

# BOARDROOM CHATTER

PUBLICATION PREPARED BY: THE OFFICE OF PUBLIC RELATIONS

## SUPERINTENDENT'S REPORT

### ***Introduction of School-Based and District-Level Leadership Positions***

Dr. Cox introduced several staffing assignments for the upcoming 2017-2018 school year. Katie Buskirk will assume the role of Supervisor of English Language Arts and World Language; Trina McGregor will join the Central Office as the Assistant Supervisor of Accountability and Assessment; Kathy Eirich will serve as the Assistant Supervisor of Special Education; and Joe Brewer will assume the role of Academic Dean at Fort Hill High School.

Katie Buskirk filled the vacancy left by Sue Hughes, who retired this summer. She began her career in ACPS in 1992 as an English teacher at Flintstone Elementary School. Katie was most recently serving as the Dean of Academics at Fort Hill High School.

Trina McGregor filled the vacancy left by Marsha Miller, who retired this summer. She joined the ACPS team in 1996 as a math teacher at Washington Middle School, where she has spent her entire career. Trina was most recently serving as a Math School Improvement Specialist.

Kathy Eirich filled a vacancy left by Randi Agetstein, who retired this summer. Her tenure in Allegany County began in 1995 at Braddock Middle School where she served as a special education teacher. She was most currently serving as a Special Education Specialist.

Joe Brewer filled the vacancy left by Buskirk after her move to the Central Office. He began his career in ACPS in 1999 as a Spanish and French teacher at both the Career Center and Flintstone School. He was most recently serving as a Spanish teacher at Fort Hill.

## 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 Project:** 1) Brick – brick is being laid on the north, south, and east elevations of section C; 2) Pouring concrete floors in stairs #2, dumpster, fuel tank and generator pads in the mechanical yard; 3) Area C – painting and installing ceiling grid on the lower level; finishing drywall on entry level; hanging drywall on the upper level; installing sprinkler mains on the lower level; 4) Area B – framing bulkheads in the dining area; laying interior block walls in the locker and wrestling area; masonry walls in cardio/health area; framing exterior walls at penthouse 3; working on gym roofs; 5) Area A – masonry walls in the auditorium; laying the interior block walls at the music rooms; roofs on the auditorium and music rooms; framing walls and setting door jambs in the admin area; installing exterior window frame in admin; 6) Site – installing perimeter drain at the track;

## 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 and Business Meeting June 13, 2017, and for Special Meeting on June 20, 2017.
2. Approve routine personnel actions for the period of June 1- 30, 2017.
3. Receive school construction/maintenance report for the period of June 1 – 30, 2017.
4. Receive information technology report for the period of June 1 – 30, 2017.
5. Approve retiree health plan subsidy for 2017-2018.
6. Receive monthly financial report.
7. Approve increasing school lunch meal prices by \$0.10. Elementary prices will be \$2.65 and middle/high school will be \$2.85. Breakfast prices will not be raised for the upcoming school year.

The school board approved the consent agenda.

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

## WORK SESSION NOTABLES CONT.

place topsoil at football field; cut and fill at overflow parking lot and completing the retaining wall; installing fencing at the high wall near BW Drive; 7) Steel – structural steel is complete; steel for the bus drop-off and main entrance canopies will be set at a later date; 8) Electrician – installing sub feed conduits to mechanical penthouse 2 and 3; overhead conduits in the gyms; installing underground conduits in the auditorium; 9) Plumber – set heat and chilled water lines; installing roof drains in the gym and auditorium; installing plumbing for science labs; welded main heat and chilled water lines in A and C; 10) HVAC – hanging main ducts on upper level C; duct in the kitchen.

