

Tuesday, January 4, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, January 4, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Warren G. Sargent  
 Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent-Administration and Finance  
 Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction

On motion duly made, seconded, and carried the Board approved the minutes of the following meetings:

Regular monthly meeting held Tuesday, December 7, 1971  
 Special meeting held Tuesday evening, December 7, 1971  
     at Howard High School auditorium  
 Special meeting held Thursday evening, December 9, 1971  
     at Glenelg High School auditorium  
 Special meeting held Wednesday evening, December 22, 1971  
     at the Board offices

Additions were made to the agenda, after which on motion duly made, seconded, and carried the agenda was approved as amended.

Dr. Pyles presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act

There were no significant developments to report for December.

- Other Grant Programs

Community-School Centers Grant

The application for a pilot project (#2072) to be conducted in 1972 at the Savage Elementary School was not approved by the State Department of Education, due to lack of funds. However,

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the Department stated that the project would be held for further consideration when unused funds revert in January.

#### Pupil Transportation

- The resolution concerning improvement of safety devices on school buses adopted by the Board at the December meeting has been forwarded to the members of the Howard County delegation to the Maryland General Assembly and to the President of the Senate and the Speaker of the House of Delegates with a request that these gentlemen give it consideration and action as appropriate.

#### Maintenance and Operation

- It was noted that Mr. Walter Buchman, Director of Maintenance and Operations, had returned following an extended period of hospitalization. A list of highlights of the work accomplished by his department during the month of December was included in this section of Dr. Pyles' report.
- School facilities in the Columbia area are utilized extensively by outside groups, principally the Columbia Association, when schools are not in session. A survey was made of principals in the schools so located, with the following comments selected from their replies:

In general the schools are used extensively, but with minimum wear and tear and no major damage. Any concerns have been dealt with promptly.

Some groups appear to be lacking in supervision, which creates additional cleaning problems.

The use of grounds by organized groups has been so extensive in most cases that children in the neighborhood do not have a chance to play on them.

The Board requested the staff to consult with officials of the Columbia Association with the purpose of having CA make provisions for resodding of turf damaged by excessive use. CA is also to be asked to provide blocks of time for free play by children living in the neighborhood of the schools. The staff is to report back to the Board at its next meeting.

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Food Service Program

- It was expected that an annotated listing of consultants would be received during the next two weeks, from which one would be chosen to advise on the satellite food service program.
- The State Food Service Office was requested to send a representative to visit Howard County to review the general status of its program.

Purchasing

- No bid items were presented for approval at this meeting.

Finance - Operating and Construction Budgets

- Mr. Williams, Supervisor of Finance, reviewed the monthly balance sheets for the two budgets. Mr. Pfefferkorn asked how supplies were working out as to the per student allowance this year. Dr. Goedeke advised that purchases are made throughout the year, and that usually purchases were made in the spring of materials to be used the following year. Further, there are on hand sufficient funds to take care of supplies needed, and principals are currently being questioned to make sure this is actually the case on the operating level. Mr. Williams explained that last year when schools requisitioned supplies for this school year some did not requisition sufficient amounts, and are now coming up with some shortages which are currently being ordered. In answer to a question from Mrs. Reeder as to how to answer parents who complain of shortages, Dr. Goedeke said the staff would want to know the specific school and class where such shortages were said to exist. Mrs. Reeder also asked whether there is a definite philosophy about having books available to be taken home. Dr. Goedeke said the staff tries to accommodate students on an individual family basis.

Dr. Hovet presented her report, covering the following areas:

Curriculum and Instruction

- Family Life and Human Development

A second status report on the work of the Family Life and Human Development Committee was included in this section. Planning is being completed to enable schools to offer the program to middle school students during the second semester 1971-72. A list of the teachers, with their regularly assigned subjects, who were recommended to participate in the program, was given. The Board requested that backup personnel be provided in each school, both for this program and the proposed drug abuse program to be initiated on a pilot basis.

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- Festival of the Arts - 1972

The program for the annual Festival of the Arts, to be held at Glenelg High School, was given the Board for its information.

- Maryland Drug Education Program

A three day workshop was held December 6 - 8, 1971, to prepare teachers for the State sponsored drug abuse classes in selected high schools, to be offered during the second semester. In Howard County, this class will be offered at Mt. Hebron High School. As a result of the workshop, Dr. Hovet reported that teachers feel more at ease concerning this program. Mr. Pfefferkorn asked whether a file could be kept on the number of people who report for help. Dr. Hovet replied that the State bylaw indicates that children do not have to be reported to the principal, but that in cases where it is necessary to refer them to the principal, then records are maintained. Mr. Pfefferkorn also asked how the staff presently assessed the problem of drug abuse. Dr. Hovet replied that meetings had been held with the high school principals and that the latter had indicated they feel things are better. Some concern was expressed that students might be turning to such things as wine and beer parties instead of drugs. Dr. Goedeke noted that insofar as the work the individual teachers do in counselling youngsters, that is confidential. Staff members are not required to, nor do they, keep formal kinds of records. In the matter of cases reported to the police or to medical authorities the actual number is known, and countywide appears to be decreasing. He went on to say that under the guidelines established by the State the staff will be required to review the actual operation at the end of the year, and give an assessment as to how the program has operated under the State guidelines. He personally felt this is a move in the right direction and that the staff is very pleased with the way the program is set up and operating at the present time. The counsellors and teachers feel more comfortable at not having to report children whom they are trying to help.

- College Night

The Board received a report on the College Night for Howard County high school students, which was held on November 30, 1971 at Wilde Lake High School. Twenty-three colleges were represented, and approximately four hundred parents and students attended.



- Teaching of Controversial Issues - Proposed Policy Statement

The Board reviewed the proposed policy covering teaching of controversial issues. Questions were raised in several areas, after which the staff was requested to revise the policy in accordance with the comments made, and to present it at a future meeting for further action.

#### Operation and Administration of Schools

- The Board received a report covering the procedures to be followed in obtaining accreditation of high schools, and the status of each of the high schools in the county in this respect.

#### Pupil Personnel Services

- During the period prior to Christmas the Pupil Personnel Department collected and distributed Christmas stockings for needy children. This year all Head Start children received stockings, as well as needy families with whom the department works on a regular basis.

- Pupil Attendance

The Board received a report on the cumulative percent of attendance for all levels in the Howard County schools through the end of November.

- Retentions by Grades

The Board received a report covering the number of pupils retained by grade for the past fourteen years.

Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, reported in the following areas:

#### Status Reports of Construction Projects

- Mr. Joseph Ring reported on the status of buildings under construction. In answer to a question from Mr. Pfefferkorn he stated that the Wilde Lake High School auditorium should be finished on January 4. He also reported that the Hammond Elementary/Middle School was scheduled to be 100% complete on December 31, 1971 except for some punch list items which should not affect the operation of any school programs or activities. The great majority of these items should be cleared during the month of January.

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In answer to a question by Mr. Zimmer concerning Elkrige Elementary School, Dr. Goedeke advised that the staff is doing everything it can to get this project approved as fast as possible. Mr. Begeny also said that the architect had been in the State office the preceding week in an attempt to expedite approval. Dr. Goedeke pointed out that after February 1 space would be available at Rockland and Waterloo Elementary Schools to house the Elkrige students during renovation of their home school. The immediate concern is that of getting the project out of the State offices and having it bid as soon as that occurs. The staff is working on that on a daily basis. This project is expected to take approximately one year to complete.

Mr. Ring also reported in detail on Swansfield, Steven's Forest, and Phelp's Luck Elementary Schools. A revised date on the c.p.m. for Swansfield shows the school completed on October 23, 1972 rather than September 1. The Superintendent has met with the architects and contractors on all three of these projects, and will continue to do so in order to pursue every avenue to have them completed on time. As yet, no request for a time extension on Swansfield has been received, but in the event that such does happen it will be referred to the Board for action. Oakland Mills Middle School is progressing on schedule.

Mr. Schoenbrodt asked about equipment and was advised by Dr. Goedeke that Dr. Pyles and Mr. Huffer are working on the orders now. Some have already gone out and the others will be placed within the next thirty days for all schools.

- Liquidated Damages

The Superintendent recommended that Mr. Reese, attorney for the Board, be requested to study the documents connected with the construction of Wilde Lake High School and Hammond Elementary/Middle School and advise the Board as to the amount of liquidated damages which might reasonably be assessed the contractors for failure to complete these projects on time, and further, advise what, if any, problems might be encountered in following such a course. The Board authorized the Superintendent to take this step.

The Superintendent also advised the Board that he had been in touch with Mr. Carey of the Interagency Committee to determine whether the State would put any ceiling on the amount of penalties which could be assessed against a contractor, and also whether a bonus clause could be included in contracts, but that he had not yet received a reply.

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- Review of Schematics for Centennial Lane Elementary School and the Elementary School to be located on Whiskey Bottom Road

Mr. Henry Sandlass and members of his staff presented sketches of the elementary schools to be constructed on Centennial Lane and Whiskey Bottom Road. Mr. Schoenbrodt commented that the Board of Recreation and Parks had instructed Colonel Dunn, Director, to pursue acquisition of additional land around the Centennial Lane school site, and that funds for this had been included in its capital program, and asked whether the staff had any knowledge of whether this acreage had been acquired. He also suggested that it might be helpful to the staff to know of any abutting roads or proposed roads. Mr. Sandlass replied that the only information he had is in a very preliminary stage. Drawings have been made by Purdum & Jeske, but there is nothing to indicate any possibility of access to the Centennial Lane school other than from Centennial Lane. Mr. Schoenbrodt stated that he wanted to go on record with the Planning Department to provide for suitable access to the school site. An in-depth discussion between members of the Board, the staff, and the architect covered the subject of drainage of the site, and whether the building could be better adapted to the terrain. The proposed heating system was also discussed in detail. At the close of these discussions the Board approved the schematics with the President opposed.

Dr. Louis A. Sedlak, Supervisor of Personnel Services, presented his report covering the following areas:

Resignations

On motion duly made, seconded, and carried the Board accepted the following resignations:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Brannon, Carol	Longfellow El.	S.L.D.	Moved	12/31/71
Cooper, Mary J.	Longfellow and Thunder Hill El.	Music	Moved	2/1/72
Stone, John W.	Hammond Middle	6th gr.	No reason given	11/17/71
Westrich, Thea	Howard High	English	Further study	12/31/71

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Teachers' Contracts

On motion duly made, seconded, and carried the Board approved the following teachers' contracts:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Craig, William E.	Hammond Middle	Math	11/18/71	\$ 11,734
White, Carole E.	Guilford El.	Reading(.5)	12/13/71	12,132
Brazauskas, Gabija	Howard High	English	1/3/72	7,500
Wilhide, George T.	Patapsco	Guidance	1/3/72	11,786

Requests for Leave of Absence

On motion duly made, seconded, and carried the Board approved the following requests for leave of absence:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Reason</u>
Brownell, Bonnie	Wilde Lake M.	Sp. Ed.	1/31/72	Maternity
Gilbert, Iris	Longfellow	Librarian	1/1/72	Maternity
Rudick, Joy	Ellicott City M.	Grade 6	3/3/72	Maternity
Freeman, Cornelius	Howard High	Math	6/30/72	Sabbatical

Retirements

There were no retirements during the preceding month.

Deaths

There were no deaths during the preceding month.

Appointments and Promotions

The Board approved the appointment of Mr. Nathaniel J. Gibson to the position of principal of Oakland Mills Middle School, effective February 1, 1972. Mr. Gibson is presently serving as principal of Waterloo Middle School. The Board also approved the promotion of Mr. Emanuel Joseph Picek to the position of principal of Waterloo Middle School, effective February 1, 1972. Mr. Picek is presently serving as vice principal of Waterloo Middle School.

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Old Business

- On motion duly made, seconded, and carried the Board approved adoption of the policy statement concerning Howard High School Graduation Requirements. This policy had been revised in accordance with the instructions received from the Board at the December meeting. The approved policy follows.

## POLICY STATEMENT

## HOWARD COUNTY HIGH SCHOOL GRADUATION REQUIREMENTS

I. BASIC HIGH SCHOOL GRADUATION REQUIREMENTS

A Maryland public high school diploma will be awarded to any student enrolled full-time in a Howard County public high school over a four-year period (representing grade levels 9 through 12) who has completed successfully the minimum unit credit requirements and/or met all other standards established by the Maryland State Board of Education as a requisite to the issuance of such a diploma.

## A. Credit Requirements

The minimum number of units required for high school graduation shall be 18, of which 12 must be in the field of general education as listed below and 6 or more in the fields of special interests including an appropriate course area. These are as follows:

<u>Area</u>	<u>Units</u>
English	4
Social Studies	3 (1 of which must be United States history)
Science	2
Mathematics	2
Physical Education	1
Electives	<u>6</u>
	18

## B. Other Requirements (taken from "Principles and Standards Public Secondary Education in Maryland")

1. In addition to the unit requirements specified above, graduation from high school is based upon the full-time enrollment of the student over a four-year period representing grade levels 9 through 12.

2. As a further condition to graduation, a student should have been enrolled in the school from which he expects to graduate for a minimum of one full semester immediately preceding his scheduled graduation. In cases in which circumstances preclude meeting this minimum, and when the local superintendent of schools approves, the high school principal may make the necessary arrangements with the school(s) which the student last attended to resolve the problem in a manner which is mutually satisfactory to the school systems involved.
3. The possession of a reasonable sense of civic and social responsibility is regarded as requisite to high school graduation. The development of such responsibility is involved so deeply in the total experience which is provided the student by the school that each candidate for a diploma must be presumed to have met this requirement by virtue of his having been retained in school and by his satisfactory completion of the unit requirements.

## II. WAIVER OF FOUR-YEAR ENROLLMENT REQUIREMENT

By action of the Maryland State Board of Education on June 19, 1971, waiver of the four-year enrollment requirement shall be granted when it is in the best interest of the student.

Four-year enrollments may be waived. The local superintendent may approve such action on an individual basis provided that the student and his parent (or guardian) shall have formally requested such a waiver when:

- A. A program is feasible whereby all other requirements for graduation can be satisfied and a diploma awarded, or
- B. The student is admitted to college or other approved post-secondary school prior to the completion of the minimum requirement for a high school diploma. In the latter case, the local superintendent of schools may subsequently approve the awarding of a high school diploma provided that the student completes successfully one full year of study in a recognized college, junior college, technical, or other post-secondary school.

III. CHARACTERISTICS OF STUDENTS REQUESTING AN EXCEPTION TO THE BASIC GRADUATION REQUIREMENTS

These exceptions shall be limited to high school students with the following characteristics:

- A. Sixteen years of age at the time the request is to be implemented.
- B. Completed three full-time years of school grades 9 through 11 at the time the request is to be implemented.
- C. Completed 15 units of credit including specifically English III (or equivalent) at the time the request is to be implemented.

IV. HOW TO INITIATE REQUEST FOR WAIVER

All exceptions (request for waiver of the full-time four-year attendance requirement) need to be initiated by the student and parent in writing.

- A. The correct request forms and time schedule must be followed to assure availability of the professional staff of the school in all decisions.
- B. The approval of the high school teaching staff and principal is essential in all exceptions or alternatives to the four-year attendance requirements.

V. THREE ALTERNATIVES WHICH MAY BE USED AS A BASIS FOR CONSIDERING THE GRANTING OF WAIVER OF THE FOUR-YEAR ATTENDANCE REQUIREMENT

- A. Alternatives
  - 1. Early Admissions
  - 2. Released Time
  - 3. Waiver of Four-Year Enrollment Requirement
- B. Programs for Implementing the Alternatives
  - 1. Early Admissions

"Early Admissions" is the procedure whereby a high school student is admitted to a full-time college program of studies prior to the completion of the minimum requirements for a high school diploma. Students who wish to be awarded a high school diploma following completion of a full year of college work (30 college level credits) are required to present to the school principal in writing a formal request prior to April 1 of the 11th grade.

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- a. A committee of from three to five faculty members will review the student's school record and make a recommendation.
- b. The high school principal will make a personal recommendation and forward it and a transcript of the student's record to the Director of Instruction.
- c. The student's school record will be examined and evaluated by the Director of Instruction.
- d. The superintendent or his designee will review all recommendations and inform the student and the parent of his decision.
- e. The superintendent may subsequently approve the awarding of a high school diploma upon the receipt of evidence of the completion of a full year of college level work.

2. Released Time

"Released Time" is the procedure whereby a high school student is allowed to leave school during normal school hours, for a part of the school day, to pursue activities not sponsored or supervised by the school. Credit for graduation is not given for such activities, and it does not refer to vocational work experience.

- a. Students desiring released time are required to follow the procedures listed below:
  - (1) Prior to April 1 of the 11th grade submit to the principal a Form A "Request for Approval of Released Time" completed by his or her parent.
  - (2) Outline in detail the reason for the request and the activities the student will pursue during the time he is not in school.
  - (3) Indicate the involvement and approval of the school counselor.
  - (4) Indicate the approval and signature of the parent.



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- b. Special consideration will be given to students with:
  - (1) Extreme financial problems
  - (2) Family problems
  - (3) Health problems (physician's recommendation)
  - (4) Students desiring concurrent enrollment in college
  - (5) Other reasons deemed valid by the principal
- c. The high school principal will forward his recommendation to the Director of Instruction or his designee for appropriate action.

3. Waiver of Four-Year Enrollment Requirement

- a. "Waiver of the Four-Year Enrollment Requirement" refers to those high school students who are able to meet the minimum requirements for high school graduation without enrolling in the 12th grade. Such students may:
  - (1) Take English IV in summer school and receive a diploma in August. The diploma would be mailed to the student.
  - (2) Obtain original credit courses in approved evening schools.
  - (3) Concurrent enrollment in English III and IV will not be allowed in the regular school year. English III and English IV will be offered for original credit during summer school.
  - (4) Completing required credits via continuous progress programming.
- b. Students desiring this option are required to follow the procedure listed below:
  - (1) Prior to April 1 of their sophomore or junior year the student must submit to the principal a Form B "Four-Year Enrollment Waiver".

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- (2) Outline in detail the reason for the request and the specific arrangements for meeting the graduation requirements.
  - (3) Indicate the involvement of the school counselor.
  - (4) Obtain the parent's consent and signature.
- c. The high school principal will review the request and forward his recommendation to the superintendent for action.

VI. COMPLIMENTARY RULES AND REGULATIONS

- A. The principal shall prescribe all rules and regulations for students involved in any exception to the full-time four-year high school attendance requirement. This is especially true in respect to the procedures by which a student may enter and leave the building when the school is in session.
- B. Senior high students on "released time" but enrolled in three or more courses, each carrying a load of one unit credit and within three credits of meeting the requirements for graduation, shall be considered full-time students. Such a student is entitled to participate in athletic and extra curricular activities subject to "A" above.
- C. High school students shall be informed of the alternatives to the traditional high school graduation and attendance requirements as a normal part of the guidance program.
- D. The high school diploma (in all cases) shall be given following the completion of the graduation requirements.

NOTE: "Program for High School Students at Howard Community College - Policy No. 2811.1" will be eliminated upon the implementation of this policy entitled, "Howard County High School Graduation Requirements".

Approved in Principle:  
December 7, 1971

Revised:  
January 4, 1972  
(with reference to format and detail)

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- Naming of Schools

The Secretary reported that a further study had been made in connection with the choice of a name for the elementary school to be located on Whiskey Bottom Road, as requested by the Board at its December meeting. In light of the historical significance of the name, in light of the favorable community sentiment and support, and in view of the findings of the study the Superintendent recommended that the school be named the Whiskey Bottom Road Elementary School. On motion duly made, seconded, and carried the Board approved this name.

New Business

- Employee Suggestions

Following are suggestions received from a staff member, together with the Board's reactions.

All teachers in Howard County be polled to get their opinion on effective and ineffective elements of school architecture to provide architects with a wider base for feedback concerning the design of new schools. The Secretary commented that he had no objection to involving teachers to a greater degree in the planning process.

Playgrounds in Howard County should never be allowed to ice up and stay frozen over for a long period of time. The Secretary reported that the general method of operation has been that after clearing the driveways and parking areas snow is removed from the play areas, noting that the cost of installing underground heating ducts would be prohibitive.

Open space schools should have an on-the-spot consultant experienced in teaching or administration of an open space school, and who is very effective in working with people. Members of the Board expressed the opinion that the principal and/or vice principal should be qualified in these areas, and that no person should be appointed as principal without having these competencies.

Mr. Zimmer requested that the next issue of NEXUS carry a notice to the effect that employee suggestion forms do not have to carry the signature of the writer. He felt that some employees might wish to make suggestions without having to be personally identified.

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- Acquisition of School Sites

The Secretary recommended that the sites for Swansfield, Phelp's Luck and Steven's Forest, and Talbot Springs Elementary Schools, and Oakland Mills Middle/High School be purchased from Howard Research and Development Corporation under the terms of the agreement between that company and the Board of Education at a cost of \$1.00 plus grading costs. He further recommended that the Board acquire from the State Roads Commission approximately 0.43 acres to be added to the Elkrige Elementary School site. Finally, he recommended acquisition of the Dunloggin Middle School site. Although purchased from Howard Research and Development Corporation, this site does not come under the terms of the agreement covering school sites in the City of Columbia. On motion by Mr. Sargent, seconded by Mr. Pfefferkorn, the Board approved purchase of these five sites.

- Acquisition of Harper's Choice Site

The Secretary reported on the status of acquisition of the Harper's Choice site. The Department of Education cannot move ahead to acquire this school site until it is recorded with the Planning Board by Howard Research and Development Corporation. Dr. Goedeke expressed the feeling that part of the delay in recordation was related to the question of location of a water tower in that general area. Mr. Zimmer asked whether parents had expressed concern about the water tower possibly being an attractive nuisance. Dr. Goedeke replied that the staff did not want one near a school site in any event. Mrs. Reeder asked whether the Board should go on record with a statement concerning the need for acquiring the site. Dr. Goedeke explained that the Board would have an opportunity to make such a statement when the matter comes before the Planning Board. He further said that the staff is doing everything possible to persuade Howard Research and Development to move promptly in this matter, and had pointed out to the latter that a delay at this time will result in the school not being ready to open when needed. The Board requested that a report be presented at the February meeting giving information on distances from playing areas, easements, etc. The Board also wishes to approve the final outcome rather than delegating responsibility.

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Appointments

- Mr. Roger Marshall, President of the Howard County Teachers Association, presented a resolution which had been passed unanimously by the Representative Council of the HCTA calling for adoption by the Board of Education of a policy of not permitting a school building or addition to be occupied by students, teachers, or administrators until such time as all construction work is completed and the premises have been properly inspected and legally accepted for payment by the Board of Education. He further said that the HCTA felt this is the only way to come up with some definite commitment concerning schools to be built in the future, and that these are the wishes of the teachers, who feel very strongly about it.

Mr. Schoenbrodt stated that as an individual he would oppose adopting any such policy, pointing out that inspection and approval for payment might take as long as a year. He further said that the Board is fully aware of the problems created by moving into an uncompleted facility, but that it must reserve the final decision as to which is the lesser of two evils, realizing that moving into a building not fully completed may not be desirable, but that other choices might be worse. Further, the Board is held accountable for whatever transpires in a building so it must have the responsibility to make the decisions relative thereto. Mr. Zimmer also said that while he felt Mr. Marshall was right to be concerned and to bring the matter to the Board, the Board must consider the ultimate good of the children. He pointed out that the Board had learned some lessons in what had happened this fall, and was taking steps to see that such things did not happen again. Mr. Sargent and Mr. Pfefferkorn concurred in the position taken by Mr. Schoenbrodt, pointing out some of the problems which had to be faced in making a decision. Mr. Sargent also mentioned the steps which the Board had taken to provide more adequate time for planning and construction, as well as some factors which tended to delay work and over which the Board had no control.

- Operating Budget Requests

The Board received representatives of the custodians and maintenance employees, secretaries' association, food services association, and bus contractors' association, all of whom presented their requests for inclusion in the 1972/73 operating budget. Mr. Schoenbrodt thanked those making presentations and assured them that their requests would be given careful consideration as the budget is prepared.

Mrs. Reeder reported on the meeting of the National School Boards Association which she had attended in Washington in November.

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There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Baedeker*

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Tuesday, February 1, 1972

The regular monthly meeting of the Board of Education of Howard County was held on Tuesday, February 1, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Austin A. Zimmer  
 M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent -  
 Administration and Finance  
 Mary R. Hovet, Assistant Superintendent - Curriculum  
 and Instruction

Mr. Warren G. Sargent joined the meeting during the afternoon session.

On motion duly made, seconded, and carried the Board approved the minutes of the meeting held January 4, 1972.

On motion duly made, seconded, and carried the Board approved the agenda as prepared by the Secretary.

Dr. Pyles presented his report, covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- There were no developments to report concerning the Elementary and Secondary Education Act.
- A project application has been developed to request funds totalling \$3,955 to conduct a summer workshop under the provisions of the Equal Educational Opportunities Program.

Pupil Transportation

- The Board approved revision of the policy governing selection of school bus contractors to provide for advertising of contracts in January rather than March of each year. This change was requested because of the need for earlier ordering of new buses in order to be assured of delivery prior to the start of the school year.



