clear pathways from high school to college and career for young people from all academic backgrounds. In six years or less, students graduate with a high school diploma and a two-year associate degree in a STEM career field. Each P-TECH program requires a partnership among three entities – a local school system, a local institution of higher education, and a local employer in a STEM field.

The Pathways in Technology Early College High School Act of 2016 established the P-TECH Stakeholders Work Group to examine the implementation of Maryland P-TECH pilot schools and to determine optimal funding for statewide implementation of Maryland P-TECH schools. The Work Group membership, under the leadership of Dr. Lynne Gilli, Chair, brings together members of the General Assembly, State agencies, higher education institutions, business representatives, and other organizations interested in early college high schools. The MSDE Stakeholder Work Group is finalizing a report to provide to the Governor, on or before December 1, 2016, that recommends costs and considerations and a rationale for funding specific costs. Considerations for each potential funding model includes the following: the level of enrollment of students in high school versus college courses, especially in years five and six; the additional costs of college fees and textbooks, which will vary by program; challenges for rural communities to provide transportation to college and workplace internships; and variation in teacher costs and student requirements.

The P-TECH Schools Act of 2016, Senate Bill 376, charges that a steering committee must include college and industry partners, with K-12 districts as the fiscal agent. Defining features include open enrollment and no costs to students; a well-defined pathway to an AA degree (20 courses); one-on-one mentoring, career exploration, and one or more paid internships; 50% FARMs population; and must be a school within a school or a separate school facility. Allowable or expected activities include a designated administrator; instructional support; student support; extended day/year programs; transportation related to the college and career experiences; and college tuition, fees, and books.

The ACPS Steering Committee developed the following vision for P-TECH: “Increasing student opportunities and career success through innovative collaboration among business, community, and education.” The steering committee has also developed and formed the following sub committees:

- Public Relations – Develop a strategic communication plan for providing information about the P-TECH program to the public so that parents, students, educators, business and industry leaders, and community leaders will regard the program in a positive way.
- Curriculum/Program of Study – Design a six-year scope and sequence plan leading to an AAS degree in Computer Technology with a concentration in Cybersecurity, with options for completion in four, five or six years.
- Essential Job Skills and Employer Support – Develop a skills map for industry that clearly identifies essential job requirements; Develop a plan for identifying industry mentors, establish mentor standards and expectations, roles and responsibilities; Develop a timeline for mentor experiences.
- Professional Development – Develop a plan to prepare program staff and non-staff with appropriate and relevant professional development; Identify resources to assist.

## WORK SESSION NOTABLES CONT.

- Recruitment and Retention – Develop a plan to recruit eighth grade students to the P-TECH program; Include ways to identify, target, and enroll students who are at-risk and economically disadvantaged; Develop a plan for retaining students in the P-TECH program.
- Assessment – Design an evaluation plan to annually assess the success of the program.
- Facilities and Equipment – Determine optimal district site, equipment needs, and administrative support for the P-TECH program.

The sub committees have already given presentations to secondary administrators, school counselors, the LAC, and the curriculum committee. The curriculum sub committee has developed a document which provides a year-by-year overview of the school's program, covering the full range of grade levels and content areas; the specific order and arrangement of high school and college courses and work-based learning experiences; and the "big" picture of high school and college credits potentially earned by year and an understanding of the interplay between academic courses and work experiences.

In order to develop this scope and sequence for the program, ACPS must ensure that the curriculum meets high school graduation requirements. ACM must ensure that college courses meet specified degree requirements and clarify eligibility requirements for college courses. FSU must ensure a seamless transfer process. WMHS and other business partners must identify key skills that entry-level employees need to be successful and help shape curriculum to meet those needs. They also must define workplace learning experiences throughout the program.

