

BOARD OF EDUCATION OF ANNE ARUNDEL COUNTY
POLICY COMMITTEE MEETING
ADMINISTRATIVE MINUTES January 22, 2020
APPROVED

The Board of Education Policy Committee met at 3:30 p.m. on the above date at the school system headquarters, 2644 Riva Road in Annapolis. Board members present were Robert Leib, Chair; Candace Antwine, Julie Hummer, and Rida Alvi. Staff members present were Jeanette Ortiz, Legislative and Policy Counsel; Darren Burns, Board Counsel; Bob Mosier Chief Communications Officer; Michele Batten, Assistant Superintendent for Curriculum and Instruction; Nikki Burns, Legislative and Policy Specialist; Walter Federowicz, Internal Audit; and Diane Howell, Executive Assistant to the Board. Also present was Julia Howes, Vice Chair of the Citizens Advisory Committee.

Review and Approval of Minutes: Mr. Leib opened the meeting with approval of the minutes to the December 18, 2019 committee meeting, of which there were none. The minutes were approved by consensus.

Policies and Regulations to review

IIB-RA - Promotion/Retention: Ms. Batten was available for questions. Ms. Ortiz explained specific changes to the regulation to align with current AACPS processes and added clarifying language. Section C.1.a. retitle JCH/JCH-RA- technical change. Mr. Burns asked for clarity on section C.1.a “Grade-level expectations”. Ms. Ortiz will review and revise the language. Additional changes included Section 2 – Middle – define “enclave classes.” Ms. Alvi asked a question regarding year long course or half a semester course. Ms. Batten will investigate this. Ms. Antwine asked if there is a way to emphasize to students the requirements and expectations related to graduation. Ms. Batten and Ms. Alvi responded that students are well informed throughout the year of their academic standing. Ms. Antwine suggested a reiteration to follow-up with parents from counselors regarding graduation credits needed for students. Ms. Ortiz will discuss proposed edits with Ms. Batten and will follow-up via email.

BF - Policy Setting: Ms. Ortiz discussed technical edits for review by the committee before it goes to the Board for a final vote. Ms. Ortiz recommended the deletion of Section 2.b as it is redundant with the new addition of “board member” to Section 2.a. Mr. Burns recommended, including review, recommendation to the Policy Committee. The technical amendment to merge a and b will be made at the Board meeting as well as clarifying language in Section C.7 regarding “purview.” Ms. Antwine will make a motion during the Board meeting for this amendment. Ms. Antwine suggested all policies be reviewed within a five-year period. Ms. Ortiz indicated that her office has been working to get policies and regulations in a cycle; however a five-year review cycle is not feasible at this time given the large amount of AACPS policies and regulations and the continual changes in State law. She shared that AACPS has over 400 policies and regulations. Ms. Hummer and Mr. Burns suggested adding language to review policies and regulations on a regular basis. Ms. Ortiz indicated that she could add this to the regulation when it is updated.

Policy to Introduce

BK – Board Member Conduct: Ms. Ortiz introduced the new policy and explained her process in creating the policy by compiling existing language from current law, existing guidance and requirement, including the Board Member Handbook, the Superintendent’s Contract, State law and regulations, State Ethics Commission guidance/opinions, the Maryland Code of Judicial Conduct, and the Maryland State Department of Education Governance and Operations Manual. Ms. Ortiz will add “or family member” to clarify Section C.d.i. Ms. Antwine suggested clarifying language to Section C.1.e to explain “meetings.” Ms. Ortiz will add “as defined in the Board Handbook.” Ms. Alvi asked for clarity on the use of “supporting,” in Section C.1.i. Ms. Hummer suggested removing “supporting” to clarify the intent. Ms. Ortiz advised that changing this language would

require a change to the Board Handbook as well. Clarifying language was suggested for Section C.2.h. to add “in conflict with duties for the Board.” Mr. Ortiz will look at similar language aligned with State law. Mr. Burns recommended changing “shall” to “may” in Section C.3. Ms. Hummer recommended adding “individual” to the beginning of Section C.7 to clarify that individuals may not give direction. Ms. Ortiz responded. Mr. Federowicz asked if background checks should be included in the policy. Ms. Ortiz responded that language could be added, or a stand-alone policy could be created. Ms. Hummer suggested the inclusion of language regarding background checks in the financial disclosure forms sent out to Board members each year. Mr. Burns and Mr. Federowicz suggested adding language regarding Board member cooperation in audits. Mr. Mosier and Mr. Burns asked Mr. Federowicz and Ms. Ortiz to work on language regarding background checks and audits. Mr. Burns noted that new COMAR regulations dictate that the Superintendent has no role in the removal of a Board member. Ms. Ortiz will include this new language. Board members agreed on the proposed revisions. Ms. Ortiz will make the revisions and e-mail them to the Board members.

Additional Review of Policy

KBA – Citizen Advisory Committee: Ms. Ortiz reviewed policy KBA and noted that it was reviewed by the CAC. Ms. Howes stated that the CAC reviewed the policy as well as Ms. Schallheim’s proposed revisions and the CAC recommended keeping the policy in its current form. The CAC wants to retain the existing language regarding a 2-year term with an option for a third year and the ability to return for another 2-year term with the option for the third year. Ms. Howes also stated that the CAC did not agree with moving language in the regulation into the policy. Ms. Howes asked what the process is if no one applies in the cluster and a current member would like to remain on the committee. There was a discussion. Ms. Ortiz asked what the process is when a member resigns. Ms. Hummer responded that the current process is to review previously submitted applications. Ms. Antwine asked if there is a way to enforce attendance. Mr. Burns responded that attendance expectations are outlined when a member joins the CAC, as well as a notice of resignation requirement when the attendance requirement of 75 percent is not met. There was discussion about updating the application. Ms. Ortiz requested a copy of the CAC Handbook. Ms. Ortiz will organize the information from the review of this policy for an additional policy committee review.

For the Good of the Order

None.

Adjourn: 5:30 p.m.