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Maintenance and Operation

- Mr. Walter Buchman, Director of Maintenance and Operations, reported that the Columbia Association had agreed to repair the school play areas which are used extensively by the Columbia Association throughout the entire year. They will lime, over-seed, aerate, and fertilize all play areas. Mr. Buchman felt this would compensate fairly for wear and tear produced by CA activities.
- Mr. Buchman also reported on work which had been accomplished by his department in various schools during the month of January.
- Dr. Pyles reported that he had been in touch with Mr. Wilson of CA to request that free play time be scheduled for the various schools, and that he expected to be able to report further on this request at the next Board meeting.
- Disposition of Obsolete Property. Dr. Pyles suggested that a plan be developed and administered wherein items of furniture, equipment, and printed matter no longer usable or repairable be inventoried and categorized on an annual basis, following which bids would be solicited for their purchase, removal, and disposition. The Board approved this plan with the request that the lists of such items be presented to them prior to being advertised for sale, and also circulated to the schools.

Food Service Program

- Mrs. Weatherholtz, Supervisor of School Lunch, received a list of food service consultants to work on the satellite food program. However, it was felt that sufficient information was not on hand to warrant a recommendation at this time.
- The Board received copies of the quarterly financial report for food services for the second quarter of the current school year.

Finance - Operating and Capital Budgets

- Mr. Joseph Williams, Supervisor of Finance, presented his reports on the operating and capital fund monthly balance sheets. Members of the Board raised several questions

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concerning the adequacy of funds to provide additional teachers and materials for the increase in enrollment over that projected for the year. Dr. Goedeke advised that sufficient funds were on hand to provide for these needs at the present time, but that if enrollments continued to increase it might be necessary to come back to the Board for additional funding.

In connection with the capital fund report, questions were raised concerning accounts which were still on the books although the schools had been completed and are in use. Dr. Goedeke explained the reason for having to carry these accounts, which in general involved bills which had not been received. In the case of the Longfellow Elementary School, the staff is still trying to obtain copies of the "as built" drawings from the architect. Mr. Zimmer noted that many companies are resorting to a clause which provides that if the contractor does not complete work in due course, the work will be contracted to another firm. It was emphasized that these accounts should be closed out expeditiously.

Dr. Hovet presented her report, covering the following areas:

Curriculum and Instruction

- Family Life and Human Development. Mr. John Soles, chairman of the committee preparing this program, reported on the activities of the committee during the month of January. All middle schools were visited, an explanation of the program given, and parents had a chance to ask questions. In general the response to the program has been favorable, and it is felt that it will be initiated without serious problems. The professional committee and the Lay Advisory Committee will resume work on developing plans and recommendations for the final phases of the program to be implemented at the elementary and high school levels.
- Teacher Education Centers. Mr. Soles also prepared a status report on the Teacher Education Centers sponsored by the University of Maryland, including a list of the schools involved in this program and a list of the consultants who had been utilized. Mr. Zimmer asked how the staff checked whether teachers are attending in-service programs. Dr. Hovet replied that some have been reported absent. The report concluded by saying

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that the staff feels this is a valuable program which is making major contributions to the schools in Howard County, in addition to the obvious boost given to the recruitment program.

- Career Fair. Mrs. Media Pennington, Supervisor of Guidance and Testing, reported that a committee had been working since September to organize and produce a countywide "Career Fair". The "Career Fair" will provide an opportunity for students to see exhibits relating to many careers and to be exposed to information relative to educational and career planning. March 15 and 16 have been selected for the dates.
- Fine Arts Program. Mr. Eugene Miller, Supervisor of Music, and Mr. Charles Wagner, Supervisor of Art, prepared reports covering their respective programs.

The Board discussed with Mr. Miller the way in which the music program operates at each level, and indicated that some changes might be considered in order to provide regularly scheduled times for middle school students to take band. There were also questions concerning the private music lessons being given at Wilde Lake High School and the way in which this program was handled.

In his discussion with the Board, Mr. Wagner pointed out that the primary aim of the art program is to introduce the child to all aspects of art -- color, form, texture, etc., rather than just how to draw or paint a scene. As the program progresses through the middle and high school levels, greater specialization is possible, although not all students are able to take art courses in high school because of lack of time, motivation to select, and the requirements of other courses. Mr. Wagner explained in some detail how the program works, particularly with the team approach in the elementary schools. He expressed his thanks for those who had made this program possible, and also expressed the hope that the teaching staff could be expanded. The Board thanked Mr. Wagner for his information.

- Staff Recognition. Dr. Hovet noted for the Board as part of her report professional recognition which various staff members had received recently.

#### Media Services

- There was no report on media services this month.

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Pupil Personnel Services

- Mr. Gilbert Miller, Supervisor of Pupil Personnel Services, reported on the data which had been gathered in connection with Public Law 874 -- Aid to Impacted Areas. This survey to determine the number of eligible pupils is conducted as of the last school day in October. The report included the results of this survey for the past five years.

Proposal to Establish a Biracial Workshop

- The Superintendent advised the Board that a proposal to establish a "Biracial Workshop to Develop Effective Techniques for the Training of Personnel in Human Relations" was submitted to Mr. E. H. Cooper, Senior Program Officer of the Region III Office of Equal Educational Opportunities of the U. S. Office of Education on January 26, 1972. This proposal was written responsive to guidelines of Title IV, Section 405, of Public Law 88-352 of the Civil Rights Act of 1964. The proposal was not presented to the Board of Education at an earlier date because misinformation was received concerning the availability of funds for Howard County. When correct information was received the January meeting of the Board of Education had passed, and the submission was made under a post-dated deadline established by the Region III Office.

The workshop will be an intensive program for all supervisors and principals, to be held during the summer of 1972. Its purpose will be to develop effective techniques for the training of personnel in human relations. While the site of the workshop has not yet been determined, it will probably be held in one of the county's schools. Total budgetary estimates for the five-day workshop are \$23,699, of which \$3,955 is requested from Title IV officials. \$19,604 represents in-kind contributions from the Board of Education for salary of personnel who participate. \$2,400 of the Federal funds sought is for personnel costs associated with the employment of professionals from The Commission on Religion and Race, of the United Methodist Church, who will serve as consultants.

It is hoped that the staff will be able to follow up in 1972/73 with additional workshops.

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Mr. Zimmer commented that this is one of the real concerns of the Board and that he would like to see the program go on whether federal monies are available or not. Dr. Goedeke stated that the staff was reasonably positive that the program will be funded, and asked that the Board approve the proposal. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board approved the proposal.

#### Operation and Administration of Schools

- Mt. Hebron High School Schedule. Mr. James McCrumb, principal of Mt. Hebron High School, met with the Board to explain and interpret the modular scheduling in use in that school. At the close of his exposition several Board members raised questions concerning specific parts of the schedule, and how some of the programs fitted into the regular school day. Considerable concern was expressed about children taking all sixteen mods for studies, leaving no free period for lunch, even though this was done with parental permission. Mr. McCrumb was asked to look further into this matter. Another area of concern was the scheduling of buses which prevented students from using the media center after school. Mr. McCrumb also pointed out that, although Mt. Hebron does not have federal funds or other grants to provide extra staffing, he feels that some fine things are being done and that others are planned for next year. As an example, he mentioned that the staff is considering the possible use of junior and senior students to work as aides with ninth and tenth graders. He pointed out that the program is most important and scheduling is just a part of making it easier. Mr. Schoenbrodt commented that he was impressed that the principals are not just administrators but are educational leaders. He felt that each school staff should be able to decide, within certain limitations, the manner in which it wants to approach things. There are pros and cons on modular scheduling as well as other types, and a great deal depends on whether the staff is enthusiastic about what it is doing. Mr. Zimmer also commented that he felt the staff at Mt. Hebron had carried out very well the Board's function, namely that it lay down policies with the staff free to move within those policies.
- Wilde Lake High School Film. The Board was advised that permission had been granted for a Miss Valeska Von Roques of West Germany to film scenes at Wilde Lake High School as part of a documentary film on the Trump Plan, to be shown nationwide on West German television.

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Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, presented his report covering the following:

- Status Report on Buildings Under Construction.  
Mr. Joseph Ring was present to discuss with the Board the status of buildings under construction or renovation. He noted that the Ellicott City Middle School remodelling contract had been signed and it was expected that it would be returned from the State that day or the next. The Elkridge Elementary School plans have also been cleared and should be returned within the next day or two, at which time they can then be placed out for bid. The Elkridge children will be moved after the contract is approved.
- Mr. Zimmer requested that the Superintendent plan for the Board to take a shorter lunch break at the next meeting in order to visit some of the schools under construction.

Dr. Louis Sedlak, Supervisor of Personnel Services, presented his report covering the following areas:

#### Resignations

- The Superintendent recommended that the Board accept the following resignations:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Hettleman, Toba	RunningBrook	Pod II-C	Moved away	1/31/71
Hewlett, Sharon	Northfield	Team III	Moved away	2/3/72
Schwalm, Carol	Guilford	Music	Home resp.	1/28/72
Small, Trudi	Hammond M.	Guidance	Maternity	2/25/72
Warfield, Anna	Bryant Wds. & Savage	Reading	Moved away	1/31/72
Weiss, Rita	Elkridge	Grade 3	Moved away	1/18/72
Wright, Susan	Patapsco	Home Ec.	Maternity	1/31/72

On motion duly made, seconded, and carried the Board approved the Superintendent's recommendation.

#### Teachers' Contracts

- The Superintendent recommended that the Board approve the following teachers' contracts:

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<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Salary</u>
Anbro, Patricia	Elkridge	Elem.	1/26/72	\$ 7,500
Bishop, Karen	Clarksville M.	English	2/1/72	7,500
Durand, Margo	Glenwood	Vocal	2/1/72	7,500
Fogle, Beverly	Wilde Lake M.	Special	2/1/72	7,500
French, Linda	Longfellow	Media	2/1/72	8,694
George, Heningham	Running Brook	3 & 4	2/1/72	7,500
Hayes, Herbert	Running Brook	Elem.	2/1/72	8,296
Kadlubowski, Mary	Patapsco	Home Ec.	2/1/72	7,500
Lauridsen, David	Hammond M.	Guidance	2/26/72	9,346
Maddox, Marcia	Bryant Woods	Phys. Ed.	1/10/72	7,500
Morris, Linda	Waterloo E.	Grade 3	1/19/72	7,500
Mueller, Carole	Bryant Woods		1/12/72	7,500
Oler, Shira	Bryant Woods		1/26/72	7,500
Orr, Marion	Long fellow & Thunder Hill		2/1/72	8,694
Savage, Marilyn	Guilford		1/17/72	10,142
Schoenbrodt, Margaret	Northfield		2/1/72	7,500
Wells, Dianne	Glenwood		1/24/72	7,500

On motion duly made, seconded, and carried the Board approved the Superintendent's recommendation.

#### Leaves of Absence

- The Superintendent recommended that the following requests for leave of absence be granted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Reason</u>
Boscia, Frances	Wilde Lake M.	Grade 6	6/30/72	Further study
Burkett, Cheryl	Faulkner Ridge	Grade 4	2/14/72	Maternity
McFarlane, Lee	Longfellow	Principal	9/1/72	Sabbatical *
Trabbic, Patricia	Patapsco	Math	1/31/72	Maternity

\* One semester 1972-73 school year

On motion duly made, seconded, and carried the Board approved the Superintendent's recommendation.

#### Retirements

- None

#### Deaths

- None

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Appointments and Promotions

- The Superintendent recommended that Mr. Paul Bush, presently teaching vice principal at Guilford Elementary School, be appointed to fill the position of teaching vice principal at Clarksville Elementary School; and, further, that Mr. Wilbert McIntyre, presently a teacher at Faulkner Ridge, be appointed to the position of teaching vice principal at Guilford Elementary School. Both appointments will become effective upon appointment of a qualified replacement for Mr. McIntyre at Faulkner Ridge. On motion duly made, seconded, and carried, the Board approved these recommendations.

- Appointment of a Superintendent of Schools

Mr. Pfefferkorn moved that the Board appoint Dr. M. Thomas Goedeke to a second four-year term as Superintendent of Schools. The motion was seconded by Mr. Zimmer and the appointment approved by unanimous vote of the Board. Mr. Schoenbrodt commented that he appreciated the difficult period of the past four years, noting that Howard County education has gone through quite an upheaval both in program direction and in construction caused by greatly increased enrollment, particularly in the City of Columbia. He further noted that he had great respect and admiration for the way Dr. Goedeke has approached this job, his willingness to listen to others, and his other qualities of leadership. He said this was a very sincere and earnest expression of the way he felt about the manner in which Dr. Goedeke had handled the job, and that this was the time to give credit where credit is due for many of the things which have happened. Mr. Zimmer said he would like to second Mr. Schoenbrodt's remarks, thanking Dr. Goedeke for a job well done.

Dr. Goedeke replied that he was pleased and happy to have been extended the opportunity to continue; that the position has challenges not found in other systems; and that he hoped to see the system grow and develop so as to provide the quality programs which the Board desires the system to have.



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The Superintendent presented the following items of business for the consideration of the Board:

Old Business

- Resolution from the Atholton Elementary School P.T.A. At the December 7 meeting of the Board a resolution was received from the Atholton Elementary School P.T.A. Following discussion of that resolution it was suggested that the Superintendent respond to it no later than the February meeting of the Board. Dr. Goedeke stated that he would like to point out some of the things in the response which are pertinent to any decision the Board would make concerning the resolution. He then reviewed in some detail the contents of the response. The report closed with the following recommendations:

The Board appoint by March 1, 1972 a group of not more than seven citizens and Board members to serve as a planning committee to formulate plans for the creation of an ad hoc Citizens School Advisory Committee, among whose tasks would be the development of recommendations for a five-year plan for our schools.

The appointment by May 1, 1972 of the afore-said ad hoc Citizens School Advisory Committee, this committee to be of such number and composition as determined by the planning committee, but shall include the members of the planning committee. The ad hoc School Advisory Committee will be asked to fulfill its responsibilities within an 18-month period.

The appointment of a staff member to serve as coordinator of the work of the ad hoc committee.

The engagement of Dr. Vernon Anderson of the University of Maryland as a continuing professional consultant to work with the committee in the development of its report.

Members of the Board requested that in view of the length and content of the report further time was desired to study it before making any de-

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cisions. Dr. Stainer of the Atholton Elementary School P.T.A. indicated that he had received a copy of the report only that afternoon and had not had a chance to review it at all. He did want to say in general that his group was gratified in the response, that the Board had listened to the resolution, and that Dr. Goedeke in his review of the reply had discussed some of the questions which had been raised. He also said that he would support the recommendation for a citizens advisory group, that this was an indication that Dr. Goedeke is looking for all possible help and input to the system and this would be an excellent way to do it.

The Board approved a motion to table consideration of the recommendations until the March meeting. Mr. Sargent commented that he thought the report is fantastic and represented a fantastic performance on the part of the Superintendent and staff members who have worked to put the response together, and that it rates a very strong vote of thanks.

- Teaching of Controversial Issues. On motion duly made, seconded, and carried the Board adopted the following policy:

POLICY RE: TEACHING OF CONTROVERSIAL ISSUES

I. General Statement of Philosophy

- A. Education for effective citizenship is one of the major purposes of the schools. The instructional program developed to achieve this purpose properly places emphasis upon teaching about our cultural heritage, the rights, privileges, and responsibilities we enjoy as citizens.
- B. As students prepare for effective citizenship, they often encounter issues that may be considered controversial. When such issues are considered, the schools shall provide students with the following opportunities within appropriate curricular guidelines:
  - 1. To analyze controversial issues which have political, economic, or social significance;

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2. To have access to relevant information pertaining to issues under study;
3. To learn in an atmosphere of freedom from bias and prejudice;
4. To form and express their own opinions on controversial issues without jeopardizing their relationship with their teachers or the school.

## II. General Conditions Governing the Application of This Philosophy

- A. The approach of the teacher to controversial topics shall be impartial and objective.
- B. Teachers shall use the following criteria for determining the appropriateness of issues for consideration as a part of the curriculum:
  1. The treatment of the issue in question shall be within the range, knowledge, maturity, and competence of the students.
  2. There shall be materials available from which a reasonable amount of data pertaining to diverse aspects of the issue may be obtained.
  3. The issue shall be significant and shall be curriculum related but shall not utilize time disproportionate in relation to the regularly planned curriculum.
  4. A teacher who is in doubt concerning the advisability of discussing certain issues in the classroom should confer with his principal as to the appropriateness of doing so.
- C. In discussing controversial issues, the teacher should keep in mind that the classroom is an educational forum for intellectual development.
- D. It is the teacher's responsibility to see that the facts from both sides of the issue are revealed in appropriate and balanced fashion.

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- E. The role of the teacher is to encourage students to interpret the available facts on the issues and arrive at their own conclusions and opinions free of undue influence from the teacher's personal point-of-view.
  - F. The principal, with the help of the supervisory staff, and in accordance with curricular guidelines, bears the primary responsibility for the development of school procedures for the teaching of controversial issues.
  - G. Citizens of the community have the privilege and the responsibility to confer with the principal when it is felt that unfair and prejudiced presentations are being made by a teacher.
- Employee Suggestions. At the January 4 meeting of the Board a suggestion was received and discussed re: use of feedback and suggestions from teachers in the design of new school facilities. At that time the Board requested that a report be made as to the manner in which this idea might be implemented. Dr. Goedeke presented such a report. Mr. Zimmer commented that nothing had been said about time limits and that he felt the committee should work within a prescribed schedule so that in no case would school planning be delayed. Mr. Sargent felt the greatest input would be in the development of educational specifications, and that it is the function of the architect to solve the problems set up by the specifications. He questioned the wisdom of having lay groups pick architects' plans apart. Mr. Schoenbrodt felt that there were many small problems in teaching within a building and that this was an area where teachers could contribute to the little amenities.

#### New Business

- Request for Use of a Classroom at Lisbon Elementary School. The Board received copies of a letter from Mrs. Sue Hillen requesting use of an empty kindergarten room to carry on a preschool class for children in the area. The Board discussed this request in some detail,

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mentioning that if it were permitted in this case it would be setting a precedent for future requests. Dr. Goedeke pointed out that he had received a similar request last year from CA to operate early childhood education programs in schools where there was space. His position was that the staff never knows how long this space is going to be available; that there are numerous organizations wanting to use space; and that if permission is given in one school it is necessary to give it wherever there is an empty classroom. Mr. Sargent stated that he felt the request was relevant to public education and therefore should probably get more consideration than other requests for the use of school buildings; and that it appeared to him to be a worthy suggestion. He asked whether the Board might ask the Superintendent to give it a serious look, in view of the fact that Lisbon appeared to need it and is a depressed area. After some further discussion the Board approved a motion to grant the space if available for the balance of the year, with proper safeguards.

- Report from Human Relations Committees. Dr. DiVirgilio, Assistant Director for Secondary Education, presented the semi-annual report from the Human Relations Committees of the schools in the county. He explained briefly the organization within each school and how the central coordinating committee works in conjunction with the school committees. At the close of his remarks the Board thanked him for the report.
- Request from Student Government Association of Howard High School for Evaluation of the Smoking Policy. Dr. Goedeke pointed out to the Board that the present policy had been in effect only since the first of September, 1971, and he felt that it was still too early to evaluate it at this time. The Board requested that he acknowledge the request, and explain that an evaluation would be made later in the year.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Goedeke*

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Tuesday, February 22, 1972

The Board of Education of Howard County held a special meeting at 8:00 p.m. on Tuesday, February 22, 1972, in the Board room. The purpose of the meeting was to ratify the Agreement between the Board of Education and the Howard County Teachers Association covering terms of employment for the 1972/73 fiscal year.

The following were present:

Fred K. Schoenbrodt, President  
James W. Pfefferkorn, Vice President  
Mrs. David A. Reeder  
Warren G. Sargent  
Austin A. Zimmer  
  
M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent-Administration  
and Finance  
Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction

The Superintendent presented the Agreement which had been reached and which had been ratified by a majority of the members of the Howard County Teachers Association. After reviewing the terms of the agreement, on motion duly made, seconded, and carried the Board approved the Agreement.

There being no further business to come before the Board, on motion duly made, seconded, and carried the public meeting was adjourned.

*m. Thomas Goedeke*

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Special Meeting for the Purpose of Ratifying Agreement  
between the Board of Education and the Howard County  
Teachers' Association .....

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Saturday, May 27, 1972

The Board of Education of Howard County held a special meeting on Saturday morning, May 27, 1972 at 10:00 a.m. in the Board room. The following were present:

Fred K. Schoenbrodt, President  
 Mrs. David A. Reeder  
 Warren G. Sargent  
 Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent

The Superintendent shared with the members of the Board the minutes of the Special Meeting of the Interagency Committee for State Public School Construction held on May 26, 1972, which read as follows:

May 26, 1972

11:00 a.m.

A special meeting of the Interagency Committee was held in Annapolis, Maryland.

Item I: Howard County - "Charles J. Cirelli & Son, Inc. vs. Board of Education of Howard County"  
 - Mr. Carey

The first item of business was a deferred item from the meeting of May 15, 1972. Mr. Carey presented all the information gathered from Mr. Greenfeld, Attorney General's office, and Mr. Leo Ritter of the staff who did an analysis of the bids.

Motion: Mr. Lewis/Mr. Wahbe - second - Passed

"The Interagency Committee recognized that the Board of Education of Howard County intended to act in the best public interest, nevertheless, the Interagency Committee does not approve the recommendation for the award of separate construction contracts for the Harpers Choice Middle School and the Dunloggin Middle School utilizing alternate numbers three (3) and four (4), but will approve the award to the lowest responsible bidder of the combined

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base bid rejecting all alternates which will result in two schools of higher quality and which will more readily respond to the architect's design approved by the local Board of Education and Interagency Committee and can be constructed within the program budget allocated by the State of Maryland."

Respectfully submitted,

It was then recommended by the Superintendent that the Board approve the award of the contracts for the construction of the Dunloggin Middle School and the Harper's Choice Middle School in accordance with the action of the Interagency Committee. He further recommended that the Charles J. Cirelli Company be awarded the contract for an amount of \$3,965,000 to construct these schools, that amount being the combined base bid, exclusive of alternates.

Upon motion made by Mr. Zimmer and seconded by Mr. Sargent, the recommendations were approved.

There being no further business, the meeting was adjourned.

*M. Thomas Lardike*

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Special Meeting

Award of Contracts for Construction of:

Dunloggin Middle .....	
Harper's Choice Middle .....	201

Tuesday, March 7, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, March 7, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Warren G. Sargent  
 Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent-Administration  
 and Finance  
 Mary R. Hovet, Assistant Superintendent-Curriculum and  
 Instruction

On motion duly made, seconded, and carried the Board approved the minutes of the regular meeting held on Tuesday, February 1, 1972, and of the special meeting held on Tuesday, February 22, 1972.

Additions were made to the agenda, after which on motion duly made, seconded, and carried the Board approved the agenda as amended.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantaged). Final Title I allocations for FY 1972 were sent to the counties of Maryland in December, 1971. The total allocation for Howard County was \$128,379.95, an increase of \$14,281.61 over last year's allocation. Because the 1972 program was planned to operate with funds totalling \$102,688.51 an additional sum of \$25,691.44 is available. A two-week in-service program for teachers is being planned for August 7-18, 1972. Mr. Schoenbrodt stated that he would like to have the staff explore the possibility of expanding the present program; not necessarily to eliminate the in-service program but perhaps to have a shorter program or fewer people involved, and to use the remaining funds to strengthen and extend current programs. The Staff was also asked to explore the possibility of using the funds for a summer program for children to prevent regression in achievement levels.

3/7/72

- Title II (Library Materials)

A project application setting forth plans for use of \$29,789 allocated to the County has been submitted to the State Department of Education. \$4,500 will be allocated to elementary schools, \$2,100 to middle schools, and \$1,950 to high schools, primarily for the acquisition of materials related to ethnic and cultural studies. \$16,318 will be allotted to the central office media center to develop the film and film strip collection, for use in the schools, although it will be housed in the central office. The remaining \$4,766 will be used to purchase materials needed to support the program of early identification, diagnosis, and remediation of specific learning disabilities.

- National Defense Education Act (NDEA)

Projects have been developed in all approved subject areas. Following State Department of Education approval, it is anticipated that materials and equipment totaling \$25,659 will be procured, with half of this amount being provided by local matching funds.

- A film depicting the administration and operation of the Wilde Lake High School is planned for production next year rather than in 1971-72. A fund request to Ford Foundation for this purpose met with the response that the school should operate for one year preceding an activity of this type.

- A request has been forwarded to the Philadelphia regional office of U.S.O.E. for funds to conduct a "Bi-Racial Workshop for the Development of Effective Techniques in Training Personnel in Human Relations". It is expected that the requested amount of \$3,955 will be approved.

- The State Department of Education has invited new project proposals under its Quality Improvement Program. Howard County is eligible but has not yet reached a decision as to the nature of the proposal it might submit.

- The community recreation center at Ellicott City Elementary School opened on February 16 and is now in full operation.

3/7/72

Pupil Transportation

- The Board approved the sale of four existing bus contracts by Mr. Theodore H. Schaeffer, and the award of twenty new contracts for additional buses required for 1972/73.