- **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 our requests for Allegany and the roof replacement project at Mt. Savage.
- **ASP:** The PSCP has issued the application forms for the FY 2018 ASP funds. We are planning to apply for our projects by the end of next week. This will include the Frost roof replacement project and other priority projects as funding allows.
- **Maintenance Department:** The replacement of the carpet with vinyl tile at Bel Air is complete (13,000 square feet); At Braddock, the 4,500 square feet of asbestos tile in the cafeteria has been removed, and a new ceiling is being installed after which the new floor tile will be installed; At West Side, staff is installing vinyl tile on the first floor and new carpet on the second; Staff has completed the replacement of the sidewalk adjacent to West Side on the Chase Street side and will be installing handrails before the start of school; Staff is installing thirteen Active Learning Labs, and are installing or moving 90 Smartboards/short-throw projectors/Lightraise in all of the elementary schools.

### **School Lunch Price Increase**

Mr. Todd Lutton, Assistant Supervisor of Food and Nutrition Services, updated the school board on lunch price increases for the 2017-2018 school year. The 2010 Healthy Hunger Free Act requires school systems to use a formula to determine paid meal prices. It is a mandatory action required by the school system to maintain good standing in the national school lunch program. Not complying would put federal funds received at risk.

The school system will raise lunch prices by \$0.10, bringing the elementary meal prices from \$2.55 to \$2.65. The secondary prices will increase from \$2.75 to \$2.85. No action is being recommended for breakfast prices. Reduced prices will not change. A reduced breakfast price will be \$0.30 and a reduced

lunch price will be \$0.40.

### **Financial and Technology Reports**

Mrs. Nil Grove, ACPS Chief IT Officer, updated the school board on monthly highlights from her department. They are as follows:

- June enrollment ended with 8,600 students
- Final report cards posted online in Aspen and mailed. Within four hours, more than 575 students/parents viewed the report card online.
- A new public address system was installed at Fort Hill; the old system was from Beall High and had failed
- Received the furniture and equipment for the ALL classrooms for Fort Hill, Washington, South Penn, Northeast; maintenance department is running new power and Ethernet connections
- All of the PARCC home reports and assessment results were imported into Aspen for student/parent access
- County Government ranked the ARC project to provide fiber to the new Allegan High School second on their priority list
- Summer technology upgrades for over 2,100 units result in a savings of over \$1.4 million versus purchasing new

Mr. Larry McKenzie, ACPS Chief Financial Officer, updated the school board on monthly highlights from his department. They are as follows:

- Staff is currently working to close out FY 2017 while simultaneously organizing FY 2018. This includes opening and closing grants and updating pay scales and employee salaries.
- Staff is undergoing training with Tyler Technology staff in preparation for a new finance system, which is estimated to go live November 1<sup>st</sup>.
- Staff is beginning preparations for the first phase of the annual audit.
- Healthcare costs have a positive variance of \$1.2 million compared to last year.
- The school board's legal fees are showing a negative variance of \$35,000 from last year as the result of a court case that the school board is currently involved in.

### **Instructional Updates**

ACPS Chief Academic Officer, Dr. Kim Kalbaugh, presented the school board with a number of instructional updates on high school scheduling options, school wide behavior support, K-12 math, teacher and principal evaluations, a local testing committee for the More Learning, Less Testing Act of 2017, and the Superintendent's Advance.