### **Legislative Priorities**

Dr. Cox updated the school board on a draft of 2017 Legislative Session Core Values and Legislative Priorities. Topics included:

- **Adequate and Equitable State Funding**
  - Equity in Funding
  - Commission on Education Finance, Equity and Excellence
  - Consideration of Hold Harmless Legislation
  - Maintenance of Effort
  - Adequate State Funding to Improve School Buildings
  - Education Capital Improvements
  - Healthcare Premiums for School Systems
  - Further Increases in the Transfer of Pension Costs
  - Teacher Retirement Supplemental Grants
  - Fund Pre-Kindergarten
  - 700Mhz Communications System Upgrade

- **Local Control**
  - Continued Governance Authority for Local Boards of Education to Set Educational Policy and School Budgets
  - Charter Schools
  - Labor Relations Board
  - Free and Appropriate Education – Burden of Proof
  - Mandated Start Time for the School Day
  - Assessments
- **Mandates Should be Limited and Fully-Funded by the State**

### ***FY2018 Budget Calendar***

Mr. Larry McKenzie, ACPS Chief Business Officer, updated the school board on the tentative FY 2018 Budget Calendar, which is as follows:

- **November:** Chiefs, Directors, Supervisors, Principals and Board Members receive budget materials, information, and directions
- **December:** Superintendent and Chief Officers determine budget parameters; Budget requests received from Chiefs, Directors, Supervisors, and Principals to finance office (12/9); Board work session on budget priorities and concerns (12/13)
- **January:** Public budget forum at the Career Center (1/5); Superintendent's Senior Staff prioritizes budget requests (1/9); Budget priorities adopted (1/10); General Assembly Session begins (1/11); Preliminary draft of State Aid is available from the State of Maryland and MSDE (1/27)
- **February:** Special budget requests are distributed to school board members (2/9); Draft State Aid is presented at work session (2/14); Superintendent's preliminary budget concepts are presented (2/14)
- **March:** Present Superintendent's budget to school board and public; Board of Education votes on request to County Government (3/14); Board of Education presents request to County Commissioners (3/16); Any non-recurring cost considerations are due to MSDE from County and must be agreed upon by Board of Education and County Commissioners (3/31)
- **April:** General Assembly Session ends 90-day period (4/10); County Government releases preliminary budget
- **May:** County Government releases five-year CIP budget
- **June:** County Government adopts budget; Superintendent recommends final budget adjustments; Board adopts a final budget; Adjustments on Board of Education budget due to County Government; Commissioners approve final adjustment to Board of Education budget

## WORK SESSION NOTABLES CONT.

### ***Pre-Labor Day Waiver Request***

Dr. Cox updated the school board on the Governor's Executive Order mandating school systems to open schools, beginning next year, after Labor Day. Since the initial Executive Order, there have been revisions to include clearer parameters, specifically for Allegany and Garrett Counties, on the eligibility of applying for a waiver. ACPS has met the requirement that states that if a system has, within a five-year period, missed more than ten instructional days in two of those years; they are eligible to request a waiver. Dr. Cox has asked for feedback from student groups, Teacher Roundtable, Parent Advisory Council, and principals, and the majority has indicated that ACPS should pursue a waiver. The school board was asked at the Business Meeting to authorize a letter to MSDE to formally request a waiver.

### ***Policy Regulation: Field Trips (File: IHOA-R1)***

The school board heard the regulations for the above policy, whose purpose is "to establish field trips as an educational and instructional experience." The policy statement notes that ACPS assumes no responsibility for and neither approves nor regulates unsanctioned field trips. This policy only applies to sanctioned field trips.

## NEW BUSINESS

### ***2016-2017 Board and Superintendent Goals***

The school board adopted the following 2016-2017 Goals for the Board of Education and Superintendent:

- Increase student achievement and learner engagement with special emphasis on implementation of Maryland College and Career Ready Standards.
- Increase efficiency in the way we operate our schools.
- Improve employee morale through effective communication.
- Create a better working relationship with the County Commissioners.

### ***Consider First Reading of Policy for Field Trips (File: IHOA)***

The school board approved the first reading of the above policy. Regulations for this policy were discussed at the Work Session.