Maintenance and Operations

- The Director, Mr. Walter Buchman, reported on routine maintenance which had been accomplished during the preceding month. Mr. Schoenbrodt asked about the modification of a storage room at Rockland to provide space for the reading specialist and the speech class. Dr. Goedeke replied that there is no other area available, particularly in view of the fact that Rockland will be used to house some of the Elkridge children during the coming year. Mr. Schoenbrodt questioned the wisdom of taking away storage space, and also the desirability of the atmosphere which would be created in a storage room. He asked whether it would be possible to assign these children to another school. Mr. Zimmer also commented that the parents are very critical. Dr. Goedeke replied that the Board was also subject to criticism by operating in nooks and crannies. He pointed out that what has happened is that although services have increased there has not been any increase in space for speech, special education, reading, and similar programs. The staff felt it would be better to provide the space at Rockland for the special reading and speech teachers to work. Mr. Schoenbrodt asked that the staff look again at the possibility of moving some youngsters to another school rather than using this sort of space. He also remarked that he was glad to see that there is an on-going and progressive program for maintenance.
- The staff is compiling lists of obsolete and/or surplus property and preparing criteria and guidelines for procedures to dispose of these items. It is anticipated that both lists and guidelines will be ready for presentation to the Board in April for reaction and further direction.

Food Service Program

- Dr. Pyles reported that he and Mrs. Weatherholtz had interviewed two potential satellite program consultants and had one more interview scheduled. It is expected that all consultants considered will submit written proposals describing the work they would perform if selected, together with charges. These will have been received and evaluated by the staff and should be ready for submission with recommendations to the Board at its April meeting.

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Purchasing

- The Board approved award of contracts to supply industrial arts large equipment for Oakland Mills Middle School as follows:

Graves-Humphreys, Inc.	\$ 3,606.00
Brodhead-Garrett	6,321.00
Carey Machinery Company	<u>1,398.28</u>
Total	\$ 11,325.28

All bidding was conducted in accordance with the policy approved by the Board. Bids are on file for inspection by interested parties.

- At the November meeting of the Board, award was made of a contract for exterior painting at four schools. On the request of attorney for the unsuccessful bidder, a review was asked and was carried out through the attorney for the Board. Information gained from this process demonstrated that the reasons for rejecting the apparent low bid were not of sufficient substance for that recommendation by the Superintendent. Thereafter, the other two participating bidders withdrew voluntarily, making it possible to assign the award to the low bidder of record, Henry C. Sparrow and Son. The Board was requested to approve this award.

Mr. Schoenbrodt asked whether there were any guidelines from the Board attorney for use by the purchasing agent. Dr. Goedeke replied that he felt each case would have to be processed individually within the framework of "Policy and Procedures for Purchasing Materials, Supplies, Equipment and Services", Policy No. 1311.1-7 approved May 5, 1970. In this particular instance the staff had done what appeared best at the time the original recommendation was made. He asked that the Board rescind its earlier action and approve award of the bid as recommended at this meeting. On motion by Mr. Zimmer, seconded by Mr. Sargent, the Board approved the award as recommended.

Finance

- The Board was advised that a development in the area of workmen's compensation warranted consideration. In 1970-71, the last year of the most recent three-year insurance term, the number of cases requiring substantial

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awards increased sharply over the levels of the preceding years. The functions of coverage are such that, in this instance, the annual premium payment must be supplemented in the amount of \$18,171.15. Since there is no provision in the budget specifically for that eventuality, the Board was requested to make payment in this amount from the contingency account.

Dr. Pyles went on to comment that this is the first time the Department of Education has ever had to pay more than the scheduled premium, and that usually it received a favorable adjustment. The larger number of cases reported during the past year involved primarily back ailments in custodial and cafeteria employees. The staff had met with the insurance company and gone over the situation and received advice and cooperation from them. Dr. Pyles also pointed out that a safety committee had been established last spring with Mr. Buchman as chairman, and that employee safety would be emphasized through the work of this committee. He also said that work was underway to review the application forms and interview procedures for all classified staff, with particular emphasis to note any past history of ailments of one sort or another. Mr. Zimmer asked whether applicants were screened by a pre-employment physical. Dr. Pyles replied that this was not done, although it had been considered and discussed with the insurance people, who had expressed real doubt about the productiveness of such a procedure in turning up back injuries in particular. The insurance representatives felt that if the application form is developed in a proper way it would include questions which would be helpful in the event of later claims because the prospective employee would have testified over his signature.

Mr. Pfefferkorn asked whether anything was being done in regard to work loads and assigned duties. Dr. Pyles replied that the staff is growing, which may be a contributing factor. This is not a stable work force, and there are new people coming in constantly and rapidly.

Mr. Schoenbrodt questioned whether the audit developed the additional cost because of the greater number of people. Mr. Williams explained that it was due to the loss factor, not the exposure factor. Mr. Williams further explained that it was necessary to ask for this sum from the contingency fund because there are not sufficient funds in the account to pay the additional premium. He also said it may be necessary to come back to the Board again later for further monies. On motion by Mr. Pfefferkorn, seconded by Mrs. Reeder, the Board approved use of contingency funds to cover this charge.



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- The Board then returned briefly to a further discussion of the safety committee. Mr. Schoenbrodt mentioned that there had been a number of people in the County who had volunteered their services in a safety capacity. Dr. Pyles replied that the staff contemplated utilizing the insurance company through the safety committee. Mr. Schoenbrodt suggested that the staff also request from the public utilities the names of people in the County who might be willing to serve in a volunteer advisory capacity. Mr. Zimmer observed that some one person should be named to direct the safety program. Dr. Pyles replied that Mr. Buchman would be that person, and the progress of this project would be reported to the Board.
  
- Mr. Williams presented the balance sheet for the construction program as at January 31, 1972. There were no questions on this report. Mr. Williams then presented the balance sheet for the operating budget as at January 31, 1972. Mr. Schoenbrodt asked whether there were any indications that any expenditures would fall below those scheduled. Mr. Williams replied that, other than the insurance account, everything was in order. There were no further questions.

Dr. Hovet, Assistant Superintendent - Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Reading -- Priority #1. Dr. Hovet reported that the staff of the Department of Education has given top priority to the teaching of reading, in line with priorities established by the Maryland State Department of Education. Full-time reading specialists are being requested for each elementary school, and workshops are planned for developing reading materials for use in the high schools.

A Task Force Committee has been established for the State Department of Education to develop goals and plans for implementation, along with deadlines when the various steps of the programs should be accomplished. Her report gave a detailed description of the program which is being prepared for the Howard County public schools, and the makeup of the committee working in this area. In answer to a question she explained that the task of the committee is to make recommendations to the Department as to how to improve reading. Mrs. Reeder commented that she understood the State does not require a course in teaching reading as part of teacher training. Dr. Hovet replied that the State requires elementary teachers to have either a course in teaching reading or in English.

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- Drug Abuse Education. A detailed description of the pilot class in drug abuse was included in Dr. Hovet's report. A survey form to be utilized by students in unit three of the program was constructed by the State Department statisticians. A random sampling of these returned forms will be analyzed by the students and used as a basis for recommendations for handling the drug problem.
- Special Education. Dr. Hovet reported that the remodeled wing of the Scaggsville Elementary School opened for 40 moderately retarded (trainable) pupils and Child Study Center offices. The rest of the school - gymnasium and locker rooms, dining room, office, health room, conference room, etc. - will be completed in April.
- Family Life and Human Development Program. The workshop to prepare teachers for the middle school program in Family Life and Human Development has been completed. Implementation of the program has begun in several middle schools and will be started in all middle schools during the month of March. Final plans are now being developed for implementation of the program at the fifth grade level and in the high schools. It is anticipated that final recommendations can be submitted to the Board of Education at the April, 1972 meeting.
- Career Fair. A Career Fair is scheduled to be held on March 15 and 16 in Kaylor Hall. This fair is a part of the overall career program for students K-12, and is specifically planned for ninth grade students. The areas of career information will include the following categories: Agriculture and Fisheries; Construction; Manufacturing and Industry; Health Careers; Personal Service; Public Utilities and Communication; Real Estate and Insurance; Social Service; Transportation.
- Mathematics Project. A mathematics committee under the leadership of Mrs. Louise Watkins, Supervisor of Mathematics, has developed a program of self-pacing mathematics for levels 6 and 7. Six elementary schools and three middle schools are currently using the self-pacing mathematics program with average and above average students. The students must be able to work independently in order to be successful. Provisions have been made in the project to provide a multi-media approach for self-pacing programs, which would provide cassette tapes and other visual aides to assist those students who can be successful through the use of this type of media.

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Operations and Administration of Schools

- A detailed report on the operation of the Howard County Vocational-Technical Center was presented as part of Dr. Hovet's report. This covered the Work Experience Program, Vocational Projects, and the Work Study Program.
- Professional Staffing Chart. A chart attached to Dr. Hovet's report showed the total professional staff in the Howard County school system, giving the additional assignments which have been made due to increased enrollments and indicating that the professionals per one thousand are now at the 52.33 level.

Media Services

- Mrs. Dorothy Quinlan, supervisor of media services, reported that temporary help has been added to improve the work in the processing center. At the end of February, 1972, the fiscal year accumulation of processed items which have been delivered to schools amounted to 20,362.

Pupil Personnel Services

- There was no report covering this area for the preceding month.

Mr. Donald J. Begeny, Supervisor of Planning and New School Facilities, reported in the following areas:

- State of Construction Projects. As part of the regular report covering the construction projects, Mr. Joseph Ring reported that bids for renovation of the Elkridge Elementary School are due on March 14, and that the State Department had approved the drawings and specifications. Mr. Zimmer requested a statement from the staff giving a target date for construction to start at Elkridge. Mr. Begeny felt that April 15 was a reasonable date for which to aim, provided no delays were encountered in obtaining the necessary approvals of the bids received.

Mr. Pfefferkorn asked about the auditorium seating at Oakland Mills High School, asking whether the staff had considered the use of lapboard seats in the rear sections. Mr. Begeny pointed out that this would require an additional three inches per seat.

- Mr. Begeny recommended that the Board take formal action to accept both the Atholton and the Mt. Hebron High School

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auditoria in accordance with policy, the precise date of such acceptance to be established as February 23, 1972. He went on to say that the floor of the stage at Mt. Hebron is not satisfactory, but that arrangements have been made to have this area replaced during the spring vacation. Mr. Schoenbrodt called for a motion to accept both facilities subject to a letter from the contractor indicating replacement of the floor at Mt. Hebron at no cost to the Board of Education. On motion by Mr. Sargent, seconded by Mrs. Reeder, the Board approved the foregoing.

- Mr. Begeny advised the Board that bids had been received on March 5 for advanced site preparation for the Dunloggin Middle School. The proposal to do this work under a separate contract was submitted to the Interagency Committee on January 14, 1972, and the staff was advised that this site improvement project was approved for bidding. The Board was requested to approve award of the contract to the A. G. Parrott Equipment Company, apparent low bidder, in the amount of \$84,920 subject to notification of a favorable ruling on the Ansell case, presently before the Court of Appeals; and approval from the Interagency Committee for the award of the contract. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the contract was awarded subject to the foregoing conditions.
  
- Mr. Loren Murray and members of his staff met with the Board to present the final construction documents for the Dunloggin and Harper's Choice Middle Schools. Mr. Murray advised the Board that the drawings and specifications had been checked by Mr. Begeny and his staff and were ready to go out for bid as soon as approved by the Interagency Committee. April 18 has been established for receipt of bids, pending receipt of approval of the drawings and specifications from the Interagency Committee. The award of contracts could then be approved on May 1 and awarded on May 3, giving fifteen and one-half months to finish the construction by August 15 for occupancy September 1. In reply to a question from Mr. Zimmer concerning inclusion of carpeting in the general specifications, Mr. Murray explained that an alternate on this item would allow the Board to provide carpeting in whichever way was more advantageous. Mr. Schoenbrodt asked if any question had been raised as to whether contractors are required to pay the sales tax since the State is now paying for all construction. He asked that a ruling be requested from the State Department of Education and also from the State Treasurer.

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Mr. Pfefferkorn questioned the amount of \$100 per day for liquidated damages. A thoroughgoing discussion between the members of the Board and the staff covered various aspects of the subject. Mr. Murray then pointed out that if the Board wished to change the amount set for such damages it could be done by an addendum prior to the receipt of bids. It was agreed that the amount would be left as at present until further information was available. Mr. Murray indicated that a date for completion by August 1 rather than August 15 would be feasible, and this change was requested by the Board. On motion by Mr. Sargent, seconded by Mrs. Reeder, the Board approved the final documents.

Dr. Louis A. Sedlak, Supervisor of Personnel Services, presented his report covering the following areas:

### Resignations

- The Secretary recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Chauvin, Barbara	Mt. Hebron	HomeEc.	Home respons.	6/30/72
Elliot, Diane	Howard H.	HomeEc.	Moving	6/30/72
Jurkiewicz, Robert	Howard H.	EarthSc.	Moving	6/30/72
Kafka, Virginia	Hammond M.	Math	Home respons.	12/22/71
Lawrence, Marcheta	Running Br.	Media Sp.	Dissatisfied	1/31/72
Kachalo, Susan	Northfield	Team III	Moving	6/30/72
Kuemmler, Josephine	Longfellow	Spec. Ed.	Moving	6/30/72
VanDusen, Mary	Glenelg	Latin & English	Moving	3/31/72
Warner, Margaret	Mt. Hebron	French & English	Home respons.	2/8/72
Wilhide, George	Patapsco	Guidance	Request of Supt.	2/29/72
Wilson, Barbara	Waterloo M.	HomeEc.	Moved	1/31/72
Zavada, Martha	Glenelg	HomeEc.	Moving	6/30/72

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

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Teachers' Contracts

- The Secretary recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Salary</u>
Daly, Terry	Patapsco	English	2/3/72	\$ 7,500
Gischel, Margaret	FaulknerR.	Grade 5	2/3/72	8,694
Gallagher, Mary	Patapsco	Math	2/1/72	7,500
Nieberlein, Patricia	WaterlooM.	HomeEc.	2/4/72	7,500
Paul, Gene M.	Hammond M.	Science	2/1/72	7,500
Ratcliffe, MaryC.	W.Friendship	Grade3-4	2/1/72	7,500
Regan, Monica	W.Lake M.	Home Ec.	3/6/72	8,296

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Requests for Leave of Absence

- None

Retirements

- The Secretary reported that Mrs. Nancy L. Zastrow, Supervisor of Special Education, had requested retirement, effective August 15, 1972. He went on to say that this was a joint decision of Mrs. Zastrow and her husband, and that they were planning to move to Florida, where they would spend winters, travelling during the summer. He said that it was with real regret that he recommended acceptance of Mrs. Zastrow's retirement. Mr. Schoenbrodt commented that Mrs. Zastrow had had a tremendous impact on the special education program in the County and would be greatly missed. He requested that a resolution be prepared to present to Mrs. Zastrow, commending her for that which she had done. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board adopted the recommendation to approve the retirement and have prepared a suitable resolution.

The Superintendent of Schools presented the following items for the consideration of the Board:

Old Business

- Resolution submitted by the Atholton Elementary School P.T.A. At the February 1, 1972 meeting of the Board, the Superintendent presented a response to the Resolution approved by the Atholton Elementary School on November 22, 1971. Copies

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of the response were also forwarded to Dr. Howard M. Stainer, President of the Atholton Elementary School P.T.A. Thereafter, the Atholton Elementary School P.T.A. forwarded to the press a statement issued by Dr. John Murphy, Chairman of the Education Committee, which served as the official statement of the Atholton Elementary School P.T.A. Copies were forwarded to the members of the Board on February 20.

At the March meeting Dr. Stainer, Dr. Murphy, and Mrs. Barbara Rudlin, member of the Executive Committee of the P.T.A. Council of Howard County, met with the Board to discuss the original response and the reaction of the Atholton Elementary School P.T.A. Mr. Schoenbrodt stated that there were some reservations about the need or desirability of appointing a citizens ad hoc committee at this time. He felt that an evaluation of the system is needed, and that this was best done by a professional evaluation team from outside the system. The results of the evaluation could then be shared with a citizens committee for study and recommendations. He felt that the proper time to appoint such a citizens committee would be when the report of the professional evaluation team was completed.

A thoroughgoing discussion between members of the Board, the representatives of the Atholton P.T.A., and the staff followed. Points covered included the wisdom of employing an outside consultant, the timing of the appointment of a citizens committee, the size of such a committee, and its functions and duties. Various suggestions were made and considered. At the close of the discussion, the Board approved a motion requesting the Superintendent to have prepared a draft of the procedures to be established in obtaining the services of a consultant, the makeup of a citizens' committee, and the charge to the committee once it is established. The draft will include also preliminary suggestions as to what it is that the consultant is expected to accomplish.

- Report on the 8th Annual Conference on Education. The Board received copies of the summary report on the 8th Annual Lay Conference on Education. Mrs. Reeder reviewed briefly some of the points which had been made at the Conference, and reported on the work of the steering committee which had been appointed to organize the next Conference to be held in the fall of 1972. Some of the topics which had

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been suggested as a theme for the next Conference were grading, reading, evaluation, etc. Mrs. Reeder said that the committee would welcome suggestions for consideration. Dr. Goedeke commented that he felt it excellent that the planning group has been meeting since the last Conference. He noted that Howard is one of the few counties that has been able to present such a conference on a continuing basis, and that he felt next year's will again be an excellent one under Mrs. Reeder's leadership. Mrs. Reeder commented that one suggestion had been to call the conference "Changing Times" and within this theme have several different workshops, one on new ways of reading, another on ways of grading, etc. This is being given consideration by the committee.

#### New Business

- Employee Suggestions.  
Five employees submitted suggestions during the preceding month. Dr. Goedeke advised the Board that all five requested the addition of paid aides in the libraries of the schools. However, because the staff is trying this year to have funded two paid aides in each elementary school for the coming year, he felt that it would not be advisable to request library aides at this time because of the monies involved. The Board requested that the suggestions be acknowledged, and that the originators be assured that their idea had merit and would be considered when possible. Mr. Zimmer asked that employees be encouraged to send in their suggestions.
  
- Human Relations Council Request.  
The Board received copies of a letter addressed to Mr. Schoenbrodt from Mr. James W. King, Sr., President of the Howard County Human Relations Council, requesting that the Board participate in an "umbrella" group designed to coordinate the work of the various agencies and groups involved in the field of human relations within the County. After some discussion the Board requested the Superintendent to advise Mr. King that it felt that the leadership for such an activity might better come under the direction of the Human Services Officer and/or the Chairman of the Human Relations Commission appointed by the County Executive. Inasmuch as Mrs. Reeder is a member of the Human Relations Council, she agreed to represent the Board at a meeting to be held on March 15, at which time she could explain the position of the Board in this matter.



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- Performance Contracting.

The Board received copies of a letter addressed to Mr. Schoenbrodt from the Behavioral Research Laboratories in New York, in which the merits of performance contracting were set forth as experienced by this organization. Dr. Goedeke commented that the subject of performance contracting is one which has been receiving considerable attention on a nationwide basis, and that such organizations are seeking better ways to teach and improve learning in various systems. Mr. Schoenbrodt indicated that he would like to explore this topic further, and requested the Superintendent to obtain more information. Further discussion was tabled until such information is available.

- Corporal Punishment.

The Board received copies of a letter from the Guilford Elementary School P.T.A. containing two resolutions, one relating to corporal punishment and one to counselors in the elementary schools. Dr. Goedeke stated that he felt counseling must be separated from discipline and orderly conduct. Monies have not been blocked into the draft of the FY 1973 budget for counselors at the elementary school level. It is felt that it is necessary to do so much more in the middle and high schools, and that until counseling in the upper grades is strengthened it would not be wise to spread program monies too thinly. Mr. Schoenbrodt asked whether it was not true that the staff is in the process of putting people into the elementary schools who are trained to recognize problems and help to correct them. Dr. Hovet answered that students having emotional or other problems are being identified. Mr. Schoenbrodt felt it desirable to have one person full time whose sole function would be to do this diagnosis and one person to work with the children as an SLD teacher. Mrs. Reeder also commented that she would like to see all counselors available to spend their time on students' problems.

The Board next discussed the resolution concerning corporal punishment. Several parents of Guilford Elementary School students were present for this portion of the meeting and joined in the discussion. The Superintendent had prepared for the use of the Board a memorandum setting forth the various State bylaws and resolutions dealing with this subject, and the results of a survey of all Howard County school principals indicating whether they did or did not favor the reinstatement of corporal punishment in the Howard County

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schools. He also advised the Board that a committee to study discipline in the schools and make recommendations had been working for several months. It is hoped that this committee's report will be completed prior to the spring vacation. It will be brought to the Board for consideration as soon as it is available thereafter.

During the discussion of this matter, particular attention was given to the situation at the Guilford Elementary School as it was described by the parents present. Several suggestions were made as to ways of ameliorating the alleged problems at that school. Members of the Board expressed their personal feelings as to the desirability of reinstating the use of corporal punishment in the Howard County schools. Further action was tabled until the Board receives the report of the committee on discipline.

Mr. Schoenbrodt asked about the special education program at Guilford, noting that it was his understanding that there were two Child Study Center staff members there. Dr. Hovet explained that one of the two is functioning as a teacher to the second, who is being trained as a specialist in this area. Mr. Schoenbrodt requested that the staff take whatever action is necessary to set up an SLD class at that school, funding it either from contingency monies or from Title I funds if possible.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Luedke*

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Wednesday, March 22, 1972

The Board of Education of Howard County held a special public meeting on Wednesday evening, March 22, 1972, in the auditorium of Howard High School for the purpose of presenting to the public the proposed operating budget for FY 1973. The following were present:

Fred K. Schoenbrodt, President  
James W. Pfefferkorn, Vice President  
Mrs. David A. Reeder  
Warren G. Sargent  
Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration & Finance  
Mary R. Hovet, Assistant Superintendent - Curriculum & Instruction

Approximately a hundred interested citizens attended the meeting in addition to staff members and representatives of the press.

Dr. Goedeke opened the meeting by welcoming those present and introducing the members of the Board and the Assistant Superintendents. He then presented a summary of the proposed budget, using visuals for the benefit of the audience. At the close of this presentation, members of the audience wishing to speak were given an opportunity to list their names and organizations.

Mr. Schoenbrodt then called on each of those who had indicated a desire to comment on the proposed budget. A total of fifteen persons requested various items for inclusion or expansion in the presently proposed document. Dr. Goedeke responded to each speaker.

At the close of these presentations, Mr. Schoenbrodt thanked all those present for their interest and help in the preparation of the budget. There being no further business to come before the Board, the meeting was declared adjourned.

*M. Thomas Goedeke*

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public the Proposed FY 1973 Operating Budget ..... 157

Tuesday, April 4, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, April 4, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Warren G. Sargent  
 Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent - Administration and  
 Finance  
 Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction

On motion duly made, seconded, and carried the Board approved the minutes of the regular meeting held March 7, 1972, and of the special meeting held March 22, 1972, as submitted.

Additions were made to the agenda, after which, on motion duly made, seconded, and carried the Board approved the agenda as amended.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

A meeting of Title I staff coordinators from all local units is to be held at the University of Maryland on April 19, 1972. Among the topics to be discussed are procedures for updating comparability data. The focus of comparability is to ensure that Title I schools are receiving services for children from sources other than Title I at a level comparable to those received by non-Title I schools. Dr. Pyles advised the Board that he felt Howard County could do this.

Dr. Pyles also advised that the monies originally scheduled to be expended for an in-service program had been reallocated so that a portion would be used to provide additional services to Title I schools.

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- Title II (library Materials)

Dr. Pyles reported that since his report had been written approval of the Title II project application has been received from the State Department of Education.

- National Defense Education Act (NDEA III)

Mr. Soles, coordinator, had reported that approval of project applications totaling \$8,916.11 had been received from the State Department thus far, this figure representing about one-third of the total amount expected when all processing has been completed.

- Other Grant Programs

Dr. John Freudenberger, coordinator, is completing the first of two scheduled reports to the Ford Foundation concerning the utilization of grant funds in the Wilde Lake High School program. A second report will be prepared at the end of the grant period in August, 1972.

The staff is still awaiting word concerning the approval status of a project application for Federal funds (\$3,955) in support of a bi-racial workshop in human relations to be held in June of this year.

- Impacted Areas Aid Program (PL 874)

The last of four payments representing Howard County's allocation for fiscal 1971 was received in March. The total thus received amounted to \$485,060 as compared with the revenue estimate of \$460,000 prepared one year ago. These funds were included in anticipated revenues for operating expenses in fiscal 1972.

Received also in March was the first payment of \$311,948 on the fiscal 1972 allocation. This represents approximately 50% of the total expected within the next several months and is carried over with the anticipated balance for utilization during fiscal 1973.

Word from Washington indicates again the possibility of substantial reductions in revenue from this program for Howard County in fiscal 1973. The County's anticipated share of the appropriation recommended to the Congress

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by the Administration would amount only to \$46,023, or about 7% of the fiscal 1972 allocation. The outcome of this proposal will be known prior to preparation of revenue estimates next year.

### Pupil Transportation

#### - Pupil Transportation Regulations

The Board received copies of the recently revised Pupil Transportation Regulations for Howard County. Dr. Pyles commented that these statements, originally drafted about six years ago, are applicable to pupils, parents, bus personnel, and school administrators.

#### - Transportation for Pupils in Work-Experience Program at the Vocational-Technical Center

Dr. Pyles reported that inquiries had been made with the transportation section of the State Department of Education about possible State reimbursement to the County for such transportation, but that none is presently indicated for this purpose. Federal vocational monies can be employed for this purpose, but only at the expense of vocational equipment funds. Mr. Smith and Dr. Jones felt that the equipment needs hold a priority over use for transportation of this kind.