## WORK SESSION NOTABLES CONT.

- High School Scheduling Options – determine the optimal high school schedule for ACPS that will preserve or increase as many student program opportunities as possible, based on course demand, graduation requirements, and/or student and parent interest.
  - Six options were considered including 1) improvements to the 7-period day; 2) ABC day; 3) 4 x 4 block; 4) A/B day; 5) modified block; and 6) multiple mods.
  - Three options were selected for additional exploration including improvements to the 7-period day, A/B day, and modified block.
  - Next steps will be to visit school districts that have an A/B day and/or modified block schedules.
- Behavior Implementation Team – examine ACPS’s current practices regarding a 3-tiered approach to school wide behavior support and to select a district wide behavior-screening tool that is cost effective, easy to use, provides useful information, and takes minimal time to complete. The goal of this team is to have a behavior screening tool, protocols, and strategies in place ready for use in the fall for elementary and middle and to pilot the screening tool at a high school next year.
- Math Implementation Team – examine the K-12 math program in ACPS and determine appropriate steps to take to ensure that grade level math classes and high school math courses are making a positive contribution to student learning as measured by local and state assessments and to ensure that ACPS students are mathematically prepared for college and career success.
- Teacher and Principal Evaluations – MSDE has reorganized several of its offices, and the Office of Teacher/Principal Evaluation was dissolved. In its place, the Office of Leadership Development and School Improvement was implemented. Principals will be trained on the new Professional Standards for Educational Leaders. These standards will replace the Maryland Instructional Leadership Framework and Interstate School Licensure Consortium Standards used in the Principal Evaluation. ACPS received approval from MSDE to modify the teacher evaluation system for the 2017-2018 school year. MSDE has indicated the locally developed teacher evaluation system complies with COMAR requirements. The evaluation system will shift from a 50-50 model to a 70-30 model. In the revised system, professional practice comprises 70% of the evaluation and student growth comprises 30% of the evaluation.
- Local Testing Committee – The TPE Committee will serve as the local testing committee charged to review the More Learning, Less Testing Act of 2017.
- Superintendent’s Advance – Staff will hear from speakers, Dr. Susan Race on Guided Instruction and GRR, and Dr. Marilee Sprenger on effectively leading school wide critical vocabulary initiatives. Staff will also participate in various council meetings. Afternoon sessions will also be used to provide training to teachers at schools in order to scale up and support work across the district. Teachers will help facilitate school wide professional development.

### ***ALL Strategic Plan***

Dr. Kalbaugh gave the school board an overview on ACPS’s Active Learning Lab (ALL) classrooms, which are based upon the Sarasota, FL, Tech Active Learning Labs of Tomorrow model. In ALL, staff uses Fisher and Frey’s Gradual Release of Responsibility Instructional Framework – Focused, Guided, Collaborative, Independent. All teachers have received training on Focused Instruction and will receive training on Guided Instruction this year.

ALL classrooms were implemented at John Humbird Elementary School in grade four and at Washington Middle School in grade six science during the 2015-2016 school year. During the 2016-2017 school year, ALL was expanded to grade five at John Humbird. Next year, ALL will be implemented at South Penn Elementary School in grade four, at Northeast Elementary School in grade four, and at Fort Hill High School in six science classrooms. The timeline for further implementation is as follows:

- 2018-2019 – South Penn grade five; Northeast grade five; Flintstone grade four; investigate other Washington and Fort Hill feeder schools
- 2019-2020 - Flintstone grade five; investigate other Washington and Fort Hill feeder schools
- 2020-2012 – complete other Washington and Fort Hill feeder schools; Allegany and Mountain Ridge feeder schools
- 2021-2022 – other Washington and Fort Hill feeder schools; Allegany and Mountain Ridge feeder schools
- 2022 through 2025 – Allegany and Mountain Ridge feeder schools

AAD Inc. designed the signage and posters for John Humbird and Washington’s ALL classrooms, which were paid for with STEM grant funds and a donation. Several staff members presented on ALL at the Common Ground conference in Ocean City in May. ACPS is the first school district in Maryland with an operational ALL program. Staff will continue to create a foundation for ALL and work collaboratively with the Chamber of Commerce Education Committee. ACPS will also collaborate with county

## WORK SESSION NOTABLES CONT.

government on the expansion of ALL.

### ***RFP for Redistricting***

At the March school board meeting, the board approved the development of an RFP for a redistricting plan for the county and the assembly of a redistricting committee to assist the consultant. A draft of this RFP was shared with the school board that was compiled with information from school districts around the state that have engaged in this type of work. A final draft of the RFP will be shared with the school board in August for approval to proceed with the selection of a consultant and subsequent advisory community group.