### ***Consider First Reading of Policy for Naloxone (File: JLCED)***

The school board approved the first reading of the above policy, whose purpose is "to establish a policy regarding administration of Naloxone in the Allegany County Public Schools." Naloxone is a medication indicated for reversal of opioid overdose in the event of a drug overdose that is a result of consumption or use of one or more opioid-related drugs.

### ***Approve Tentative Budget Calendar***

Mr. Larry McKenzie reviewed the tentative FY 2018 Budget Calendar during the Work Session. The school board approved this calendar as presented.

### ***Consider to Request Pre-Labor Day Waiver from MSDE***

Dr. Cox updated the school board on revisions to the Governor's Executive Order as they pertain to waiver eligibility during the Work Session. The school board voted to authorize a letter to MSDE to

## REPORTS & ANNOUNCEMENTS

### ***Zachary Sterne, Student Member of the Board***

- Congratulated Fort Hill and Allegany on another successful Homecoming event
- Fort Hill recently hosted a blood drive, and Mountain Ridge hosted a clothing drive.
- A community clean-up is scheduled in cooperation with Bridges to Opportunity.
- ACASC students participated in the 2<sup>nd</sup> Annual Employee Health Fair by providing activities for children.
- Allegany and Washington are currently in the process of planning the MASC Convention.
- The Career Center recently held another successful Skills USA competition.
- ACASC held a successful county wide mock Presidential Debate.
- Mountain Ridge is currently collecting cleaning supplies for the Ronald McDonald House in Morgantown, WV.
- Mountain Ridge is involved in the CFA Leader Academy.
- All high schools participated in breast cancer awareness fundraisers.

formally request a waiver. A draft calendar for the 2017-2018 school year will be available for review and feedback at the December or January meeting.

### ***Receive Monthly Financial Report***

Mr. McKenzie reviewed the ACPS monthly financial report for October 2016. Highlighted on the report were selected unrestricted expenditure variances for that month that could fluctuate substantially throughout the course of the year. A comparison to last year's expenditures was also included so that the school board could see how costs were trending. Categories and accounts included:

- Legal Fees – FY17 budget is \$96,375; Used 22.86% of budget to date compared to 25.87% of \$88,118 last year
- Substitute Teachers – FY17 budget is \$948,900; Used 13.14% to date compared to 16.6% of \$925,684 last year
- Equipment – FY17 budget is \$972,516; Used 48.34% to date compared to 41.31% of \$1,770,239 last year
- Tuition for Non-Public Placements – FY17 budget is \$5,135,346; Used 18.97% to date compared to 19.9% of \$4,539,277 last year
- Transportation – FY17 budget is \$4110,854; Used 18.58% to date compared to 21% of \$3,834,066 last year
- Utilities – FY17 budget is \$2,404,878; Used 19.29% to date compared to 22.47% of \$2,322,953 last year
- Retirement – FY17 budget is \$2,946,818; Used 22.12% to date compared to 21.87% of \$2,808,460 last year
- Healthcare Costs – FY17 budget is 23,540,004; Used 29.45% to date compared to 32.28% of \$23,319,814 last year

### ***Approve Colocation and Access Cooperation Five-Year Agreement between Board of Education and Conxx, Inc.***

Mrs. Nil Grove, ACPS Chief IT Officer, updated the school board on the Colocation Cooperation Agreement between the Board of Education with offices located at 108 Washington Street, and Conxx, Inc. with offices located at 434 N. Centre Street. The Board provides access and space to Conxx, Inc. to house two data racks located in the data center in the basement of the Board's central office. The racks are located on a raised floor in the environmentally controlled room with redundant backup emergency power.

The school board approved this five-year agreement.

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

The school board voted to meet in Executive Session in December pending any appeals or unfinished business.

## NEXT MEETING

The next regularly scheduled meeting of the Board of Education will be held on Tuesday, December 13, 2016, at the Central Office, 108 Washington Street, Cumberland, MD. The Work Session will begin at 5 p.m., and the Business Meeting will begin at 7 p.m. Both meetings will take place in the Washington Boardroom.