Dr. Pyles further pointed out that the logistics of providing such transportation becomes difficult because of the different places the students work, and because of the different schedules which prevail. Not all are employed during the same period of time, which would make it impractical to set up a schedule to accommodate all students. In response to a question by Mr. Schoenbrodt, Dr. Goedeke advised that the staff would work out costs when it is known where employment will be next fall, and then estimate the cost to the County.

### Maintenance and Operations

#### - Disposition of Obsolete Property

The Board received copies of a proposed set of procedures for disposing of obsolete property and a listing of items currently on hand and regarded as disposable. Dr. Pyles pointed out that the lists would be made available to all principals and to other school systems. Mr. Zimmer suggested



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that principals be required to note in writing that they cannot use and do not want any items on these lists.

On motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board adopted the procedures for disposal of surplus property.

At this time Mr. Zimmer remarked that buses on Old Washington Road had on several occasions forced him off to the side because of the cars parked along the side and the resulting necessity for the buses to pull out into the road to pass the parked cars. Mr. Schoenbrodt asked whether the buses might be rerouted to travel in the opposite direction. Dr. Goedeke agreed to have this matter checked.

Mrs. Reeder referred to the Pupil Transportation Regulations, noting that Schedule C, item 2, specified that drivers should not leave a bus stop before the scheduled time, and suggested that this point be stressed to drivers.

- Routine Maintenance Report

The Board received copies of Mr. Buchman's report listing routine maintenance activities during the month of March. Mr. Schoenbrodt asked why it was necessary to modify valves in a new school, and Dr. Pyles explained that the valves were designed in such a fashion that the children could turn them with almost any instrument. The modification had been made to prevent this.

Food Service Program

- Satellite Feeding Program

Dr. Pyles reported that he and Mrs. Weatherholtz had interviewed representatives of three consultant firms regarding the proposed study and analysis of the County's plan for satellite feeding. Each is an established firm with a substantial record of experience in the general food service field. Written proposals were received from all three firms and were analyzed by Mrs. Weatherholtz and Dr. Pyles and reviewed with the Superintendent. The staff recommended that the Board be requested to approve utilization of funds from the contingency account, not to exceed \$7,500, and designate the firm of Eugene A. Jacobs & Associates to carry out its proposal. Copies of all proposals are on file in Dr. Pyles' office.

Mr. Zimmer commented that in his opinion satellite feeding provided no savings to speak of and served poorer food. He felt the program should be dropped. Mr. Pfefferkorn agreed with Mr. Zimmer. Dr. Goedeke replied that because of the difference of opinion held by members of the Board the staff had looked for a consultant who could provide an unbiased opinion. Mr. Zimmer responded by saying he didn't see any point in spending any more money, that members of the staff had already looked at other programs, and that the present system is satisfactory.

Mr. Sargent commented that a quantitative analysis of the food services had never been made; that it had been reported that minor savings might be effected in labor costs and perhaps in school construction costs. He felt it worth \$7,500 to find out whether this data can be corroborated. He questioned whether this sum was sufficient for the study. Dr. Goedeke pointed out that in view of the fact that Jacobs Associates has worked with other counties in satellite feeding programs this experience should permit their representative to do an adequate job. Mr. Zimmer felt that a firm which had already done this work would not be impartial. Dr. Pyles replied that the Jacobs proposal stated that the recommendations will be completely impartial.

Mr. Sargent moved that the recommendation to employ this consultant firm under the terms set forth be accepted. Mrs. Reeder seconded the motion, which carried by a vote of three to two, with Mr. Zimmer and Mr. Pfefferkorn opposed.

### Purchasing

#### - Physical Education Supplies

On motion duly made, seconded, and carried, the Board approved award of contracts to supply physical education equipment to the following companies in the amounts indicated:

R. P. Clark Company	\$ 12,664.35
Bacharach Rasin Company	3,093.30
Cran Barry, Inc.	667.80
Wolverine Sports Company	<u>480.00</u>
	\$ 16,905.45

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- Duplicating Supplies for Howard County Schools

On motion duly made, seconded, and carried the Board approved award of contracts to provide duplicating supplies to the following companies in the amounts indicated:

Bell and Howell	\$ 22,973.87
A. B. Dick	1,535.39
3M Company	4,703.97
Advance Business Systems	593.63
Duplicator Sales	<u>860.86</u>
	\$ 30,667.72

- Media Shelving for Phelp's Luck, Swansfield, and Steven's Forest Elementary Schools and Oakland Mills Middle School

On motion duly made, seconded, and carried the Board approved award of a contract to provide media shelving for Phelp's Luck, Swansfield, and Steven's Forest Elementary Schools and Oakland Mills Middle School to the Hillside Metal Products Company in the amount of \$13,119.17.

- Data Processing Equipment

On motion duly made, seconded, and carried the Board approved award of a contract to provide data processing equipment to the Genesis One Computer Corporation in the amount of \$16,192.

All bidding was conducted in accordance with the procedures approved by the Board. Copies of all bids are on file for inspection by interested parties.

Finance

- Monthly Balance Sheets

Mr. Joseph Williams, Supervisor of Finance, reviewed with the Board the monthly balance sheets for the operating and construction fund accounts as at February 29, 1972. He advised the Board that these accounts are now being posted twice a month. There were no questions on these reports.

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Dr. Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Meeting of the Governor's Commission on Dyslexia

Mrs. Nancy Zastrow, Mr. John Soles, and Dr. Hovet represented Howard County at a meeting of the Governor's Commission on Dyslexia on Saturday, March 25. A copy of the report submitted by the staff was given the Board as part of Dr. Hovet's report. Mr. Schoenbrodt asked whether a child with reading difficulties in elementary school is referred to a reading teacher, or to an SLD class, or any other special service. Dr. Hovet replied that with gross screening a teacher could recommend that such a child be looked at, and that the first referral is to pupil services. The personnel there look for the reasons, and then may assign the child to special education, further testing by the psychologist, etc. Mr. Pfefferkorn asked what the staff planned to do in the summer workshop in language arts and how this is tied into the reading program. Dr. Hovet replied that she will report on this next month. Mr. Pfefferkorn stated that he was very pleased with Mrs. Zastrow's report and wished to commend her highly. Mrs. Reeder commented that she agreed with Mr. Pfefferkorn, and was also pleased with the suggestion of expansion of SLD classes into the middle school. Dr. Hovet pointed out that this will be in the future. Mrs. Reeder then asked whether there were half-time teachers in each elementary school, and Dr. Hovet replied that there were and that full time staffing had been requested in next year's budget.

- Festival of the Arts

The Board received copies of the program for the Annual Festival of the Arts to be held at Glenelg High School on Tuesday, Wednesday, and Thursday, May 2, 3, and 4, 1972, starting at 7:45 each evening.

- Joborama

Mrs. Pennington, Supervisor of Guidance and Testing, submitted a report on plans for the Joborama to be held on May 4 at the Howard Vocational-Technical Center. The purpose of the Joborama is to aid the seniors of Howard County schools who are not seeking further education in establishing contacts with

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potential employers of the area for gainful employment upon termination of their high school education. A complete report will be presented in the May report.

- School for Contemporary Education

Mrs. Zastrow, Supervisor of Special Education, reported that she had been working with the staff of the School for Contemporary Education to consider ways in which public school students currently enrolled in that school may obtain trial enrollment in a public school prior to returning on a full-time basis. In such cases, a staff member from the School for Contemporary Education will transport the child to the public school, talk with the principal and teacher, and remain with the child during the trial period. Following this an evaluation and recommendation will be made regarding placement of the student.

- Environmental Education

In response to the resolution regarding the development of Environmental Education programs, as passed by the Maryland State Department of Education, a committee on Environmental Education was appointed by the Superintendent. This committee has surveyed the curriculum being used in the Howard County schools to determine that which is currently being offered to students in relationship to environmental education. In addition, the committee has been obtaining information regarding various local environmental committees and the work they have been doing. Mr. Paul Keyser, Dr. Morris Woodson, Dr. Frederick Czarra, and Mr. Lee McFarlane represented Howard County at a one-week workshop held at the Catoctin Mountain National Park as part of the work of the statewide committee on Environmental Education which has been developing recommendations regarding such programs throughout the state. It is anticipated that a report, including recommendations, will be ready for submission to the Board of Education in October or November in time for consideration for the 1973/74 budget.

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- Task Force in Reading

Mr. John Soles, acting chairman of the Task Force in Reading, reported that currently the Task Force is reviewing that which is being done in Howard County schools to provide reading services for students. This encompasses all aspects of reading, including the developmental program, corrective reading programs, language impaired classes, specific learning disability classes, and programs for the gifted. An examination of these programs is being made to determine if the needs of all students are being met and if overlapping of responsibility creates difficulties in meeting these needs. The new Volunteer Program sponsored by the State Department and the National Reading Center is also being reviewed by the committee to determine the direction to be recommended for Howard County. A meeting is being scheduled with the Task Force in Reading and those persons participating in the volunteer workshop to develop recommendations for the program in Howard County. It is expected that recommendations may be presented to the Board of Education at the May meeting.

Members of the Board raised numerous questions concerning the present programs in the schools, methods of screening, at what age screening might be started, the effects on children of using different methods of teaching reading, what is being done to improve the reading skills of children without specific problems, and other facets of the teaching of reading. Members of the staff responded to these questions appropriately.

- Committee on the Gifted

Mrs. Zastrow, Chairman of the Committee on Education for the Gifted, reported that the committee has surveyed the student population in Howard County in grades three, five, eight, and ten, using the 1970-71 Lorge Thorndike test results to determine the number of gifted students in each of these levels in the Howard County schools, using a base IQ of 135 and above as the standard for identifying gifted students. Information obtained from this survey was tabulated in the report. In addition, the committee is attempting to determine whether it is possible to identify students within this category who may be classified as high risk students, or those who show a potential for having increased difficulties as they move through the school program. Information concerning the results of these studies is expected to be available to the committee prior to the end of the school year.

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Operation and Administration of Schools

- Scheduling

Mr. Sullivan, Director of Instruction, reported that, where scheduling allowed, a number of high school students had voluntarily scheduled classes during lunch time. A directive has been sent to all principals requesting that school counselors, as they advise students in the preparation of their 1972-73 schedules, scrutinize each student's program and ascertain that all students have an assigned lunch period.

- Guilford Elementary School

Dr. Hovet reported in detail on the efforts which have been made to provide continued improvement in the teacher-learning situation at the Guilford Elementary School. In addition to the steps which have already been taken, Dr. Goedeke advised the Board that if it is possible to identify an SLD teacher, such a class would be established at this school.

Media Services

- Mrs. Quinlan, Supervisor of Media Services, reported that staff consideration and study had been given to the media center and its place in the total school program. She reviewed the book circulation in the schools in the County and is considering steps for continually improving the use of the media center. Ideas considered included the changing of bus schedules. The consensus of the staff, however, is that the problem of continually improving the use of the media center and its materials is an internal one for the schools. The concept that the media center is the heart of the school has been accepted as part of the basic philosophy and the implementation into practice of this concept is a difficult but necessary process involving re-education of principals, teachers, librarians, and students.

Pupil Personnel Services

- Monthly Enrollment

Mr. Gilbert Miller, Supervisor of Pupil Personnel Services, reported that enrollment continued to show a steady increase during the period from September through February, with a total additional number of students of 154.

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- Average Daily Attendance

The average daily attendance for the public schools of Howard County indicates that pupils are attending school as well this year as they did last year. The percentage of absenteeism does not seem to be alarming as is the case in some other school districts.

Staff Recognition

- Dr. Hovet reported that several members of the staff had received recognition in various areas during the past month, namely, Mr. Charles Jones, Principal of Wilde Lake Middle School; Dr. John Jenkins, Principal of Wilde Lake High School; Mr. Gordon Hayward, Supervisor of English Language Arts and Foreign Languages; Miss Phyllis Sponaugle, Coordinator of Head Start; Mrs. Shirley Fink, Principal of West Friendship Elementary School; Miss Wilhelmina Oldfield, Supervisor of Elementary Schools; and Mr. Paul Keyser, Supervisor of Science.

Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, reported in the following areas:

Status of Construction Projects

- Mr. Joseph Ring submitted his monthly report on the status of buildings under construction. In this connection, Dr. Goedeke advised the Board that alternate plans were being prepared for housing children who will be assigned to Phelp's Luck, Swansfield, and Steven's Forest Elementary Schools in the event that these schools are not ready for occupancy on September 1 as scheduled.

Dr. Goedeke also advised the Board that bids for construction of the Dunloggin and Harper's Choice Middle Schools are due on April 27. Mr. Pfefferkorn questioned the \$100/day penalty clause, noting that he felt this sum to be ridiculous.

Mr. Zimmer also asked whether the State might be interested in reports on the performance of contractors. He suggested the possibility of setting up criteria whereby the counties could rate performance and eventually preclude some firms from bidding. Mr. Begeny replied that this is in process, and that locally his staff is working on qualification lists of bidders.



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Award of Contract for Construction of Oakland Mills High School

- The Board received copies of the tabulation of bids received for construction of Oakland Mills High School. Mr. Begeny advised that the State had approved award of the contract and four of the five alternates to Hill and Kimmel, Inc., in the amount of \$3,579,000, based upon the base bid and acceptance of alternates #2, #3, #4, and #5. It was further recommended that the construction contract include a clause whereby the Board of Education of Howard County retains an option to accept or reject alternate #1 on or before July 5, 1972. This alternate was for installation of bleacher seating for the football field, and the option recommended would allow the Board time to determine the manner in which it would prefer to handle this matter. On motion by Mr. Pfefferkorn, seconded by Mr. Sargent, the Board approved award of the contract as recommended.

Award of Contract for Air Conditioning Glenelg High School Auditorium

- On motion by Mr. Sargent, seconded by Mr. Pfefferkorn, the Board approved award of a contract for air conditioning the Glenelg High School auditorium to Ingleside Plumbing and Heating Company in the amount of \$34,222. All proposals received are on file in the offices of the New School Facilities and Planning section.

Award of Contract for Modernization of Elkridge Elementary School

- The Superintendent recommended that a contract be awarded to Duvall Engineering Company in the amount of \$757,300 for modernization of the Elkridge Elementary School. He advised the Board that the State Interagency Committee had approved such an award at its meeting on March 20, 1972. On motion by Mr. Zimmer, seconded by Mr. Sargent, the Board of Education approved this award.

Oakland Mills Middle School Kitchen Equipment

- The Superintendent recommended that the Board of Education approve the award of a contract to J. Norman Otto, Inc., to furnish and install the kitchen equipment in Oakland Mills Middle School, at a cost of \$28,042.28. Inasmuch as this is the same amount which this firm had submitted to the general contractor, Mr. Schoenbrodt requested that the staff check into the question of whether the sales tax which would have been included in the bid to the contractor should be a part of the bid to the Board of Education. The Board indicated that if the tax is deducted the contract can be processed.

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Funds for the Construction of the Addition to the Howard Vocational-Technical Center

- The Superintendent advised the Board that in FY '72 the State allowed \$84,000 for planning money for the addition to the Vocational-Technical Center. The capital budget for FY '73 as submitted to the State included a request for \$2,080,000 of State funds and \$20,000 in local funds. It is the understanding of the staff that although the construction monies were not approved for FY '73 there is a good possibility that the project can be funded through the contingency monies allowed in the State School Construction budget. Additionally, the chances for funding next fiscal year are enhanced by the fact that it should be possible to receive a grant from the State Department of Education for this project in the amount of \$1,082,419. This grant is made possible through the Area Vocational School Construction funds available to the State Department of Education. In order to receive such a grant it was necessary for the Board to approve a resolution requesting the County Council to petition the State Board of Education for the grant. The Superintendent recommended that the Board approve such a resolution. On motion by Mr. Sargent, seconded by Mr. Pfefferkorn, the Board approved the resolution to be submitted to the County Council.

Design Development Documents for Centennial Lane Elementary School and Whiskey Bottom Road Elementary School

- Mr. Sandlass, architect for the two subject schools, was present to review with the Board the design development documents. Mr. Begeny advised the Board that the plan had been approved by the State Interagency Committee. Mr. Sargent requested that the plans for access and egress roadways at the Centennial Lane school be changed to provide better entrance to Centennial Lane, and that he would like to see the parking level changed. Mr. Schoenbrodt commented that the safety factor is of prime concern and that whatever grading is done must be with that in mind. Mr. Sargent also raised some objections to the proposed exterior appearance, saying he found it rather forbidding. He requested the architect to review the proposed treatment, noting that this should not delay progress on the working drawings. In connection with the Whiskey Bottom Road facility, Mr. Schoenbrodt commented that he had understood the developer was to have utility lines into that school site. Mr. Begeny advised that under the agreement the developer enters into he will be required to install sewer relating to

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Section 4 of his development, which would provide a manhole immediately adjacent to the school property line. He further advised that the Department of Education is on record with the Department of Public Works that work on this school will not be started unless the Department of Education is assured that utilities will be there. The Board tabled approval of these documents until the afternoon meeting in order to consider the plans for Talbott Springs Elementary School also, asking that the chairman of the committee which wrote the program for these schools be present to answer questions regarding the layout of the interior of the schools.

Design Development Review of the Plans for the Talbott Springs Elementary School

- Mr. Eugene Smeallie, architect for the Talbott Springs Elementary School, presented the plans for this facility. Mr. Schoenbrodt remarked that he was concerned about the center core, noting that if it is the instructional materials center it should be easily available. Dr. Goedeke pointed out that this plan has a basic difference from those shown during the morning session. By placing the lavatories outside the teaching pod areas, a barrier is provided, but he did not believe it would impede or hamper the use of the center. Additionally, this plan provides for one instructional area between each of the pods which can be utilized for group instruction in a self-contained area. He further commented that this was one way of providing for what the educational specifications called for; that it is the feeling of the staff that there is no one best way of building a school; and that the staff is trying to provide alternates or options.

Mr. Zimmer noted the lack of windows and asked whether there was a policy concerning this type of construction. Mr. Begeny replied that there was no stated policy, but that considerations of cost influenced the choice of this type of construction. After some further discussion concerning the plans for these three schools, the staff was requested to prepare a statement containing some general ideas on standardization of items such as windows or no windows, heating and air conditioning systems, finish of interior walls, etc.

Mr. Sargent moved that the plans for the Centennial Lane, Whiskey Bottom Road, and Talbott Springs Elementary Schools be approved with the stipulation that the architects for these facilities be requested to reconsider the architectural expression of the exteriors. Mrs. Reeder seconded the motion, which carried.

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Vocational-Technical Center Addition

- Mr. Murray, architect for the subject facility, and members of his staff presented the schematic design for the proposed addition. The architects indicated a total cost of \$2,184,000 for the addition. The original building cost approximately \$1,500,000. The estimate for the addition includes fixed equipment and \$170,000 worth of other equipment which it will be necessary to purchase. It will probably also be necessary to add another boiler. A cost of \$1,815,000 is estimated for the structure itself. Mr. Zimmer moved that the schematics be approved, with Mr. Sargent seconding the motion. Before voting on the motion the Board discussed with the staff the timing of approval of various phases as such action relates to approval by the State Interagency Committee. Mr. Begeny pointed out that after the Board of Education had approved a set of drawings it was possible that the Interagency Committee would require some changes before giving its approval. He asked whether the Board could give guidelines as to the amount of flexibility the architect would have in incorporating such changes. Dr. Goedeke observed that it might be necessary to have special open meetings on architectural work in view of the increasing number of projects and the need to expedite approval of the various phases. Mr. Murray assured the Board that he would make a complete interim drawing presentation at a future meeting of the Board. At the close of this discussion the Board approved the schematic drawings and authorized the architect to proceed with interim drawings.

Dr. Louis A. Sedlak, Supervisor of Personnel Services, presented his report covering the following areas:

Resignations

- The Secretary recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Burton, Velva A.	El. City El.	Grade 1	Moving away	4/14/72
Clifton, Nancy	Maternity Leave		Resigning from leave	6/30/72
Davis, Elizabeth	Maternity Leave		Resigning from leave	6/30/72
Gabriel, Marilyn	Savage El.	Grade 5	Home responsibility	6/30/72
Kirschner, Linda	Study Leave		Resigning from leave	6/30/72
Newton, Linda	Hammond El.	El. Tch.	Moving away	4/10/72
Saari, Nancy L.	Faulkner Ridge	Team 1	Maternity	3/13/72
Schlosser, Charlotte	Maternity Leave		Resigning from leave	6/30/72
Specter, Christine	El. City El.	Grade 5	Maternity	3/8/72
Stutsman, Donald	Hammond M.	Science	Illness	3/3/72

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On motion by Mr. Sargent, seconded by Mr. Pfefferkorn, the Board approved the Secretary's recommendation.

- The Secretary recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Salary</u>
Brotman, Gail	Waterloo M.	English & Reading	3/20/72	\$ 7,500
Chidester, Dorothy	Running Brook	El. Tch.	3/9/72	10,540
Holtzman, Elaine	Hammond M.	Science	3/9/72	8,296
Wang, Patricia	Running Brook	Media	3/3/72	8,550

On motion by Mrs. Reeder, seconded by Mr. Sargent, the Secretary's recommendation was approved.

- The Secretary recommended that the following requests for leave of absence be approved:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Reason</u>
Bower, Dorothy	Howard	Guidance	7/1/71 to 6/30/72	Retroactive acceptance to be eligible for retirement
Bridner, Elwood	Mt. Hebron	Soc. St.	9/1/72 to 6/30/73	Educational Leave
Ridgeway, Ann	Longfellow	Pod B	6/30/72	Maternity
Rohrer, Howard	St. John's	Music	9/1/72 to 1/31/73	Educational Leave
Thaler, Susan	Mt. Hebron	Phys. Ed.	6/30/72	Maternity
Howard, Margaret	Clarks. El.	Reading	3/20/72	Illness

On motion by Mr. Pfefferkorn, seconded by Mr. Zimmer, the Board approved the Secretary's recommendation.

### Retirements

- The Secretary recommended that the following retirements be approved:

Mr. James Wilson Lord, Principal of Atholton Elementary School

Mrs. Mary S. Lord, teacher at Atholton Elementary School

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The Secretary further recommended that the following resolutions be adopted and spread upon the minutes of this meeting, and, further, that suitably framed copies be presented to Mr. and Mrs. Lord. On motion by Mr. Pfefferkorn, seconded by Mr. Sargent, the Board approved the Secretary's recommendations.

J. WILSON LORD, JR.

WHEREAS, Mr. J. Wilson Lord, Jr., Principal of the Atholton Elementary School, will retire from active service on June 30, 1972, following forty-five years of service to the children and youth of Howard County as a teacher and as a principal; and

WHEREAS, Mr. Lord is concluding a distinguished educational career in which he has received various honors, including recognition from the Maryland State Department of Education for establishing the only Standard One-Room School in Howard County; and

WHEREAS, He was the first principal of the Scaggsville Elementary School, and the first and only principal to date of the Atholton Elementary School, and also served as principal of the Ellicott City Elementary School; and

WHEREAS; Mr. Lord worked with his fellow professionals in the development of major elementary curriculum guides for Howard County; and

WHEREAS, Mr. Lord has served two terms as President of the Howard County Association of Elementary School Principals; and

WHEREAS, His service to the children and youth of this County has been characterized by zeal, dedication, compassion, and kindness; now, therefore

BE IT RESOLVED, That the Board of Education expresses its sincere appreciation for his professional services while it acknowledges his retirement with regret; and

BE IT FURTHER RESOLVED, That the Board of Education wishes good health and happiness to Mr. Lord in the years ahead, and is joined by the staff of the Department of Education in wishing him Godspeed.

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MRS. MARY S. LORD

WHEREAS, Mrs. Mary S. Lord, a member of the faculty of the Atholton Elementary School, has requested retirement from teaching in the Howard County public schools as of June 30, 1972; and

WHEREAS, She has served in the capacity of teacher for thirty-two and one-half years; and

WHEREAS, She has rendered faithful and exemplary service to the pupils who have been given into her care; and

WHEREAS, She is concluding her teaching service in Howard County at the Atholton Elementary School, following service in other Maryland counties and the Ellicott City Elementary School; now, therefore

BE IT RESOLVED, That the Board of Education expresses its thanks to Mrs. Lord for her service to children; and

BE IT RESOLVED, That the Board of Education expresses its thanks to Mrs. Lord for her instruction of the children who have attended the Atholton Elementary School since its opening in 1961; and

BE IT FURTHER RESOLVED, That the Board of Education of Howard County and the Department of Education join in wishing Mrs. Lord many years of joy and health following her retirement.

#### Appointments and Promotions

- The Secretary recommended that the Board approve appointment of Dr. Louise F. Waynant to the position of Supervisor of Reading, effective no later than July 1, 1972. The Board received copies of biographical data concerning Dr. Waynant. On motion by Mrs. Reeder, seconded by Mr. Sargent, the Board approved this appointment.