### ***Broadcasting Fees for High School Football Game Media Coverage***

During the June school board meeting, the board agreed to entertain a discussion at a Work Session on the possibility of charging local media a minimal broadcast fee for football games as one creative way to generate revenue to help fund turf replacement at both Greenway Avenue and Mountain Ridge stadiums. The ACPS high school football programs are the sole revenue generating sport that helps to fund other non-revenue generating sports (i.e. golf, tennis).

Research was conducted to explore ideas to continue to put money aside in various stadium funds specific for turf replacement. In addition to the consideration of charging broadcast fees, the school system is working to enforce who is permitted to get into games free of charge. Tightening up this practice will help realize additional gate receipts as \$1 of every ticket sale is put into a stadium fund. Prior to serious budgetary constraints in ACPS, the school board was committed to putting aside \$100,000 into a sinking fund for turf replacement; however, since receiving a \$6 million funding cut, the school system has been unable to do this.

A meeting was held with local media representatives and school system representatives to discuss the possibility of charging broadcast fees; however, members of the media suggested that instead of this that they would be willing to spearhead some fundraising campaigns to raise funds in the near future as well as establish an endowment to replace stadium turf.

### ***Policy Regulation: Attendance (File: JED-R1)***

The school board was updated on the regulations for the above policy, whose purpose is “to define the school system student attendance policy.” The policy states, “Regular school attendance is expected of all students in ACPS. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff are expected to make all reasonable attempts to assist students and parents in addressing those factors which cause students to be absent from school.”

## UNFINISHED BUSINESS

### ***Consideration Second Reading of Policy for Staff Grievances (File: GBF)***

The school board approved the second reading of the above policy, whose purpose is “to establish a procedure for resolving staff grievances.”

### ***Consider Second Reading of Policy for Leave (File: GBJ)***

The school board approved the second reading of the above policy, whose purpose is “to establish conditions under which an employee can be absent from their assigned duties.”

### ***Consider Second Reading of Policy for Reduction in Force (File: GBRL)***

The school board approved the second reading of the above policy, whose purpose is “to establish a procedure for reduction in force.”

### ***Consider Second Reading of Policy for Resignation (File: GDPB)***

The school board approved the second reading of the above policy, whose purpose is “to establish the procedure for resignation.”

### ***Consider Second Reading of Policy for Athletic Coaches Ejection (File: GBED)***

The school board approved the second reading of the above policy, whose purpose is “to set expectations for coaches during an athletic contest.”

All approved policies and subsequent regulations of the Board of Education of Allegany County can be found in their entirety on the school system’s website at [www.acpsmd.org](http://www.acpsmd.org).

### ***Consider First Reading of Policy for Staff Complaints (File: GBN)***

The school board heard the first reading of the above policy, whose purpose is “to establish a procedure to resolve staff complaints.” 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.”

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

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

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

The school board heard the first reading of the above policy, whose purpose is “to establish field trips as an educational and instructional experience.” The policy states, “The Board of Education recognizes the field trip as an integral part of the instructional program. The primary purpose of field trips is to enhance the instructional program. The approving authority must consider the loss of instructional time in the context of the educational day.”

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

The school board voted to meet in Executive Session on Tuesday, August 8, 2017, pending any appeals or unfinished business.

## CONSTITUENTS' COMMENTS

### ***Ms. Janie Hutcherson DeHart***

Ms. DeHart addressed the school board to consider a request to name all or some portion of the gymnastic/athletic complex of the new Allegany High School in honor of Robert E. (Bob) Pence. Mr. Pence came to Allegany County in 1946 to coach football and teach history at Allegany High School. He was named the Maryland High School Coach of the Year in 1948 after an undefeated football season. Mr. Pence also played basketball and was the captain for the Cumberland Dukes, All-American League in the 1950's. He coached girls' softball and tennis as well. Bob Pence was the ACPS Supervisor of Physical Education for 28 years until 1984. He also served two terms as the president of the Maryland Athletic Association where he instigated the reorganization of the Maryland state high school basketball tournament structure and was the representative to the national high school rules committee. Mr. Pence also officiated high school and college football and basketball for 25 years.