The Secretary presented the following items of business for consideration by the Board:

#### Old Business

- Letter from the Philadelphia Regional Office of the Department of Health, Education and Welfare - Office for Civil Rights

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Dr. Goedeke advised the Board that a survey of the Howard County public schools had been conducted in the fall of 1971 by the Office of Civil Rights, H.E.W. This survey came about because of a letter written by the local branch of the NAACP requesting the Office of Civil Rights to make such a survey and review certain allegations made by the NAACP. The Board had received copies of the report of the Regional Civil Rights Director, Dr. Eloise Severinson, as a result of this survey. Dr. Goedeke presented a list of points which he felt should be included in any reply to Dr. Severinson, and reviewed these with the Board. At the close of his review, on motion by Mr. Zimmer, seconded by Mr. Pfefferkorn and carried, the Board directed Dr. Goedeke to reply to Dr. Severinson in the manner outlined.

- Atholton Elementary School P.T.A. Resolution

The Board received copies of a memorandum from Dr. John Freudenberger to Dr. Goedeke setting forth a proposal to be sent to consultants who wished to be engaged by the Board to evaluate and establish directions and goals for the Howard County public schools. This was prepared in response to the resolution of the Atholton Elementary School P.T.A. requesting such a study. The Board discussed in some detail the function of an outside evaluating group; whether it could be asked both to determine what is wrong with the system and what the cure should be; whether a survey of the County should first be conducted to determine whether such a study is considered desirable by a majority of citizens; whether the results of such a survey might be turned over to a citizens' committee to suggest the cure; and related considerations. At this time Mr. Schoenbrodt stated that he felt there had not been sufficient consideration given to this matter by the Board as a group, and requested that further discussion be tabled until the Board could meet in a working session.

- Drug Problem

Members of the Board received copies of the Department of Education Report to the Howard County Coordinating Commission for Drug Abuse Control dated December 14, 1971. They also received copies of the Interim Report of the Commission which had been submitted to Mr. Jones, County Executive. Dr. Goedeke stated that he had thought the Department of Education had made a positive statement to the Commission



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concerning what it is doing in this area. He went on to say that there were several points in the Commission Report to Mr. Jones to which he would like to respond. Noting that he realized some of the statements are privileged information in terms of who said them and in terms of specifics, Dr. Goedeke pointed out that unless the staff can get specifics and can follow through where necessary, it is going to be difficult to make improvements. He then reviewed the Commission Report, pointing out instances where he felt that there were discrepancies between that which was included in the report and that which the Department of Education had done and was doing in this area.

At this time, Mr. Zimmer said he would like to hear from Mrs. Pehovic, a member of the Commission. Mrs. Pehovic replied that the Commission had adopted a policy that it is accountable to Mr. Jones and any questions should be directed to him. She also said she would like to state that the report stands. Mr. Zimmer commented that the point is that the Board would like to know not just what is wrong, but in what direction it should be moving.

Members of the staff responded to questions concerning the courses offered, involvement of parents, and other items relating to the work the Department of Education is doing. Mr. Soles commented that the staff felt one of the things that will come out of the courses is probably the most up-to-date knowledge about drug usage by young people, and that it was hoped that the staff would be able to start working on results by the end of the school year.

Mr. Pfefferkorn addressed a question to Mrs. Pehovic, saying that if the Commission had vital information he felt as a Board member the staff might really wish to have any suggestions the Commission could make. Mrs. Pehovic replied that the Board might make a request to Mr. Jones for release of this information, and Mr. Pfefferkorn agreed that this could be done.

#### Appointments

- A presentation by Mrs. Ruth Keeton, a member of the Middle Patuxent Valley Association, of a report concerning the preservation of the Middle Patuxent River Valley as a nature preserve was postponed and will be re-scheduled.

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New Business

- Proposed School Calendar for 1972/73

On motion by Mrs. Reeder, seconded by Mr. Pfefferkorn, the Board adopted the school calendar for 1972/73 as presented.

- Approval of Operating Budget for FY '73

The Superintendent recommended that the budget for FY '73 be approved in the amount of \$16,126,832 insofar as the County's share is concerned. On motion by Mr. Sargent, seconded by Mr. Zimmer, the Board approved submission of this budget to the County Executive. Copies of the proposed budget are available in the central office. The Secretary then presented the Operating Expense Five Year Program, 1974/78, and requested that this program be approved for submission to the County Executive. On motion by Mrs. Reeder, seconded by Mr. Zimmer, the Board approved the Operating Expense Five Year Program.

- Annual Report for the School Year Ending June 30, 1971

The Board received copies of the Annual Report for the School Year Ending June 30, 1971. The President commended Dr. Pyles and Dr. Hovet on the report. Mr. Zimmer added that it was a fine report, well done, and that it reads well and pictorially is well illustrated.

- Schedule for Board of Education Meetings for the Year 1972/73

The Board received copies of the schedule for the regular monthly meetings of the Board for 1972/73, scheduled on the first Tuesday of the month. Inasmuch as two dates fall on legal holidays and will, therefore, have to be rescheduled, and that several other dates conflict with school holidays, the Board was asked to consider holding these meetings on the second Tuesday of each month. The members of the Board approved this suggestion and requested that a new schedule be presented at the next meeting.

- Policy Concerning the Publication of the Results of County-wide Testing

The Board received copies of the proposed policy concerning the publication of the results of countywide testing. There was some discussion concerning the desirability of publishing these results, and the value of rating individual schools

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in order to know where extra attention is needed to bring the lower ranking schools up to the level of the higher rated schools. At the close of the discussion, on motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board adopted the following policy:

POLICY STATEMENT REGARDING  
REPORTING RESULTS OF COUNTYWIDE TEST PROGRAM

I. Background Statement

- A. The primary purpose of educational testing is to furnish data necessary to use as the basis for developmental and remedial instruction so that learning may be expedited and deficiencies corrected.
- B. The results of standardized testing should be made known to the professional staff and other concerned parties in the form most appropriate to the nature of their concern. Instructional staff members need to know both systemwide and individual results in order to engage in program and pupil appraisal. Information concerning results of systemwide testing should be provided annually to the public and to the Board of Education. Parents should receive information about the performance of their own children from the professional staff of the schools which their children attend.
- C. Measures of potential to learn (intelligence tests) have limitations and need to be interpreted by trained personnel. In the interpretation, the student potential to achieve must be considered when achievement on standardized tests is evaluated. For some individuals, a score below national norms may be at the actual level of expectancy when based upon the student's measured potential to learn. On the other hand, even though a score is above the norm, there may be cause for concern as the score might be lower than that which is expected on the basis of measured learning potential.

II. Reporting Results

A. Achievement Test Scores

- 1. Results of individual school standardized tests shall be provided to the principal of each school so that the staff may use the information to facilitate the instruction and placement of students.

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2. Test results shall be made available to central office professional staff so that an evaluation can be made of the effectiveness of current curriculum programs on a countywide basis.
3. Information regarding scores of individual students shall be made available to parents as soon as possible during the school year in which the tests are administered. Appropriate explanatory material shall accompany such information to enable parents to interpret the data properly.
4. Through an annual report to the Board of Education, the general public shall receive summary data on achievement test results as compared to national norms. Such results should be accompanied by appropriate background information designed to facilitate interpretation.

B. Intelligence Test Scores

1. Intelligence test scores shall be made available to parents on request through a conference with an instructional staff member.
2. Intelligence test scores are summarized at the same time as countywide achievement scores and are reported in the same manner as indicated for achievement tests.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Sordike*

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Tuesday, May 2, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, May 2, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Warren G. Sargent  
 Austin A. Zimmer  
 M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent - Administration  
 and Finance  
 Mary R. Hovet, Assistant Superintendent - Curriculum and  
 Instruction

On motion duly made, seconded, and carried, the Board approved the minutes of the regular monthly meeting held April 4, 1972, as submitted.

Additions were made to the agenda, after which, on motion duly made, seconded, and carried the agenda was approved as amended.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantaged). Miss Phyllis Sponaugle, Coordinator, and members of the staff are currently studying new data recently received from the State Department of Education relating to program eligibility and comparability standards to be effective in 1973 projects. It is planned that the implications of these analyses will be reported to the Board at its June meeting.

Title II (Library Materials). There were no new developments during the preceding month.

- National Defense Education Act (NDEA)

There were no new developments during the preceding month.

- Other Grant Programs

There were no new developments during the preceding month.

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Pupil Transportation

## - Transfer of Bus Contracts

The Board was requested to approve transfer of the following bus contracts for the 1972/73 year:

#209 from Mr. Alexander B. Fowler to  
Mrs. Dorothy Mae Skinner

#210 from Mr. Roger Thomas to Mr. Joseph  
L. Poteet

#74 from Mr. Carlee M. Jones to Mr. Thomas  
W. Leishear

#76 from Mrs. Barbara Rice, who was to have  
purchased this contract from Mr. Theodore H.  
Schaefer, to Mr. Eldon L. Hart

In all of the above instances the transfers were made because of unusual circumstances and because time was an important factor if the buses were to be available in September, 1972 for the opening of school.

On motion duly made, seconded, and carried the Board approved the action taken by the Supervisor of Transportation.

## - Action of School Buses in the Elkridge Area

The Supervisor of Transportation reported that in response to Mr. Zimmer's comments on the action of bus drivers in the Elkridge area he had talked to those involved, and that the drivers were made aware again that it was necessary to set an example for all other drivers. The report noted that the Transportation section and school bus contractors want all infractions reported, but requested details as to bus number, time, and place of infraction so that the individual driver can be contacted and the situation or problem if any can be reviewed.

Maintenance and Operations

## - Disposition of Surplus or Obsolete Property

Implementation of the plan for disposition of surplus property approved by the Board at the April meeting has

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started. All school principals have been advised of items to be advertised and have been given a time period in which to claim anything they may feel has educational value in their schools. Immediately thereafter, bids will be invited for the purchase of the remaining items.

- Routine Maintenance Activity

Mr. Walter Buchman, Director, reported that he accompanied the representative from the State Fire Marshal's office on an inspection trip to all schools. No major infractions were observed.

As an example of the repair work now successfully performed on audio-visual equipment by maintenance staff repairmen, a list of work accomplished in this area was submitted.

Food Services

- Satellite Program Study

Mr. Eugene A. Jacobs met with Mrs. Joan Weatherholtz, Supervisor, and with Dr. Pyles in order to implement the study proposal approved in April by the Board. Further developments will be reported in June, with a final report expected in July.

- Quarterly Statement of Revenues and Expenditures for the Quarter Ending March 31, 1972

The Board received copies of the subject report for its information.

Purchasing

- Award of Contracts

The Board approved award of contracts for the following materials and/or services for the Howard County public schools:

Blacktop Paving for Various Howard County Schools to A. G. Parrot Company in the amount of \$17,013

Small Cafeteria Equipment

Vendor	Oakland Mills	Steven's Forest	Swansfield	Phelp's Luck
J. Norman Otto	\$2,843.82	\$2,307.54	\$2,307.54	\$2,307.54
Nasco	49.52	31.04	31.04	31.04
JanitorsSupplyHouse	131.46	131.46	131.46	131.46
Adams-Burch, Inc.	473.54	402.78	402.78	402.78
Lee Markey Equip.	834.35	723.88	723.88	723.88
	\$4,322.69	\$2,596.70	\$2,596.70	\$2,596.70



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## Custodial Supplies for 1972-73

Baer Supply Company	\$5,030.23
Bauer Chemical Company	1,082.75
Commercial Wiping Cloth Co.	420.00
Janitors Supply House, Inc.	350.00
Sterling Chemical Co.	950.40
Bond Sanitary Products	674.00
Huntington Laboratories	369.75
Total	<u>\$8,877.13</u>

## General Instructional Supplies

Baltimore Stationery Co.	\$ 673.10
Kurtz Brothers	2,595.85
Paul M. Adams Company	4,718.11
J. L. Hammett	1,556.23
Total	<u>\$9,543.29</u>

## Music Equipment for Oakland Mills Middle School

Yeager's Music Store	\$1,503.00
Menchey Music Service, Inc.	6,965.63
Rosso Brothers Music Co.	950.00
Total	<u>\$9,418.63</u>

Before voting on the award of the contracts to supply music equipment for Oakland Mills Middle School, the Board asked whether older schools were equipped as well as the new schools, noting that there had been complaints from parents of students in the older schools concerning the quantity and quality of the musical instruments available. Dr. Pyles said he would have an inventory prepared, to be presented to the Board at the next meeting. After this discussion, the Board approved award of the contracts as recommended.

All bids received are on file for inspection by interested parties.

Finance

- Operating and Capital Budget Balance Sheets as at March 31, 1972

The Board received copies of the balance sheets for the operating and capital budgets as at March 31, 1972.

Dr. Pyles pointed out that four accounts in the capital

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budget had been closed out, and that several others were still open because of minor items which should be cleared up shortly.

- Statement from Board Attorney

Dr. Goedeke advised the Board that he had received a bill from the Board attorney, but that the amount exceeded that budgeted in that account. He asked permission to pay the bill, using the funds available in the appropriate accounts, and using funds from the contingency account to cover the difference. On motion duly made, seconded, and carried the Board approved the Superintendent's request.

Dr. Hovet, Assistant Superintendent - Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Career Fair

Mrs. Media Pennington, Supervisor of Guidance and Testing, reported that approximately one thousand ninth grade students attended the first countywide Career Fair at Kaylor Hall on March 15 and 16. Twenty-seven participants represented the following broad areas of careers: Agriculture and Fisheries; Construction; Health; Manufacturing and Industry; Personal Services; Public Utilities and Communication; Real Estate and Insurance, and Social Services and Transportation.

- Governor's Conference on Career Education

Dr. Hovet, Mrs. Pennington, Mr. Max Smith, and Mr. John Soles will represent Howard County at the Governor's Conference on Career Education to be held on May 18 from 1:00 p.m. until 9:00 p.m. at the Eastwind in Baltimore. This conference will serve as a preliminary to two statewide meetings scheduled by the Maryland State Department of Education for June 27 and 29 for administrators and supervisors throughout the State.

- Drug Education Workshop

Mr. Paul Keyser, Supervisor of Science, reported that an in-service meeting was held for representatives of all elementary and middle schools on Tuesday, April 25, to orient them to the new curriculum guide recently completed for drug education. Attending the meeting were all elementary

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and middle school principals, primary and intermediate teachers from each elementary school, and the health instructors at the middle school level. Each of the elementary teams has the responsibility of orienting the school faculty to the drug curriculum guide so that the program may be implemented in all schools prior to the end of the current school year.

- Drugmobile

The Department of Education, in cooperation with the Clarksville Lions Club, is sponsoring a drugmobile made available by the National Institute of Mental Health. This unit will visit each middle and high school during the month of May and the early part of June. Principals have been asked to develop a schedule whereby as many students as possible will have the opportunity to see the program. During the evenings the drugmobile will be open to parents and students in the community. A copy of the school schedule for the drugmobile was included in Dr. Hovet's report.

- Mathematics and Communication Skills Project

Mrs. Louise Watkins, Supervisor of Mathematics, and Mr. Gordon Hayward, Supervisor of English Language Arts, have announced that plans have been developed for the second year of the Mathematics and Communication Skills Project during 1972-73. Details of the operation of this project were included in the report.

- Teacher Education Centers (Student Teaching Programs in Howard County)

During the 1971-72 school year, approximately three hundred student teachers from various colleges and universities have received their student teaching experience in the Howard County Public Schools. A breakdown showing the colleges which had student teachers assigned to Howard County, and the schools to which they were assigned, was included in this report, together with a brief description of the way in which each of the participating colleges administers its program. It was noted that in addition to the subjects already included plans are being made to include student teachers in music and industrial arts in the 1972-73 school year.

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- Curriculum Council

Mr. John Soles, Assistant Director of Curriculum, reported that during the 1970-71 school year the in-service program was devoted to teacher committees which were established to study and make recommendations relating to curriculum. A total of thirty-one committees was established, the majority of which developed recommendations which were made through the central office. These recommendations were reviewed by the Curriculum Council Steering Committee, made up of the chairmen of all the curriculum committees in addition to the Director of Instruction and Supervisor of Curriculum and the supervisors of secondary and elementary schools. Included as part of Dr. Hovet's report was a compilation of all the Curriculum Council recommendations and the recommendations and actions taken at the time the compilation was made.

- Future Homemakers Association

Mrs. Joan Weatherholtz, Supervisor of Home Economics, reported that Miss Martha Zavada of Glenelg High School has participated in a community activity in which the Future Homemakers of America elected to work with the special education children of Howard County as a project. A brief description of the activities of this group was included as part of the report. Future plans call for attempting to develop a permanent arrangement whereby each member would be given an opportunity to visit the Pupil Services Center on a regular basis. Each girl would work as a teacher aide helping to carry out the home economics program which is offered to the special education students.

- Task Force in Reading

Mr. John Soles, acting chairman of the Task Force on Reading, reports that the Task Force is continuing to develop plans for the volunteer programs so that they may be initiated in the fall. The Task Force recommended, due to the time requirement for training of volunteers and of supervision of programs, that pilot projects be initiated in the fall. Pilot schools recommended are Guilford Elementary, Lisbon Elementary, and Waterloo Middle. A training program for volunteers from selected schools will be held in September, 1972. Miss Mary White, Supervisor of Elementary Schools; Mrs. Clara Mae Boender, Reading Specialist; and Mrs. Cleopatra House, Reading Specialist, have completed the program which qualifies them to train volunteers. Each one is planning to train twenty volunteers to be available to help in each of the three schools when the program is initiated.

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A sub-committee of the Task Force is currently developing job specifications for volunteers and for school coordinators. These will be reported to the Board when they have been approved by the total committee. Based upon the experience of the pilot programs, additional recommendations will be made regarding future expansion of the program.

Mr. Pfefferkorn commented that he liked the idea but thought perhaps an evaluation at the half year would be desirable. He also commented that he would like to see this project speeded up if possible. Dr. Hovet replied that it probably could not be implemented before September, because the aides need to know what they are to do and the teachers need to know how to use aides. Mr. Pfefferkorn suggested that it might be possible to poll seniors having release time to man the elementary schools, and also to enlist the aid of the PTA's.

#### Operation and Administration of Schools

- No report for the preceding month.

#### Media Services

- No report for the preceding month.

#### Pupil Personnel Services

- Mr. Gilbert Miller, Supervisor of Pupil Personnel, reported on the availability of a new agency with services for the community. Woodstock College has been taken over by the Federal Department of Employment and Security for the establishment of a residential manpower center designed to train youth for specific labor markets in well defined geographic areas. The program offers the youth remedial education with provisions of integrated studies with vocational training. Living accommodations are available, if needed, plus medical and dental services. Special services for professional guidance and counseling assistance are furnished in finding jobs when a student completes the course. Many students from deprived environments will have an opportunity to perform and achieve at the new center.

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Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, presented his report covering the following areas:

- Status of Construction Projects

The Board received copies of the report covering the status of projects under construction. Mr. Begeny commented that he still did not preclude completion of the three elementary schools by September, noting that the contractors were working very hard to complete these jobs, with good indication that they are recovering much of the time lost. Mr. Schoenbrodt commented that in fairness to the contractors the delay is not wholly attributable to them, and asked when the bids were received. Mr. Begeny replied that Steven's Forest and Swansfield were received in September, but contracts could not be awarded until October. Part of this delay was caused by the assumption by the State of the construction of the school facilities.

Mr. Zimmer remarked that he did not see the renovation of the Elkridge Elementary School in the report. After a discussion between members of the Board and the staff relative to the delay caused by the procedures necessary to obtain a building permit, Mr. Zimmer commented that he felt the Board of Education should go on record with the Department of Public Works protesting the amount of time required to obtain the necessary permits. He asked for a review at the next meeting of what had been done to streamline this process. Several suggestions were made by members of the Board as to ways in which the necessary approvals might be obtained in a shorter time. Mr. Begeny advised that Mr. Harris had issued a process in terms of the time his office needed, and that he would report on this subject at the next meeting.

- Site Plans for Centennial Lane and Whiskey Bottom Road Schools

Mr. Sandlass, architect, presented drawings showing the revised exit from the Centennial Lane school, with a driveway wide enough for cars to move even while buses are waiting in the drive. Mr. Schoenbrodt asked that the Roads Department be requested to place appropriate signs at the entrances and exits of all schools prior to their opening.

Mr. Zimmer suggested that the Whiskey Bottom Road school be turned 90° to provide better space. Mr. Sandlass replied that this arrangement had been tried, along with several others, and that the proposed plan works better than any of those studied.

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On motion duly made, seconded, and carried the Board approved the two site plans.

- Exterior Treatment of Centennial Lane and Whiskey Bottom Road Elementary Schools

Mr. Sandlass presented sketches showing the revised exterior plans for the two subject schools, which had been done in accordance with suggestions made at the April meeting of the Board. On motion by Mrs. Reeder, seconded by Mr. Sargent, the Board approved the new treatment.

- Recommendation for Advanced Site Preparation for the Centennial Lane and Whiskey Bottom Road Elementary Schools

Mr. Begeny presented a proposal for pregrading of the two subject schools, pointing out that this procedure was desirable in order to meet the time schedule for construction. He also reminded the Board that pregrading of the Dunloggin Middle School site had been approved by the Interagency Committee, and that he did not anticipate any objections for these two projects. In reply to a question from Mr. Schoenbrodt concerning possible additional cost, Mr. Begeny replied that he did not think there would be any and, in fact, that the cost might be less. On motion by Mr. Sargent, seconded by Mr. Zimmer, the Board approved the recommendation for pregrading Centennial Lane and Whiskey Bottom Road Elementary School sites.

- Sewer Service and Street Paving at Whiskey Bottom Road Elementary School Site

Mr. Begeny presented a recommendation concerning construction of the sewer to serve the Whiskey Bottom Road Elementary School under a developer's agreement, noting that the Board would recover some of the cost when the area the sewer would serve is developed. Mr. Schoenbrodt objected to this sort of arrangement, commenting that the developer would benefit to the greatest extent, and that he did not feel the Board of Education should bear this expense. After some discussion as to cost, and what might be recovered, the Board directed that further meetings be held with the developer in an effort to have the sewer line provided to the school site at no cost to the Board of Education. The Board is willing to advance the money for installation of the sewer, but requested the staff to vigorously pursue the obtaining of full reimbursement with the developer.

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Mr. Begeny presented a schedule covering the construction of North Laurel Road in front of the school site. This had been agreed on in conferences with the developer. He advised that it was his understanding that the County required the posting of a bond covering completion date of the road and that this would be obtained before a contract for construction of the school would be signed.

The architect was instructed to proceed as rapidly as possible with drawings and the contract documents so that the project might be put out for bid as soon as all approvals are obtained.

- Centennial Lane Elementary School Sewer Line

Mr. Begeny advised that because of the moratorium on the extension of sewer lines it appeared that this school would not have sewer connections until 1976. He, therefore, recommended that percolation tests be conducted and, if these are satisfactory, a septic system be installed to serve the school until such time as the sewer line is constructed. The septic system would be installed along the line of the sewer system in order to facilitate hookup at the least possible cost. The Board agreed that this approach should be made.

- Talbott Springs Elementary School

Mr. Janka, architect, and Mr. Savern, site engineer, met with the Board to present the final site plan for the Talbott Springs Elementary School. Approval was requested in order that scheduling of the work prerequisite to obtaining necessary approvals might begin. A review of the exterior treatment will be presented at the June meeting. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the site plan was approved, assuming that a third entrance is included.

- Award of Contracts for Construction of the Dunloggin Middle School and the Harper's Choice Middle School

The Board recieved copies of the bids which had been received for the construction of the Dunloggin and Harper's Choice Middle Schools. Dr. Goedeke reviewed the bidding and explained the nature of the alternates which had been included. He advised the Board that alternate #3 permitted a flat type of ceiling similar to that which we have in existing buildings, and that alternate #4 called for use of the same general type of carpeting which requires an underlayment, again similar to that which we have in existing buildings. Acceptance of these two alternates would permit a savings to the



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State of approximately \$17,000 on the total bid. He pointed out that while the base bid submitted by Charles J. Cirelli appeared to be the lowest, acceptance of alternates #3 and #4 as described above would result in Morrow Brothers being the low bidder and save the State approximately \$17,000. He recommended that the Board approve acceptance of alternates #3 and #4 and that the contracts be awarded to Morrow Brothers subject to approval by the Interagency Committee of the State School Construction Program. On this basis, the total amount of the contract for Dunloggin Middle School is \$1,963,323, and for the Harper's Choice Middle School \$1,974,697, or a combined total of \$3,938,020. On motion by Mr. Zimmer, seconded by Mr. Sargent, the Board approved the Superintendent's recommendation and directed that it be submitted to the Interagency Committee for approval.

Dr. Louis Sedlak, Supervisor of Personnel Services, presented his report covering the following areas:

#### Resignations

The Superintendent recommended that the following resignations be accepted, effective June 30, 1972:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>
Britt, Dorothy	Atholton El.	Librarian	Dissatisfied
Cawley, Virginia	Guilford El.	Librarian	Dissatisfied
Mathias, Glenn	Military Lv.	Ind. Arts	Resigning from leave
Mayhue, Linda	Guilford El.	Grade 5	Moving away
McKenzie, Mary	Maternity Lv.	Grade 6	Resigning from leave
Pearl, Linda	Longfellow El.	SLD	Travel
Pryce, Barbara	Elkridge El.	Grade 3	Maternity
Sharp, Rebecca	Maternity Lv.	Phys. Ed.	Resigning from leave
Sherline, Diane	Wilde Lake M.	Fr. & Eng.	Moving away
Vaughan, Cecelia	Wilde Lake H.	Soc. St.	Teaching in another state
Warfield, Maxine	Atholton H.	English	Home resp.
Yates, Virginia	Clarksville El.	Grade 4	Maternity

On motion duly made, seconded, and carried, the Board approved the Secretary's recommendation.

Teachers' Contracts

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The Superintendent recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Effective Date</u>	<u>Annual Salary</u>
Burns, Kathleen	Waterloo El.	Grades 4-5	4/10/72	\$7,500
Clark, Kaye	Phelps Luck El.	Kindergarten	8/30/72	7,500
D'Antuono, Michael	RunningBrookEl.	Elem. Tchr.	4/10/72	8,296*
Hammett, John J.	Lisbon Elem.	Elem. Tchr.	8/30/72	7,500
Israel, Roberta J.	Northfield Elem.	Elem. Tchr.	8/30/72	7,500
Negley, Janice E.	Hammond Elem.	Grade 3	4/10/72	7,500
Shulik, Jacqueline	FaulknerRidgeEl.	Elem. Tchr.	4/10/72	9,888
Surra, Catherine	Howard High	HomeEc.	4/10/72	7,500
Thomas, Elaine	OaklandMillsM.	French	8/30/72	8,694
Weida, Timothy	Swansfield El.	Elem. Tchr.	8/30/72	8,296
Wright, Richard T.	Oakland Mills M.	Science	8/30/72	9,092

\* Indicates 2 years military service

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Requests for Leave of Absence

None

Retirements

None

Deaths

The Secretary recommended that the Board approve the following:

It is with deep regret that we report the death of Mr. Lemuel Fisher on April 27, 1972. Mr. Fisher received his B.S. in 1939 from Indiana State Teachers College. He taught in Johnstown High School, Johnstown, Pennsylvania (1931-1947). Mr. Fisher had been a business education teacher in Howard High School since September, 1952, the opening year of Howard High. During his tenure at Howard High, Mr. Fisher earned an Advanced Professional Certificate and a Master's Equivalent.

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Mr. Fisher was an active participant in the St. John's Episcopal Church. He was a member of the Ellicott City Lion's Club. He will always be remembered for his activities with the Senior Class. He sponsored the class trip and Class Night for many years. His untimely death will leave a real void in the life of the school community.

The Board and Staff extend their heartfelt sympathy to Mr. Fisher's wife, children, and family.

It is recommended that the Board adopt the foregoing and that it be spread on the minutes of this meeting. It is further recommended that a suitably framed copy be presented to Mrs. Fisher.

On motion duly made, seconded, and carried the Board approved the foregoing.

#### Appointments and Promotions

The Secretary recommended that the following appointments and promotions be approved:

Dr. Lee Smith to the principalship of the Longfellow Elementary School, effective July 1, 1972

Mrs. Shirley Kellam to the principalship of the Atholton Elementary School, effective July 1, 1972

Mr. Donald G. Hoes to the principalship of the Swansfield Elementary School, effective July 1, 1972

Mrs. Joyce Majewski to the principalship of the Steven's Forest Elementary School, effective July 1, 1972

Mr. David MacPherson, to be transferred from the principalship of the Waterloo Elementary School to the principalship of the Phelp's Luck Elementary School, effective July 1, 1972

Mr. Donald VanOstrand, to serve as principal of the Waterloo Elementary School during the time of the modernization of the Elkridge Elementary School. Upon completion of the modernization of the Elkridge Elementary School, Mr. VanOstrand would return there as principal and a new principal will be appointed at that time for the Waterloo Elementary School.

The Board received biographical data on the new appointees. On motion duly made, seconded, and carried, these appointments, promotions, and transfers were approved.

The Superintendent presented the following for consideration by the Board:

Old Business

- Schedule of Dates for the Meetings of the Board of Education During 1972-73

On motion duly made, seconded, and carried the Board approved the following schedule for its regular meetings during 1972-73:

1972: Tuesday, July 11	1973: Tuesday, January 9
Tuesday, August 8	Tuesday, February 13
Tuesday, September 12	Tuesday, March 13
Tuesday, October 10	Tuesday, April 10
Tuesday, November 14	Tuesday, May 8
Tuesday, December 12	Tuesday, June 12

- Philosophy of Education

The Board received copies of the proposed statement of Philosophy of Education for the Howard County Public Schools. Dr. Goedeke reviewed the statement, after which on motion duly made, seconded, and carried the Board adopted it.

- Draft of Guidelines for the Selection of Outside Consultants for the Proposed Evaluation and Establishment of Directions and Goals for the Howard County Public Schools

Dr. Goedeke reviewed the proposed guidelines for the selection of an outside consultant to evaluate and establish goals and directions for the Howard County public schools. A thorough-going discussion between members of the Board and the staff covered the manner in which such a proposal should be requested, and the way in which a choice should be made. At the close of the discussion the Board approved the draft with a minor change in wording, and with the understanding that decisions would be made in the selection of the firm based on background, the way in which the study would be made, the person or persons in the firm who would do the study, and other such factors, rather than on a price basis alone, although an estimate might be requested as part of the overall data.

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New Business

## - Discipline

The Board received copies of the report on discipline in the schools which had been prepared by a committee of professional staff under the chairmanship of Mr. Lee Noel, vice principal of Atholton High School. Dr. Goedeke introduced Mr. Noel, Mrs. Alexander, Mr. Girod, and Mrs. Lacey of the committee who were present, after which Mr. Noel reviewed briefly the contents of the report. Members of the Board then discussed with the committee various aspects of the report. A suggestion was made that it might be desirable to institute courses for parents, who are not always knowledgeable about the standards which should be held up in such matters as discipline, dress, etc. At the close of the discussion, Mr. Schoenbrodt recommended to the Board that action on this matter be tabled, and that copies be provided to the PTA's and other interested groups in order to receive reactions from such groups before further consideration be given. On motion duly made, seconded, and carried the Board tabled the matter, and also commended the committee for an excellent report.

## - Selection of Instructional Materials

The Board received copies of the proposed policy concerning selection of instructional materials. At this time Mr. Schoenbrodt requested that it be a matter of standard practice that policy statements which are introduced at one meeting would not be acted on until the following meeting. Some changes in wording were suggested, after which discussion was tabled till the June meeting.

## - Boundary Line Changes and Pupil Assignments for 1972-73

The Superintendent presented the changes in the original proposal for boundary lines for 1972-73 which had come about as a result of reaction of parents at two public hearings on this subject. The Board approved each of the new proposals as set forth by the Superintendent. The staff was requested to conduct a poll of parents of eighth grade children assigned to the Oakland Mills Middle School to determine how many would prefer to

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have their children remain at Clarksville Middle School. Then a determination could be made of the spaces available at Oakland Mills Middle School for the assignment of a limited number of Harper's Choice incoming sixth graders to Oakland Mills Middle School rather than at the assigned Clarksville Middle School. The staff was directed to follow up on these actions.

Copies of the boundary line report are available in the Central Office.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*m. Thomas Swedbe*

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Tuesday, June 6, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, June 6, 1972. The following were present:

Fred K. Schoenbrodt, President  
 James W. Pfefferkorn, Vice President  
 Mrs. David A. Reeder  
 Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent - Administration  
 & Finance  
 Mary R. Hovet, Assistant Superintendent - Curriculum &  
 Instruction

On motion duly made, seconded, and carried, the Board approved the minutes of the regular meeting held on Tuesday, May 2, 1972, and of the special meeting held on Saturday, May 27, 1972.

Additions were made to the agenda, after which, on motion duly made, seconded, and carried the agenda was approved as amended.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantaged). This program is based upon concentrations of economically disadvantaged pupils in a given school system, and since census data from 1970 are now available, the locations of these pupils in school systems across the country are being restudied. In Howard County the percentages of eligible pupils is now so distributed that two additional schools will be brought into the program - Elkridge and Savage. The project will continue to stress the reading needs of eligible children within the target schools and will again be entitled, "The Reading Improvement Program, Grades K-12". The project application is being prepared for submission to the State Department of Education by June 15, 1972.



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In a related area, federal regulations require that comparability between Title I and non-Title I schools be achieved and maintained for all schools in each school system. Title I monies may be withheld from future projects when conditions are adjudged unsatisfactory.

Comparability is examined in each of five areas: (1) ratio of pupils to FTE certified classroom teachers; (2) ratio of pupils to other certified instructional staff; (3) ratio of pupils to FTE non-certified instructional staff; (4) per-pupil expense for instructional salaries less longevity; (5) per-pupil expense for other instructional costs.

In the recent review of Howard County by the State, it was found that all of our Title I schools were adjudged comparable in all five areas with the exception of two which fell short in area 3. This means that we must give assurance to the State that we will correct this deficiency for the 1972-73 year and show how we plan to do so. It is our intent to comply by indicating that we shall adjust our assignment of non-Title I aides for 1972-73 in order to insure the required comparability.

- Title II (Library Materials). The coordinator reports that orders in the amount of \$21,083 have been placed thus far following approval by the State Department of Education of the Title II project. Work is now going forward on orders involving reading materials in the ethnic/cultural area. These orders will be placed by June 30, when all funds for fiscal 1972 should be expended.
- Title III (Supplementary Programs and Projects). Dr. John Freudenberger, coordinator, reports receipt of advice from the State Title III office that some funds will be available for new Title III projects in the next fiscal year. Local school systems must submit letters of intent not later than September 1, 1972, for any project proposals which would be due on November 1, 1972. Projects must be model and/or exemplary programs designed to meet the critical needs of the State. Priority areas established by the State Board of Education on April 26, 1972 included human relations, early childhood education, reading, and career education. Projects falling within one or more of these areas are suggested. A decision regarding our response to this advice has not yet been reached.

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- Other Grant Programs. With reference to the Wilde Lake Model High School, Dr. Freudenberger reports expenditures under the Ford Foundation grant (\$50,000) totaling \$19,278. Federal funding to support a five-day June workshop (June 19 to 23) in human relations for central office and school administrators and supervisors has not become available. However, the State Department of Education, through its sources, has indicated a willingness to supply at least \$3200 of the \$3955 which had been sought originally. Therefore, plans are proceeding for that activity on a somewhat modified scale. A follow-up workshop of one week's duration is also being planned for later in the summer which would involve chairmen of the individual school human relations committees and others. More information on these plans will be reported at the July meeting of the Board.

In the area of the community schools program, \$20,000 will be available for the Howard County Community Schools program in 1972-73. This sum is part of a \$1,000,000 grant included in Governor Mandel's budget. Colonel Francis Dunn of the Department of Parks and Recreation will work with the Department of Education in preparation of a proposal to be brought before the Board of Education at its July meeting.

- National Defense Education Act (NDEA III). No report this month.
- Impacted Areas Aid Program (PL 874). In April the Board was advised that Howard County's last payment of its fiscal 1972 allocation had been received, bringing the total amount awarded to the County for that year to \$485,060. This figure is \$25,000 in excess of the \$460,000 estimate of one year ago which was included in anticipated revenue for operating expenses in 1971-72. Received also in March was the sum of \$311,948, representing the first payment toward the County's entitlement for fiscal 1972. A second payment amounting to \$249,558 was received in May.

#### Pupil Transportation

- No report this month.

Maintenance and Operation

- Routine Maintenance

Mr. Walter Buchman, Director, reported that in addition to the normal range of activity in May, his staff assisted in the drug mobile disconnect and hook-up at each location it served; gave instruction to representative administrators and custodians in the operation of air-conditioning units in auditoriums at Atholton and Mt. Hebron High Schools; repaired over 150 items of A-V equipment; and prepared materials for a workshop for custodians during the week following school closing.

- Proposed Enclosures at Northfield and Bryant Woods

Mr. Buchman completed a detailed analysis of the feasibility and costs involved in enclosing certain areas of the Northfield and Bryant Woods schools. He estimates that a total space increase at each school of 554 square feet could be achieved at a cost estimated to be \$6504 for each, including carpeting. These new spaces could not be closed off from the main areas adjoined by permanent walls; a folding wall would be acceptable, however, according to the fire marshal. On motion by Mr. Zimmer, seconded by Mr. Pfefferkorn, the Board approved these alterations. Bids will be requested.

- Grievance Procedure for Custodial and Maintenance Employees

The Board received copies of a revised procedure for handling grievances of custodial and maintenance employees. Dr. Pyles requested that the Board indicate this to be an acceptable procedure which would be implemented following review by the Board attorney. Mr. Schoenbrodt stated that he felt the grievance procedure was being extended to too many employees, and that he was concerned that too much time of the Board would be taken up in hearings. He asked whether the Board had the authority to insert "a hearing officer designated by the Board" in areas of non-professional personnel. Action on this request was tabled until this question could be resolved.

Food Services

- Dr. Pyles presented a status report on the activities of Mr. Eugene Jacobs, satellite food service consultant. Members of the Board were invited to participate in visits to other counties with Mr. Jacobs.

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Purchasing

- Bids to Supply Materials and/or Services to the Howard County Public School System

On motion duly made, seconded, and carried the Board approved award of contracts as follows:

Wood finishing room at Howard High School  
to John F. Emminizer and Associates at  
\$4,950

Interior Paint, semi gloss latex to Hanline  
Brothers at \$3.80/gallon

Undercoat to PPG Industries at \$3.00/gallon

Both of the above will be purchased on an "as  
needed basis".

Window shades for seventeen schools to  
American Shade Company for \$8,585.90

Industrial arts supplies for the Howard County  
schools to the following:

Northeastern Lumber Co.	\$ 5,672.68
Mann and Parker Lumber Co.	1,209.30
Paxton/Patterson	1,122.22
Graves-Humphrey	4,285.70
Kelvin Electronics	1,212.26
Tandy Leather	1,552.30
Modern School Supplies	<u>1,086.78</u>

\$ 16,141.24

Carpeting for Glenwood Middle School Library to  
Shield Associates at \$6,000.00.

All bidding was conducted in accordance with the procedures approved by the Board. Copies of bids received are on file for inspection by interested parties. The staff was requested to fully extend itself in obtaining more than one bid. Mr. Zimmer commented that at least two bids must be received and if not there must be very good back-up data before a contract is awarded in the case of a single bid.

- Scholastic Accident Insurance

Pilot Life Insurance Company will again offer accident and football insurance to Howard County students at the same rates and with the same benefits as those in effect for the past two years.

- Disposition of Surplus and/or Obsolete Property

Dr. Pyles reported that although the surplus and/or obsolete property available had been advertised, and possible buyers had been contacted, no bids whatever had been submitted for these materials. Dr. Pyles had also checked with Montgomery County, which operates on this basis, but found that the firm which takes their surplus materials is not interested in taking any more. Mr. Schoenbrodt suggested the possibility of holding a public auction, which will be explored by the staff.

Finance

- Operating and Capital Budgets

Mr. Williams presented the operating and capital budgets as at April 30, 1972. In reply to a question from Mr. Schoenbrodt, he reported that he did not anticipate any shortages in the accounts and that there was no indication that it would be necessary to obtain approval of the County Council for transfer of funds from one category to another.

Mr. Williams was asked to prepare a comparison of the transfer tax monies received during the past three years.

Mr. Schoenbrodt commented that he would like to receive the current balance sheet at an earlier date, and that he would accept a cut-off date of the 25th or 26th of the preceding month if this resulted in prompter reporting to the Board.

Legislation

- Dr. Pyles presented a summary of all legislation affecting education which had been presented during the last legislative session, indicating that which had passed, and that which had not. There were no questions on this report.

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Dr. Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction, Including Instructional Aspects of Federal Programs

- Volunteer Program in Reading

Planning is continuing for the implementation of the Volunteer Program in Reading, to be implemented at Guilford and Lisbon Elementary Schools and Waterloo Middle School. A job description has been developed for the position of volunteer coordinator within each school, as well as one for the volunteer tutors.

- Vocational Education

Mr. Max Smith, Supervisor of Vocational Education, reported that a project has been developed in cooperation with the Howard County Columbia Chamber of Commerce, which involves contributions by businesses and industry of land, services, building materials, and appliances sufficient to construct a single family residence for sale. Contributions to the project would be made at cost with interest bearing notes at 5% to be redeemed upon sale of the property.

Students enrolled in construction trades at the Howard Vocational-Technical Center will furnish the labor and their instructors will provide the immediate supervision. The students will be responsible for all decision making that a builder is normally concerned with in building a house. Early decisions will include site approval, type of house to be constructed, estimated cost of construction, and size of house with regard to market demands. Additionally, they will be responsible for developing plans for the house they will build. Instructors who will be providing the supervision of the project will be given names of the members of the Chamber of Commerce on whom they may call for specific expertise as needed.

After further discussion of the project, the Board approved the proposal in principle, subject to review of the agreement with the Chamber of Commerce by the Board attorney as to the legality of the project, the necessary liability protection, and the use to which any profits would be put.

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- State Continuum of Special Education

Mrs. Nancy Zastrow, Supervisor of Special Education, reported that the Lisbon Elementary School will receive state support for the Continuum Program beginning in September, 1972. This will be the second school in Howard County participating in this program of special education. Ellicott City Elementary School is currently completing the second year as a pilot school. Personnel supported under this program include a diagnostic-prescriptive teacher and aide; a resource teacher and aide; a part-time speech therapist; and a part-time psychologist.

- County Art Exhibit

Mr. Charles Wagner, Supervisor of Art, reported that the first Howard County Public School Art Exhibit was held in the Columbia Mall on May 7 through 17. The exhibit committee, with the help of other art teachers, organized the exhibit on Sunday, May 7. Over 200 examples of student art expressions were displayed and were viewed by visitors at the Mall. In addition to the permanent exhibit, student demonstrations were conducted on five separate evenings and included such diverse activities as plaster sculpture, weaving, and block printing.

- Follow-Up of Howard County Graduates

The Board received copies of a summary of the follow-up of Howard County graduates for 1971. The summary showed that students are attending a variety of colleges in many different areas and pursuing many different curricula. 53.9% of the graduates are continuing their education. The Board requested that a study also be made of graduates not attending institutions of higher education, showing the number employed, the kinds of positions held, etc.

- Language Arts Workshop

A two-week curriculum development workshop in the area of language arts is planned for July 5 through July 19. An important feature is the inclusion of one teacher from each school as a representative on the workshop team. Some of the distinctive features of the curriculum were included in Dr. Hovet's report.

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- Drugmobile

The Drugmobile which has been on loan to the Howard County public schools was removed during the week of May 29 so that it could be included in the Transpo Expo '72 at Dulles International Airport. The schedule for the remainder of the school year is as follows:

June 6 - 7	Patapsco Middle School
June 8 - 9	Glenwood Middle School
June 12 - 13	Wilde Lake Middle School

- Summer School - 1972

Plans for the 1972 summer school sessions have been completed. Mr. Henry Nueslein, Administrative Assistant at Atholton High School, will once again serve as the over-all administrator of summer school and Mr. Thomas Brzezinski, Vice Principal of Bryant Woods Elementary School, will serve as administrator for the elementary program. Elementary sessions will be held at Bryant Woods Elementary School and secondary programs will be offered at Atholton High School and the Vocational-Technical Center. Mr. Zimmer noted that he had voted for air conditioning at Wilde Lake High School so that it could be used in the summer, and questioned why the courses were to be held at Atholton High School. Dr. Hovet replied that it was not considered feasible to require summer school staff who were not familiar with open space schools to operate in that kind of situation this year. The matter was referred to the Superintendent for final determination.

Operation and Administration of Schools

- Dr. Hovet's report included a tabulation of figures issued by the Maryland State Department of Education regarding the enrollment patterns for current seniors. The report indicated that Howard County had no seniors presently enrolled in only one subject, and 163 enrolled in the attendance waiver or similar program, including seniors participating in work experience and work study programs, placing it in sixth place statewide.



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Media Services

- Mrs. Dorothy Quinlan, Supervisor of Media Services, reported that layouts, furniture orders, and equipment orders are complete for the four new schools to open in September, 1972. She further reported that layouts for the schools opening in 1973 are also completed, and that furniture and equipment bids for these schools will go out this fall rather than next spring. Books have been ordered for all new schools for this fall; \$11,000 worth for each elementary school, and \$14,000 worth for the middle school. Processing of books for the three elementary schools is in progress.

Pupil Personnel Services

- Mr. Gilbert Miller, Supervisor of Pupil Personnel Services, reported that with the approval of the Boundary Line Changes and Pupil Assignments at the May 2 Board meeting, contingent upon the results of surveys to be conducted and the results of these surveys to be considered, three surveys were conducted and a final document on Boundary Line Changes and Pupil Assignments was prepared. The final document reflects the changes as a result of the surveys. Mr. Miller also reported that forty requests for transfers out of district for next year have been approved or are being considered at this date.

Staff Recognition

- Dr. Hovet reported on two conferences attended by staff and Board members:

Title I

- Miss Phyllis Sponaugle, Coordinator of Federal Programs, prepared a report on the Title I program since its inception in 1965. The report includes an overview of the program in Howard County; and notes that this was the first county to receive monies under this federal program. The report also listed the following significant developments which have evolved as a result of Title I projects in recent years:
  1. The importance of the teacher-aide in the educational world has been recognized.
  2. The success of teacher-librarians in Title I schools had some impact on the decision to place full-time librarians in all schools in the county.

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3. Title I programs were conducted for children during the summers of 1970 and 1971. Approximately one hundred children participated in each program, which was basically reading centered.
4. The staff of the Title I program has provided assistance to other counties in organizing or re-organizing their Title I programs. The most recent county to visit was Garrett County, when ninety members of its staff visited West Friendship Elementary School.
5. Outstanding materials which added to the instruction of reading in the Title I schools have been incorporated into the reading programs of other schools in the county.
6. Evaluation of Title I projects indicates that participating children have benefitted from the projects both in academic achievement and the development of self-image.
7. Title I teachers and aides have become more alert and receptive to the problems encountered by Title I children.
8. In-service training for Title I staff is continuous and is maintained on a high level.
9. In compliance with Federal guidelines, a Parent Advisory Committee to Title I has been formed and is functioning at the present time, providing the avenue for parents to have input into the Title I program.

Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, presented his report covering the following areas:

Approval of Construction Documents

- Talbott Springs Elementary

Mr. Smeallie, architect, presented the final construction documents for the Talbott Springs Elementary School. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board approved these documents, and authorized the architect to proceed with the necessary steps to obtain bids for construction.

- Centennial Lane and Whiskey Bottom Road Elementary Schools

Mr. Sandlass, architect, and members of his staff, presented the final construction documents for the Centennial Lane and Whiskey Bottom Road Elementary Schools.

Mr. Schoenbrodt noted that there was nothing the Board could do concerning the plans at this point and asked that the staff or the architect highlight anything the Board should be made aware of. Mr. Begeny advised that he had consulted with Mr. Fowble with respect to bus loading facilities at the Centennial Lane school and received the latter's approval of the plans. The Board approved the final construction documents for this school with the understanding that an on-site septic system be included as an alternate item.

In connection with the Whiskey Bottom Road Elementary School, Dr. Goedeke advised that a meeting had been held with the representative of the developer in an effort to get more reimbursement for the Board of Education when the area is developed and tied in to the sewer line which the Board requires to be built to the school site in advance of such development. The cost of the sewer is estimated at \$18,000 and it is expected that approximately \$10,000 will be returned to the Board. The developer has agreed to pay engineering fees, amounting to approximately \$1,000. Dr. Goedeke recommended that the Board approve this arrangement in order that construction may start promptly upon receipt of bids. In connection with the construction of the road to the school site, Mr. Begeny advised that bids were being received for grading of the road at that time, but that the bond would not be available for about two weeks. As soon as it is received it will be referred to Mr. Reese for review for legal sufficiency to assure the road. Mr. Schoenbrodt stated that the Board would not award the contract for construction of the school without the bond. On motion by Mrs. Reeder, seconded by Mr. Zimmer, the Board approved the final documents for the Whiskey Bottom Road Elementary School with the foregoing stipulation.

- Howard Vocational-Technical Center Addition

Mr. Murray, architect, presented the design development drawings for the Vocational-Technical Center addition. He advised the Board that the drawings would be submitted to the Interagency Committee by next morning at the latest if the Board approved them. Dr. Goedeke added that a re-

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quest for funding by the Interagency Committee would accompany the drawings, and that if this request for monies is not approved work on this project would be halted. The members of the Board raised an objection to the plans for a fourfold expansion of the horticulture section. Mr. Max Smith, supervisor of vocational education, pointed out that there is a growing demand for skilled people who know about plants, and that Columbia alone would use one hundred per year for the next five years. In addition, golf courses, public parks, etc. would absorb some graduates. It was also suggested that some of the area might be assigned for use by biology classes in the high schools. The Board felt that further consideration should be given to this part of the plans, and referred the matter back to the staff and architect for review.

- Dunloggin Middle School

Mr. Murray, architect for the Dunloggin Middle School, displayed samples of the brick used on the Northfield Elementary School and of several others which would blend with that for use on the Dunloggin Middle School. He advised that the manufacturer could make delivery in time for the school to be completed on schedule. The Board asked that panels be arranged in order to get a better idea of the suggested finishes.

Status of Construction Projects

- Mr. Joseph Ring reviewed the construction project report. Phelps Luck, Steven's Forest, and Swansfield have progressed quite significantly and Mr. Ring reported he felt there was a very good possibility of all three schools being ready for opening on schedule. Mr. Zimmer asked how much start up time would be required for the mechanical equipment, noting that there might be a real problem in the air conditioning and suggesting that if fans are needed to open the schools the staff should be so prepared.

Change Order for Oakland Mills High School

- Mr. Begeny reported that he had received a change order request for Oakland Mills High School, which would result in a credit of \$3,250, to provide a change in the type of finish of the brick, and that the architect recommended approval. On motion by Mr. Zimmer, seconded by Mr. Pfefferkorn, the Board approved the change order.

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Elkridge Elementary School Renovations

- Mr. Zimmer noted that the date for completion of the renovations of the Elkridge Elementary School is February 1, 1973, and asked whether that meant that the children will be in the school for the second half of the coming school year. Dr. Goedeke replied that the youngsters will be back as soon as the building is ready to receive them but that he could not indicate the precise date on which that will happen.

Request for Time Extension for Ellicott City Middle School Renovations

- Mr. Begeny reported that the can wash area had been omitted in the plans for renovation of the Ellicott City Middle School, and requested approval of a change order in the amount of \$1,168.56 to provide this facility. On motion by Mr. Zimmer, seconded by Mrs. Reeder, the Board approved the change order.

Mr. Begeny then advised the Board that the contractor on this project has requested a time extension for completion. He reviewed the factors which led up to this request, and stated that he felt a twenty-day extension was reasonable and should be granted. On motion by Mr. Pfefferkorn, seconded by Mrs. Reeder, the Board approved a twenty-day extension for completion of this project.

Scheduling of Capital Improvement Projects

- The Board received copies of a report prepared by Mr. Begeny showing the time required by various agencies for review and approval of plans for school construction. Mr. Begeny reviewed the report with the Board, pointing out various factors which could affect the length of time involved in each of the various agencies having an interest in such review and approval. A chart accompanying the report indicated approximately 28 months for processing of an elementary school from date of selection of the architect to completion of construction; 35 months for a middle school; and 43 months for a high school. Members of the Board made several suggestions concerning ways to reduce the time required, and requested that a meeting be arranged between the Board and representatives of the various County agencies involved in order to attempt to bring about greater coordination and a shortening of the time necessary at present to process the reviews and approvals. The Superintendent was also requested to study the possibility of standardizing plans for elementary schools which would result in the reduction of time required by the architect and for preparation of educational specifications for each school.

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Lisbon Elementary School Renovation

- The Board received copies of a letter from Mr. Begeny addressed to Bucher-Meyers and Associates, architects for the Lisbon Elementary School Renovation, outlining the steps to be taken in surveying this school and in preparing a recommendation as to whether renovation is feasible or whether the Board should plan on replacing this facility. Mr. Begeny mentioned that there is a possibility the architect may not be able to continue to work on this project.

School Site Acquisition, Village of Owen Brown, Columbia

- Mr. Begeny reviewed with the Board the status of the proposed sites for two elementary schools and one middle school in the Village of Owen Brown. He pointed out that population projections did not warrant a high school in this Village, but that land was being reserved for such a facility. He recommended that the Board approve acquisition of the three sites in question with one condition, that the State approve acceptance of these school sites based on the complete documentation for the need for these schools at these locations, and the review of test borings study reports. On motion by Mr. Zimmer, seconded by Mrs. Reeder, Mr. Begeny's recommendation was approved.

Request for Easement on the Swansfield Elementary School Site

- Mr. Begeny reported that The Howard Research and Development Corporation had requested an easement across the Swansfield site to enable vehicular traffic access to the adjacent Senior Research Institute building. The Board agreed to grant an easement only with the stipulation that a fence be constructed and screened by plantings, at no cost to the Board. Mr. Begeny was also requested to explore the possibility of deeding the requested strip of land to HRD.

Centennial Lane Elementary School Sewer Facilities

- Mr. Begeny advised the Board that percolation tests at the Centennial Lane Elementary School site were satisfactory, and that planning for the school would proceed on the basis of requesting alternate bids for installation of a septic system in order to have this available in the event that the public sewer is not available in time for the scheduled opening of the school.

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Dr. Louis A. Sedlak, Supervisor of Personnel, reported in the following areas:

Resignations

- The Secretary recommended that the following resignations be accepted, effective June 30, 1972, except where noted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>
Barnes, Diane C.	Rockland El.	Grade 4	Marriage
Beurlen, Kathryn	Atholton High	English	HomeResponsibility
Brown, Diane C.	Clarksville El.	Grade 4	HomeResponsibility
Brown, Elaine	Northfield El.	Team IV	Maternity
Dawson, Jane K.	Thunder Hill El.	Grade 4	Teaching in private school
DellaVecchia, Roxana	Hammond M.	English	Maternity
Fischer, Susan	Longfellow El.	Pod A	Maternity
French, Linda	Longfellow El.	Media Spec.	Maternity
Goodman, Sharon	Northfield El.	Math	Maternity
Howard Leona	Clarksville M.	English	Moving away
Klaus, Jean Ann	Wilde Lake H.	Comm.Affairs Specialist	Maternity
Kluttz, Paula	Longfellow El.	Pod A	Maternity
Moore, Leonard	Waterloo M.	Science	Further study
Moreno, Josephine	Thunder Hill El.	Grade 3	Moving away
Olchowski, Joann	Northfield El.	Team III	Teaching in Baltimore County
Novitsky, Marlene	Hammond El.	Grade 5	Further study
Rambler, Mollie	Faulkner Ridge	Art	Moving away
Rowlands, Betty	Patapsco M.	Science	Teaching in another county
Posta, Keith	Wilde Lake H.	Special Ed.	Released
Saltmarch, Betty	St. John's Lane	Librarian	Dissatisfied with evaluation
Smith, William D.	Wilde Lake H.	Coordinator	Moving away
Taylor, Donna K.	Atholton H.	Bus. Ed.	Moving away
Tomasello, Marlene	Hammond El.	Grade 1	Moving away
White, James E.	Glenwood M.	Ind. Arts	Business

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

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Teachers' Contracts

- The Secretary recommended that the following teachers' contracts be approved, effective August 30, 1972, except where noted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Salary</u>
Barnes, Sally L.	Northfield El.	El. Teacher	\$ 7,500
Bernstein, Clifford	Phelp's Luck El.	El. Teacher	7,500
Block, Eleanor	Oakland Mills M.	Home Ec.	7,898
Chan, Diana	Oakland Mills M.	Math	7,898
Cross, Gloria	Oakland Mills M.	Art	11,732
Curtin, Patricia	Steven's Forest El.	El. Teacher	7,500
Daniel, Chanita	Swansfield El.	El. Teacher	7,500
Davidoff, Janice	Oakland Mills M.	Math	8,948
Feldman, Peggy	Ellicott City El.	El. Teacher	7,500
		(eff. 5/3/72)	
Freeland, David	Howard H.	Math	7,500
Greenberg, David	Mt. Hebron H.	Math	8,694
Hull, Mary E.	Wilde Lake M.	Math	7,500
Finch, Theresa	Swansfield El.	Media Services	7,500
Hyman, Jayne	Oakland Mills M.	Special Ed.	7,500
Johnson, Pamela	Steven's Forest El.	Kindergarten	8,694
McKinney, Neal	Northfield El.	El. Teacher	7,500
Miller, Sandra	Longfellow El.	Media Services	8,097
Mitchell, Edward	Oakland Mills M.	Ind. Arts	7,699
Nugent, Theresa	Oakland Mills M.	English	7,500
Pelc, Marsha	Lisbon El.	Special Ed.	7,500
Peoples, Patricia	Howard High	English	7,500
Robinson, Linda	Phelp's Luck El.	Media Services	7,500
Rupp, Jacqueline	Swansfield El.	El. Teacher	7,500
Setzer, Sharon	Oakland Mills M.	Phys. Ed.	9,092
Selwyn, Cecile	Guilford El.	Special Ed.	8,948
Solomon, Anita	Northfield El.	El. Teacher	7,500
Somers, Kathleen	Faulkner Ridge El.	SLD	8,296
Vasilakis, Margaret	Phelp's Luck El.	El. Teacher	10,142
Verbeke, Karen A.	Savage El.	SLD	8,948
Waterford, Susan	Phelp's Luck El.	El. Teacher	8,694
Weidler, Sarah	Steven's Forest El.	El. Teacher	7,500
Wilson, Alyson	Steven's Forest El.	Media Services	7,500
Winder, William	Oakland Mills M.	Phys. Ed.	7,500

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.



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Requests for Leave of Absence

- The Secretary recommended that the following requests for leave of absence be approved:

<u>Name</u>	<u>School</u>	<u>Grade</u>	<u>Effective Date</u>	<u>Reason</u>
Bradley, JoAnne	Ellicott City M.	6 & 7	5/2/72	Maternity
Jerman, George	Central Office	Psychol.	8/30/72	Study Leave
Johnson, Paula	Ellicott City El.	Phys. Ed.	6/30/72	Maternity
Lerner, Joan	Northfield El.	Kinder.	6/30/72	Maternity
Roberts, Eugene	Atholton H.	Soc.St.	4/18/72	Illness

In the case of Mr. George Jerman the Secretary explained that Mr. Jerman had agreed to accept a year's leave of absence without pay and with the understanding that the Board would not be obligated to hold a position for him on his return. If a position is available it would be offered to him. It is expected also that Mr. Jerman will serve on a part-time consulting basis in the area of special education during his year's leave.

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Retirements

- Framed copies of resolutions which had been approved at an earlier meeting of the Board were presented to Mrs. Nancy L. Zastrow, retiring as Supervisor of Special Education, and to Mr. J. Wilson Lord, Jr., retiring as principal of Atholton Elementary School. In presenting the resolutions Mr. Schoenbrodt commented that it would be difficult to replace these two fine staff members, and extended them best wishes for happiness in the years ahead.

Appointments and Promotions

- Supervisor of Special Education

The Secretary recommended that Mrs. Martha G. Sullivan be appointed to the position of Supervisor of Special Education, effective upon her reporting for duty. On motion duly made, seconded, and carried the Board approved this appointment.

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- Vice Principals of Middle Schools

The Secretary recommended that Mr. Eugene Estes be transferred from the vice principalship of Patapsco Middle School to the vice principalship of the Oakland Mills Middle School, effective September 1, 1972 and that Mr. Peter McIntosh be promoted from the position of administrative assistant at Howard High School to the vice principalship of the Patapsco Middle School, effective September 1, 1972. On motion duly made, seconded, and carried the Board approved this recommendation.

- Vice Principals of Elementary Schools

The Secretary recommended that the following appointments and promotions to vice principalships be approved, effective September 1, 1972:

Mrs. Edith Parlette to the Swansfield Elementary School

Mr. William A. Neibergal to Steven's Forest  
Elementary School

Mr. Thomas Bruner to Atholton Elementary School

Mr. Earl L. Knight to Phelp's Luck Elementary School

Mrs. Anna Hammond transferred from Lisbon  
Elementary School to St. John's Lane  
Elementary School

Mr. Harry A. Lerner to Lisbon Elementary School

Biographical data sheets for each of those recommended were given the Board. On motion duly made, seconded, and carried the Board approved these appointments.

The Superintendent presented the following for consideration by the Board:

Old Business

- Policy Statement Governing Selection of Instructional Materials

The Board received copies of the final draft of the policy governing selection of instructional materials. Mr. Pfefferkorn stated that he wished to be assured that all materials have been read and that a file is kept of who authorized purchase of each item. Dr. Goedeke replied that the statement before the Board is a policy statement and that procedures to implement it will be issued. On motion by Mrs. Reeder, seconded by Mr. Zimmer, the Board adopted the following policy:

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## POLICY STATEMENT

## SELECTION OF INSTRUCTIONAL MATERIALS

- I. The Board of Education, though it is ultimately responsible for the selection of all instructional materials, delegates to the Superintendent of Schools the responsibility for selecting a wide variety of materials in accordance with current curriculum guidelines.
- II. The Board of Education recognizes that proper instruction in any subject discipline may bring students into contact with ideas, beliefs, values, and behaviors other than those which their background may have led them to accept.
- III. Schools are concerned with developing an appreciation of the cultures and values of our democratic society and of other societies in the world at large and in helping students become competent and responsible citizens.
- IV. The Board of Education reaffirms its responsibility to:
  - A. Provide comprehensive collections of instructional materials.
  - B. Provide materials to support and enhance the curriculum, with due consideration for group and individual needs, varied interests, abilities, socio-economic backgrounds, and maturity levels of the students to be served.
  - C. Provide materials that will encourage growth in knowledge, and that will help develop literary, cultural, and aesthetic appreciations.
  - D. Provide materials which reflect the ideas and beliefs of various religious, social, political, historical, and ethnic groups and their contributions to American and world cultures.
- V. Citizens of the community have the privilege and responsibility to confer with the principal whenever they have concerns regarding the materials being used in classrooms or media centers in Howard County Public Schools.

Submitted: May 2, 1972

Approved: June 6, 1972

6/6/72

New Business

- Employee Suggestion Sheet

Mrs. Ruth Davidson, secretary at Bryant Woods Elementary School, submitted a suggestion that all school offices be given an "Accounts Listing" in order to determine account numbers for purchase orders.

Dr. Goedeke explained that such a listing is available in the copy of the current budget which is given every principal. He further pointed out that the responsibility for assigning account numbers lies with the finance office, and that he felt it undesirable to have this function dispersed throughout the school system. The Board requested Dr. Goedeke to acknowledge this suggestion, and to explain why it could not be implemented.

A proposal endorsed by the majority of the staff at the Howard Vocational Technical Center was submitted, dealing with matters of salary for vocational teachers. Dr. Goedeke pointed out that since the proposal did involve salary items, it would be necessary for this to be a part of the negotiations with the HCTA for the 1973/74 school year, and that it would not be possible to consider it this year. He recommended that the staff at the Vocational Technical Center be so advised, and that a suggestion be made that this proposal be presented by them to representatives of the HCTA for inclusion in bargaining sessions scheduled to start in the fall. The Board approved the Secretary's recommendation.

- Resolution for Retiring Board Member Austin A. Zimmer

Dr. Goedeke read the following resolution:

RESOLUTION

MR. AUSTIN A. ZIMMER

WHEREAS, Mr. Zimmer has been a member of the Board of Education of Howard County since April, 1964; and

WHEREAS, Mr. Zimmer has served the Board of Education of Howard County, not only as a member, but in the capacities of President and Vice President; and

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WHEREAS, He has indicated to the Board his decision not to seek reappointment as a member of the Board; and

WHEREAS, Mr. Zimmer has rendered long and faithful service to the public schools of Howard County and has given unstintingly of his time and abilities in serving as a member of the Board; and

WHEREAS, He has brought to the deliberations of the Board the dimensions of civic pride, responsibility, and the search for excellence; and

WHEREAS, He has always insisted on standards of high order and discipline within our schools; and

WHEREAS, His leadership capabilities have been recognized by his selected profession, as well as by those with whom he has been associated in education; now, therefore

BE IT RESOLVED, That the Board of Education of Howard County and the staff of the Department of Education of Howard County express their joint appreciation for the many services Mr. Zimmer has rendered to public education during his terms in office; and be it also

RESOLVED, That this means be used to convey to him our regret that he has elected not to seek reappointment to the Board of Education; and be it also

RESOLVED, That we extend to him our best wishes for continuing good health, happiness, and the satisfactions which he may enjoy as he pursues his personal and professional activities; and be it further

RESOLVED, That this resolution be made a part of the permanent record of the Board of Education of Howard County as adopted this date and, further, that a copy of this resolution be suitably framed and presented to Mr. Austin A. Zimmer.

_____	_____
Date	President
_____	_____
Superintendent of Schools	Vice President

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Dr. Goedeke said he wished to express on behalf of the staff and the Board their sincere feelings of regret on the occasion of Mr. Zimmer's retirement. He further commented that Mr. Zimmer's contributions have been consistent and outstanding and have provided depth to the consideration of matters pursued by the Board. Mr. Schoenbrodt then presented Mr. Zimmer with a copy of the resolution, and advised him that a framed copy would be presented at a later date. Mrs. Reeder said that it was with regret that she moved that the resolution be adopted. The motion was seconded and carried.

- Request from the Atholton Elementary School P.T.A. to Change the Name of the School to Honor Mr. Lord

Dr. Howard M. Stainer, president of the Atholton Elementary School P.T.A., attended the Board meeting to present a request from that organization that the name of the school be changed to the "J. Wilson Lord, Jr. Elementary School" in honor of the retiring principal. Dr. Stainer said he was familiar with the policy governing the naming of schools, but asked that the Board consider making an exception in this instance. Mr. Schoenbrodt replied that the Board had the highest respect and affection for Mr. Lord, but felt that this feeling was true of other employees also, and that it would be increasingly difficult to draw the line if the policy were not strictly observed. He said he felt there were other ways in which the P.T.A. could honor Mr. Lord. Dr. Goedeke suggested that the group consider having a portrait painted, to be hung in the school. Dr. Stainer thanked the Board for considering the request, and agreed to pass on the suggestion concerning the portrait for consideration by the P.T.A.

- Contract with Educational Service Bureau, Inc., for Consultant Services in Connection with Negotiations

The Board received copies of the proposed contract with Educational Service Bureau, Inc., for consultant services for the coming year in connection with negotiations with the Howard County Teachers Association. Dr. Goedeke recommended that the Board approve this contract. On motion duly made, seconded, and carried the Board approved the recommendation.

- Report on the National School Boards Association Annual Conference

Mr. James W. Pfefferkorn reported briefly on the National School Boards Association Annual Conference which he had attended in San Francisco in April. He indicated that he found the Conference very worthwhile, and that conversations with Board members from other parts of the country indicated that Howard County was in a very enviable position with respect to its facilities, programs, and staffing.

- Report from Dr. N. Englehardt of Englehardt & Englehardt, Inc., Educational Consultant

The Board received copies of the report which had been prepared by Dr. Englehardt as a result of his survey of the New School Facilities and Planning Section. Dr. Englehardt reviewed the report in some detail. During the discussion Mr. Schoenbrodt asked whether, in computing man hours required for the department to function properly, consideration had been given to possible coordination with other county agencies. Dr. Englehardt replied that he had assumed much data which would be made available would come from county planning and others. He also commented that it is necessary for the Department of Education to have its own specialists who are familiar with new trends, etc.

At the close of the review Mr. Schoenbrodt thanked Dr. Englehardt and stated that the Board would take the report and recommendations under advisement.

#### Appointments

- Mr. Don Wiswell and two other members of the student body at Atholton High met with the Board to present the students' concern regarding the present smoking policy. Mr. Wiswell said that the committee did not expect the Board to make any decisions regarding changes in the smoking policy at this meeting, but wanted to let the members know what was being done by the student representatives. Questionnaires had been prepared and distributed to students, parents, and faculty in the high schools, but returns were not complete. Mr. Wiswell commented that the returns so far available did indicate a need for change in the policy, which those responding felt was not working. A thoroughgoing discussion was held between members of the Board and the committee concerning

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the smoking policy, possible changes, the provision of smoking lounges, the willingness of students to police smoking areas if such were available, etc. At the close of the discussion, the Board thanked the committee for the time and effort being put into this survey, and agreed to consider the recommendations when the committee is ready to present them.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Lundeke*



June 6, 1972

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Friday, June 9, 1972

A special meeting of the Board of Education of Howard County was held on Friday, June 9, 1972. The following were present:

Fred K. Schoenbrodt, President  
Mrs. David A. Reeder  
James W. Pfefferkorn

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration  
and Finance  
Mary R. Hovet, Assistant Superintendent - Curriculum and  
Instruction

The Secretary recommended that award of contracts to provide custodial supplies for 1972/73 be approved as follows:

Baer Supply Company, Inc.	\$ 7,126.37
Baer Chemical Company	5,719.47
Enterprise Paper Company	2,875.20
Sterling Chemical Company	<u>5,008.50</u>
Total	\$ 20,729.54

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

The Secretary next recommended that award of contracts to provide science materials and supplies for all Howard County schools be approved as follows:

Carolina Biological Supply Co.	\$ 1,861.29
CCM Cambosco School Materials	3,672.19
Central Scientific Company	1,491.71
Holt, Rinehart and Winston	19.50
LaMotte Chemical Company	44.55
Macalaster Scientific Company	584.32
Milliport Corporation	139.50
Sargent-Welch Scientific Company	1,037.55
Science Kit, Inc.	1,940.89
Stansi Educational Materials	5.30
Taylor Furniture Company	179.50
Arthur H. Thomas Scientific Company	11.50
Ward's Natural Science Establishment	209.85
Will Corporation	<u>13.00</u>
Total	\$ 11,210.65

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On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

All bidding was conducted in accordance with the procedures approved by the Board of Education. Copies of all bids received are on file for inspection by interested parties.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Lardike*

June 9, 1972

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Special Meeting:

Award of Contracts --

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Wednesday, June 21, 1972

The Board of Education of Howard County held a special meeting on Wednesday, June 21, 1972, at 9:00 a.m. in the Board Room. The following were present:

Fred K. Schoenbrodt, President  
James W. Pfefferkorn, Vice President  
Mrs. David A. Reeder  
Austin A. Zimmer

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration  
and Finance

Mary R. Hovet, Assistant Superintendent - Curriculum and  
Instruction

Members of the press and representatives of various civic groups were also present.

The President opened the meeting and stated that the purpose was to approve the FY '73 operating budget which had been revised by the Superintendent in order to bring it into conformance with the final amount approved by the County Council, i.e. \$21,667,099.

The Superintendent then reviewed the document which had been prepared showing the recommended reductions in each category. Members of the Board raised questions at various points, in order to clarify the manner in which the staff had reached its decisions concerning the areas to be reduced. Mr. Giles Maurey, President of the Howard County Teachers Association, informed the Board that the teachers preferred having the salary schedule paid in full as negotiated rather than the Board hiring additional classroom teachers with monies that would be available if each teacher would accept a small reduction in salary, i.e. \$25 per annum.

At the conclusion of the review by the Superintendent, the Board unanimously approved the revised budget in the total amount of \$21,667,099.

The Superintendent then asked that the Board approve award of contracts for the following items:

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Eight softball backstops for new schools to  
J. T. Fritz in the amount of \$6,169

A demonstration home air-conditioning unit for in-  
structional use at the Howard Vocational Technical  
Center to Omnidata, Inc., in the amount of  
\$3,470.

On motion duly made, seconded, and carried the Board approved  
award of these contracts. All bidding was conducted in conformance  
with the procedures approved by the Board. Copies of all bids received  
are on file for inspection by interested parties.

Mr. Giles Maurey and Mrs. Joanne McPherson, president and secre-  
tary respectively of the Howard County Teachers' Association, presented  
to Mr. Austin A. Zimmer, retiring Board member, a plaque commending  
him for his services to the Howard County public school system during  
his tenure as a Board member. Mr. Zimmer expressed his appreciation.

There being no further business to come before the Board, on motion  
duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Luedke*

June 21, 1972

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Tuesday, July 11, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, July 11, 1972. The following were present:

Fred K. Schoenbrodt, President  
James W. Pfefferkorn, Vice President  
Harvey D. Brookins  
Warren G. Sargent  
Mrs. David A. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent-Administration  
& Finance  
Mary R. Hovet, Assistant Superintendent-Curriculum &  
Instruction

The President opened the meeting and asked for a motion to approve the minutes of the regular meeting held June 6, 1972. Mrs. Reeder noted two corrections which she requested be made, after which on motion duly made, seconded, and carried the minutes were approved as corrected. The President then asked for a motion to approve the minutes of the special meeting held June 9, 1972 and the special meeting held June 21, 1972. On motion duly made, seconded, and carried the minutes of these two meetings were approved as submitted.

Additions were made to the agenda, after which on motion duly made, seconded, and carried the agenda was approved as amended. The Secretary welcomed Mr. Harvey D. Brookins to the Board as the new member replacing Mr. Austin A. Zimmer, and expressed the hope that Mr. Brookins would find his service to be a satisfying and rewarding experience.

The Secretary advised the Board that Section 37 of the Public School Laws of Maryland calls for each local Board of Education to hold its annual meeting on the second Tuesday in July, or as near thereto as practicable, for the purpose of electing officers for the coming year, and it was therefore in order for the Board to hold such election. The President turned the meeting over to the Secretary, who called for nominations for the office of President. Mr. Pfefferkorn nominated Mr. Frederick K. Schoenbrodt, and Mr. Sargent seconded the nomination. Mrs. Reeder then moved that the nominations be closed. Mr. Sargent seconded this motion, and the Board approved the motion. The Secretary then declared that Mr. Schoenbrodt had been duly elected to serve as President of the Board of Education for the 1972/73 year.



The Secretary then called for nominations for Vice President for the coming year. Mr. Sargent nominated Mr. James W. Pfefferkorn to continue to serve in that office. Mrs. Reeder said she would like to nominate Mr. Warren G. Sargent. Mr. Brookins then moved that the nominations be closed, seconded by Mrs. Reeder, and approved. Ballots were distributed, collected, and tabulated, with Mr. Sargent receiving the majority of the votes cast. The Secretary then declared Mr. Sargent to be the duly elected Vice President for the 1972/73 year.

Dr. Thomas W. Pyles, Assistant Superintendent-Administration & Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantaged). The Title I project application for 1972/73 has been submitted to the State Department of Education for approval. This project, which focuses again upon reading improvement and math, is designed for 610 children enrolled in grades K-2 of the six participating schools, plus 18 others living in the project area but attending non-public schools in the County. The program will operate during the regular school term within a total budget of \$121,960.

- Title II (Library Materials). Mrs. Quinlan, Coordinator, reports no new developments in this program. Orders have been placed to utilize the \$29,789 allocated to the County for fiscal 1972.

- Title III (Supplementary Programs and Projects). The State Department of Education has adopted a policy of awarding high priority to project applications under Title III which deal with early childhood education and with human relations. Dr. Freudenberger, Coordinator, has been advised that State Department personnel would give serious consideration to a proposal from the County in the early childhood area. Support for further staff activities in human relations to supplement the June workshop on this subject for administrators and supervisors may also be sought under Title III or under Title IV of the Civil Rights Act. Letters of intent must be submitted by September 1 and completed project proposals by November 1.

The staff is presently considering a proposal for the early childhood program involving two centers, one in the neighborhood in which the children live, and one in a neighborhood in which they do not live. An analysis of the results in the two different settings would be a part of the proposal. Mrs. Reeder asked whether four year olds would attend for a full day or part day. Dr. Goedeke replied that it would probably be all day, as the staff is trying to provide an educational and social setting on an all-day basis.

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In the human relations area the staff proposes setting up programs in the high schools on a school by school basis, with consultants to work on each grade level. The first presentation might be in an assembly, followed by small group meetings.

The staff feels both these approaches are somewhat innovative.

Mr. Brookins asked whether there was any reason why the human relations plan is confined to the high schools, that is, was it a matter of funding. Dr. Goedeke replied that the staff feels there is an immediacy on the high school level and that on the elementary and middle school levels the work being done through committees and the faculty seems to be effective in alleviating the problems. He further stated that if unlimited funds were available the program could be aimed at immediate problems in the high schools and also at long range planning for the system as a whole.

- Other Grant Programs

Wilde Lake Model High School. The Ford Foundation grant of \$50,000, designed to promote the development of this facility as a model high school, is scheduled to be concluded by August 1. Two areas in particular were supported: Consultant services and travel opportunities, both intended to assist administrators and teachers in evolving the operational concepts of the school. These experiences have been of such value that it is hoped they might be continued on a lesser scale for a second year to provide similar benefits for new staff personnel. It is, therefore, proposed that an additional grant of \$20,000 to \$25,000 be sought and that the Ford Foundation be approached for this purpose at an early date.

Human Relations Workshop for Administrators and Supervisors. Through arrangements with the State Department of Education over 60 members of the staff participated in a one-week workshop on human and racial relations at Wilde Lake High School from June 19-23. This workshop and a grant of \$3,355 were addressed to a "Biracial Workshop to Develop Effective Techniques for the Training of Personnel in Human Relations".

Community Schools. The sum of \$20,000 will be available from the State this year for the Community Schools Program. A preliminary draft of the proposal is being prepared by personnel of the County Department of Recreation and Parks. When this is completed a final draft will be submitted to the Board of Education and to the Board of Recreation and Parks for joint approval.

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In answer to a question from Mr. Pfefferkorn as to how many schools would be involved, Dr. Pyles replied that this will be determined and that the plan to be submitted in August will give more detail. Dr. Goedeke commented that it is hoped that the program can be extended to two schools, one more in addition to Ellicott City Elementary School.

- Model Schools Evaluation. Dr. Freudenberger reports that representatives of the University of Maryland are working on data collected this spring relating to the model schools evaluation.
- Title I - Comparability Requirements. Dr. Pyles reported that the problem created by the inclusion of the Northfield Elementary School with its overstaffing had been rechecked with the State Department of Education, who advised that it would be necessary for Howard County to include this school in its data and to adjust the assignment of aides accordingly. Mrs. Reeder remarked that she had not realized there are students within the Title I program who are attending non-public schools, and asked how the program extends to them. Dr. Pyles replied that the intent of the program is to focus on the children rather than on schools, and that the situation has been such that these children have not appeared in areas in which the staff was operating. There are now eighteen children eligible who attend non-public schools who will get some benefits from the program in the form of materials and equipment. Also, teachers will have an opportunity to participate in in-service programs and other meetings.

#### Pupil Transportation

- There were no requests or reports for the Board's attention this month.

#### Maintenance and Operations

- Dr. Pyles advised the Board that no damages of consequence were sustained as a result of the heavy rains and flooding during the month, and that only one bus contractor reported damage to six of his buses, but that work is in progress restoring these to operating condition.
- Among the normal range of activities of the department were repairs to 126 items of AV equipment, the conduct of an 8-hour workshop for all custodians, and fabrication and installation of bookcases in the Board room.
- Mr. J. C. Robertson, State Fire Marshal, wrote to the Superintendent on June 16, 1972, commending him on the outstanding progress made in the interest of fire safety.

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Food Services

- Mr. Eugene A. Jacobs, food facilities consultant, has been continuing his study of the satellite food service program in Howard County. It is now intended that he present his report in final form to the Board at its August meeting.

Purchasing

- On motion duly made, seconded, and carried, the Board approved award of contracts for the following:

Printing of booklets concerning Learning Centers at Northfield Elementary School to Allied Graphics for \$14,940.

Furnishing and delivering football equipment for Howard County high schools to Bacharach Rasin for \$10,431.65.

Refinishing gymnasium floors at Waterloo Middle School and Glenelg High School to J and J Professional Floor and Rug Service in the amount of \$6,000.

Supplying milk to Cloverland Farms Dairy, Inc. in Areas III and V and to H. E. Koontz Creamer, Inc., in Areas I, II, and IV.

Supplying bread for all schools to the E. H. Koester Bakery Company. Dr. Pyles advised that two other companies which had been invited to bid declined, one on the grounds that it did not have sufficient truck capacity and the other because it had reached a decision to confine operations to two counties next year. The prices given by Koester are quite good, and Mrs. Weatherholtz, Supervisor, is satisfied with the prices compared to costs last year.

All bidding was conducted in accordance with the procedures approved by the Board, and all bids received are on file for inspection by interested parties.

Finance

- The Board received copies of the operating and capital fund balance sheets as at May 31, 1972. There were no questions concerning these reports.
- The Board also received a report covering transfer tax receipts collected during the period 1966 through 1972.

Dr. Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Individually Prescribed Instruction (I.P.I.) - High School. Dr. Hovet included an article which had appeared in News and Comments, June, 1972, Volume 3, Number 1, quoting Mrs. Watkins, Supervisor of Mathematics, several teachers, and pupils. Reactions as quoted indicate that the program is highly successful.
  
- Staff Recognition. Dr. Hovet reported that Miss Wilhelmina Oldfield, Supervisor of Elementary Education, had been asked to work on the committee appointed by the State Superintendent of Schools, to develop guidelines for use in all school systems throughout the State for the development and implementation of educational programs at the early childhood level, which has been identified as one of the three major priorities by the State Department of Education.  
  
Mr. Gordon Hayward, Supervisor of English Language Arts, served as the exhibit chairman for the National Council of Teachers of English Spring Institute.
  
- Elementary and Middle School Combination. A staff committee chaired by Mr. John Soles, Assistant Director of Curriculum, submitted a report on the strengths and weaknesses of the operation of a middle and elementary school in one facility. One of the recommendations in the report was that one staff member be appointed principal of such a complex, with a vice principal for each level, i.e. elementary and middle. Mr. Schoenbrodt commented that the facility then becomes a K-8 school. The report indicated that the staffs of the two schools were working well together and utilizing the space well. Dr. Goedeke advised the Board that if it agreed in principle with this report the Owen Brown Elementary and Middle Schools will be planned together. Mr. Schoenbrodt asked whether it is possible to work up pupil projections to permit both schools to be built simultaneously. Dr. Goedeke replied that this did not seem feasible, and that it will be necessary to build the elementary school in such a way that the middle school can be attached.
  
- Institute for Behavioral Research, Inc. Dr. Hovet presented a proposal from the Institute for Behavioral Research, which is to be established in Oakland Manor, and which is a voluntary rehabilitation program for teenage drug abusers who have not been able to function within the public school system. If the program of studies is approved by the State Department of Education, and if the Board of Education of Howard County approves, staff members will work with the staff at Oakland Manor to develop curriculum for use by the students

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in the program, whereby credit could be given for work done and subsequently transferred to a regular school upon the student's return. The program is to be funded by the State drug monies. On motion by Mr. Pfefferkorn, seconded by Mr. Sargent, the Board approved participation in this program if and when it is established.

- Standardized Testing Program. The Board received copies of the test results for the past school year, showing the following:

Comparison of County mean test scores with National mean expressed as:

1. Grade Equivalents
2. Percentiles

Comparison of County mean test scores:

1970-71  
1971-72

Comparison of County mean test scores with expectancy grade equivalent based on ability scores

Five-year summary of test results in grades 3, 5, 8, and 10 by mean percentiles and I.Q.'s.

Because of the scores at the 8th grade level below norms, Mr. Schoenbrodt asked whether it would be possible to test grades 6, 7, and 8 to see whether the problem could be identified. Mr. Pfefferkorn remarked that he felt that in some elementary schools overstaffing is necessary. The staff was asked to investigate these requests and take necessary actions to bring about improvement.

- Summer Workshops. A list of the workshops scheduled for the summer, with dates and location, was included in Dr. Hovet's report.
- Driver Education. Mr. Walter Phelan, Supervisor of Physical Education and Driver Education, reported that this program is being offered in all high schools primarily at the 10th grade level. Students moving into the County in the 11th and 12th grades who have not participated in the program are permitted to enroll. Classes are also offered during the summer months in order to accommodate the growing number of interested students. The total number of students who completed the program from September 1, 1971 through June, 1972 was 606. In addition, a total of 262 students completed the program during the summer of 1971 and approximately 410 are enrolled in the current summer program.

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- Sports Champions. Mr. Phelan also reported that each year county champions in the various interscholastic sports conducted in the high schools are designated. These champions are determined in County championship meets and based upon games played between County teams, with the exception of track, gymnastics, and cross country. A list of the various championships was included in the report.

#### Operation and Administration of Schools

- High School Graduates - 1972. Mr. John Sullivan, Director of Instruction, prepared a summary of students who graduated from the Howard County high schools in 1972. There were 488 boys and 508 girls, for a total of 996 students.
- Participation of Students in Interscholastic Sports Programs. Mr. John Sullivan reported on the recommended policy statement regarding the participation of students in interscholastic sports programs when they voluntarily transfer out of their assigned district. Several meetings were held with the high school principals and central office staff. This group recommended the following policy statement for Board action and approval:

Students voluntarily transferring from one high school to another (when such change is not due to change of residence, boundary lines, or pupil personnel placement) are not eligible to participate in interscholastic athletics for a period of one year effective the day of transfer.

Mr. Brookins commented that he did not agree with the proposed policy, saying that if coaches are recruiting athletes, the student should not be the one punished. Dr. Goedeke replied that the students look from one school to another because of the record, the coach, the booster group, and so forth. This can result in selective migration in terms of some athletes. Mr. Brookins then said that the policy should be extended to everything outside the scholastic area, such as music, painting, art, etc. Dr. Goedeke pointed out that these programs are carried on within the school itself. Mr. Schoenbrodt noted that adoption of the suggested extension to the proposal would make it necessary to cut down on the open enrollment policy, which he did not wish to do. At his request a motion was made, seconded, and carried to table further consideration of this item until the next meeting.

- Expansion of Athletic Program. Meetings were also held with the principals regarding the plan of action for expanding the interscholastic sports program. The recommendation was made that, in addition to the interscholastic athletic teams presently financed and

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supervised by the Department of Education, high school principals may voluntarily organize interscholastic junior varsity baseball and ninth grade football teams during the 1972/73 school year. However, no additional monies would be made available to finance the activities. Also, all participants must be covered by insurance, coached by professional staff members, and issued proper protective and playing equipment.

Mrs. Reeder questioned why this matter had come up, and Dr. Goedeke explained that some high schools have been doing this on an informal basis, although schedules have not been supervised. He felt that the practice should be permitted for the coming year without funding, and under the supervision of Mr. Phelan, noting that it is a way of allowing more students to participate.

Mr. Schoenbrodt stated that he was opposed to this procedure, adding that if a program is permitted in a school the Board should fund it, supervise it, and control it. He noted that following the proposed procedure would permit outside groups to provide uniforms for eighth graders, seventh graders, etc. His position was that if the Board cannot fund and control a sport it should not be permitted under other sponsorship. Dr. Goedeke pointed out that if the Board does not approve the proposal it will have to say, "You will field only the teams funded. If youngsters don't make the team they will have to participate in sports outside school assistance." Mr. Schoenbrodt replied that he felt if there were a strong intramural program this would take care of the situation. Further discussion was tabled until after the lunch recess. Upon reconvening the proposal was again presented, after which on motion duly made, seconded, and carried the Board rejected the proposal.

#### Media Services

- No report

#### Pupil Personnel Services

- Home and Hospital Teaching. Mr. Gilbert Miller, Supervisor of Pupil Personnel, reported that 48 youngsters received home teaching during the school year. In addition to the home teaching program, a hospital teaching program was conducted at Taylor Manor Hospital. This program involved a total of 68 youngsters and four teachers. Five of the youngsters qualified for high school diplomas, which were awarded by the high school the students attended prior to their admission to the hospital.



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- Pupils. Mr. Miller also reported on the number of pupils registered on September 30, 1971 and the number registered on June 16, 1972, which showed an overall increase of 101, although the high school enrollment dropped by 148.

Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, presented his report covering the following areas:

#### Howard Vocational-Technical Center Addition

- The Board received copies of the recommendations of the Advisory Committee on Vocational Education with respect to the need for an expanded program and facilities for the horticulture department. Mr. Sargent moved that the Board accept the recommendation of the Supervisor of Vocational Education concerning the schematics presented at the June meeting, which included the addition of three greenhouses as part of the addition to the Center. Mr. Pfefferkorn seconded the motion. Mr. Schoenbrodt questioned the need for an excessive amount of space for one subject area, saying he believed there is a work-study program which would permit expansion, particularly in the senior year, and that if there is that much demand and that many people involved there should be no problems in working out a work-study program. Mr. Max Smith, Supervisor of Vocational Education, replied that there is a work-study program with six or seven students in it at the present time. In reply to Mr. Schoenbrodt's question as to why there were not more, Mr. Smith replied that it was a question of whether the students were ready. Mr. Schoenbrodt then asked what indication was there of students being turned down because of lack of space. Mr. Smith replied that no students have been turned down, but the facilities need to be improved and upgraded. He also said that this program encompasses horticulture, agriculture, etc., all tied up in one. Mr. Brookins asked whether there would be more pupils enrolled if the program and facilities were better, and Mr. Smith replied that there would be. Mr. Sargent stated that if, in the opinion of the administration, it takes four greenhouses to carry out the program he was in favor, nothing that the small savings by eliminating one green house in a \$2,000,000 plus facility were not worth jeopardizing the program. The Board approved the schematics as presented.

#### Status of Construction Projects

- Mr. Joseph Ring presented the report covering the status of projects under construction. He reported that Mr. Gillespie of Anchor Construction Company, general contractors for Swansfield and Steven's Forest Elementary Schools, had advised of difficulty because of dampness which had temporarily halted painting, plastering, and other interior work. Mr. Gillespie had requested funds

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to operate the air conditioners in order to dry out the moisture, but did not feel the cost to be the responsibility of his firm. Members of the Board and the staff discussed possible ways of providing funding to operate the air conditioning units for a period possibly as long as three weeks, at an estimated cost of \$800 to \$1,000 per week, in order that these projects not be delayed. At the close of the discussion, the staff was directed to apply to the State School Construction Committee for funds, pointing out the problems which would be created by a delay in the opening of these two elementary schools. The staff was also directed to determine whether there is sufficient money in the operating account to cover this cost in the event that the Interagency Committee does not provide funding.

- Mr. Schoenbrodt asked whether any consideration had been given to sandblasting older schools as they are renovated and modernized, pointing out that in some cases the exterior was not in keeping with modernized interiors.

Calendar for the Fiscal Year 1974 Capital Budget and the Fiscal Years 1975-79 Capital Improvement Program

- The Board approved the proposed calendar for preparation of the FY-1974 capital budget and the FY 1975-79 capital program, subject to revisions as they become necessary.

Appointment of Architects

- The Superintendent recommended that the following appointments of architectural firms be approved:

Modernization of Howard High School  
McLeod, Ferrara & Ensign

New Jeffers Hill Elementary School  
McLeod, Ferrara & Ensign

New Owen Brown Elementary School  
Walton, Madden & Cooper

New Hammond Area High School  
Stanley Arthur

Modernization of Atholton High School  
Johannes and Murray & Associates

Long Reach Middle School  
Johannes and Murray & Associates

The Superintendent pointed out that in the case of the Owen Brown Elementary School it would be necessary to design the facility in such a way that the middle school could be added to it to form a combined elementary/middle school complex. Mr. Sargent pointed out that it would be necessary at the outset to prove the economy of this construction in the long run.

On motion duly made, seconded, and carried the Board approved these appointments.

#### Brick for Dunloggin Middle School

- The Board had been asked to view panels of brick which had been set up by the architects for the Dunloggin Middle School at the site of this facility, in order to choose the one most harmonious with the Northfield Elementary School. Members of the Board expressed various preferences, but agreed to leave the decision to the architects.

#### Report on the Modernization of the Lisbon Elementary School

- The Board received copies of the report of Bucher-Meyers, architects appointed to study the feasibility of modernizing the Lisbon Elementary School. This report recommended that the facility be replaced with a new building, either on the same site or an alternate site if possible. Dr. Goedeke recommended that the Board accept the report, and that the staff then submit the report to the Interagency Committee with a request that, in view of the extensive cost for modernizing, a new school be funded instead. If the State approves this request, the next decision to be made is whether or not a new school would be constructed on the same site or on another site in the area, still to be identified. The possible use of the newer portions of the Lisbon school by another county department were also mentioned. The staff is to follow up on this project and prepare a recommendation for the Board.

#### General Educational Specifications for Elementary Schools - First Draft

- The Board received copies of the first draft of the proposed general educational specifications for elementary schools. The staff requested that the members of the Board study the draft and make recommendations for changes, additions, or deletions. In this connection, Mr. Sargent commented that the statements on art and music should be revised, pointing out that a great deal of personal and national progress is based on fine arts, and that he felt not enough consideration had been given to these areas. The Board tabled further discussion of this item until the next meeting.

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Request for Easement on Oakland Mills High School Site

- Mr. Begeny reported that the Baltimore Gas and Electric Company had requested an easement to construct a loop-system connecting electrical service between Oakland Mills High School and Oakland Mills Middle School. That loop-system is intended to provide continuity of power to both schools in the event a fault occurs and service is interrupted from the main service line along Kilimanjaro Road. The consulting engineers for the high school project and the staff engineers believe that this installation is worthwhile to the extent that only temporary interruption in service would be experienced in the event the main service line faults. On motion duly made, seconded, and carried, the Board approved granting of this easement.

Ellicott City Middle School Renovation

- After construction bids were received for the subject project, and during the review process by local agencies for the issuance of a building permit, the State Roads Commission issued certain requirements for entrance improvements as a condition of approving the permit. Dr. Goedeke advised the Interagency Committee in December, 1971, that he anticipated the need of an expenditure of some \$16,000 for these entrance improvements. That anticipated expenditure was included in the contingency amount established for this project. The Board was requested to approve the construction specifications prepared by Associated Engineers, after which the work would be advertised for bid. On motion duly made, seconded, and carried the Board approved the specifications and authorized advertising for bids.

Dr. Louis A. Sedlak, Supervisor of Staff Services, presented his report covering the following areas:

Resignations

- The Secretary recommended that the following resignations be accepted, effective June 30, 1972 unless otherwise noted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>
Benedict, Judith	Hammond M.	Mathematics	No longer certificated
Bernstein, Debra	Clarksville El.	Art	Marriage
Blocker, Norma	St. John's El.	Grades 4-5	Marriage
Burns, Kathleen	Waterloo El.	Grades 4-5	Personal Illness (eff. 5/31/72)
Daly, Donna	Atholton El.	Spec. Ed.	Moved away
Davidson, Patricia	Hammond M.	English	Moved away

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<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>
Earle, Ann B.	Northfield El.	Team IV	Moved away
Faber, Judith R.	Patapsco M.	Art	Moved away
Fewell, Lee A.	Hammond M.	Art	Business
George, Heningham	Running Br. El.	Grades 3-4	Study
Hoch, Wilma S.	Hammond M.	Home Ec.	Maternity
Jackson, Margaret	Glenwood M.	Home Ec.	Marriage
Kappelman, Alice	W. Friendship	Grade 2	Moved away
Mauro, Constance	Wilde Lake M.	Home Ec.	Teaching in another county
McGee, Lavinia	El. City El.	Grade 2	Moved away
Nieberlein, Patricia	Waterloo M.	Home Ec.	Maternity
Seward, John C.	Mt. Hebron H.	Special Ed.	Travel
Shumaker, Stephen	W. Friendship	Special Ed.	Personal--Family respons.
Slaughter, Drue	Lisbon El.	Grade 2	Marriage
Smith, Barbara	Clarksville M.	Grade 1	Moved away
Steiglitz, Linda	Thunder Hill El.	Team IV	Moved away
Sullivan, Barbara A.	Wilde Lake H.	Mathematics	Moved away
Susman, Gayle	Glenwood M.	Eng./Reading	Moved away
Theiss, Kay T.	Mt. Hebron H.	Librarian	Home responsibility

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

### Teachers' Contracts

- The Secretary recommended that the following teachers' contracts be approved, effective August 30, 1972 unless otherwise noted:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Salary</u>
Adams, Joseph	Oakland Mills M.	Art	\$ 7,800
Albert, James	Phelps Luck El.	Phys. Ed.	7,800
Ahlstrom, Kathleen	Thunder Hill El.	Grades 2-3	8,213
Anderson, Diane	Northfield El.	SLD	7,800
Atchley, Anita	St. John's Lane El.	Grade 3	7,800
Babayan, Sona M.	Bryant Woods El.	SLD	7,800
Baker, Betsey	Rockland El.	Reading	14,632
Baldwin, Robert	Howard High	Business Ed.	7,800
Beerman, Barry	Wilde Lake M.	English	7,800
Black, Carole	Steven's Forest El.	Reading Spec.	10,089
Block, Marilyn	Atholton High	English	7,800
Boesler, James R.	Clarksville M.	Mathematics	7,800
Boruff, Karen S.	Mt. Hebron High	Home Ec.	7,800
Boston, Marie A.	Atholton High	Science	9,452
Boyd, Lawrence G.	Glenwood Middle	Ind. Arts	8,007
Brown, Debra	Oakland Mills M.	English	7,800
Brown, Pamela N.	Waterloo Elem.	Reading Spec.	9,483

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<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Salary</u>
Campbell, Thalia U.	Waterloo Elem.	Grade 4	\$7,800
Churchill, Paul G.	Longfellow Elem.	Grade 3	7,800
Cieslowski, Christine	Glenelg High	Home Ec.	7,800
Clay, Ossie G.	Hammond M.	Home Ec.	12,343
Clise, Veronica J.	Atholton High	Business Ed.	7,800
Coleman, Deborah I.	Clarksville M.	Home Ec.	7,800
Conrad, Jessica A.	Mt. Hebron High	Phys. Ed.	7,800
Critchlow, Barbara	Faulkner Ridge El.	Art	7,800
Fischer, Geryl B.	Oakland Mills M.	Elem. Teacher	7,800
Frank, Gertrude J.	Longfellow Elem.	Special Ed.	14,632
Franz, Linda R.	Steven's Forest El.	SLD	7,800
Freeman, Patricia	Northfield Elem.	Grade 2	7,800
Gnizak, Eleanor P.	Mt. Hebron High	English	8,213
Goudy, Ieta M.	Glenwood M.	Home Ec.	8,213
Greenfeld, Barbara	St. John's Lane El.	SLD	8,007
Hain, Ronna S.	Northfield Elem.	Media Services	7,800
Heaps, Joseph F.	Mt. Hebron High	History	14,669
Hochstadt, Jacy	Bryant Woods El.	Art	7,800
Holland, Joseph B.	Glenelg High	Social Studies	7,800
Hon, Brenda	Ellicott City El.	SLD	7,800
Hood, Ann C.	St. John's Lane El.	Grade 4	7,800
Huebner, Marcene	Oakland Mills M.	Vocal Music	11,365
Katzen, Kenneth A.	Mt. Hebron High	Special Ed.	9,676
Kawahara, Karen L.	Oakland Mills M.	Social Studies	7,800
Klevenow, Suella M.	Faulkner Ridge El.	Reading Spec.	10,502
Kutson, Estelle	Steven's Forest El.	Grade 1	7,800
Krausz, Christine	Swansfield El.	Reading	11,741
Laczkowski, Ronald	Glenelg High	English	7,800
Leith, Paula D.	West Friendship El.	Grades 2-3	7,800
Lieberman, Susan	Wilde Lake High	English	7,800
Lowe, Jerry R.	Howard High	Mathematics	9,452
Mackey, Deborah S.	Oakland Mills M.	Social Studies	7,800
Martinez, Donna L.	Oakland Mills M.	Social Studies	11,841
Miller, Linda E.	Savage Elem.	Reading Spec.	9,676
Millstone, Rebecca	Thunder Hill Elem.	Elem. Teacher	7,800
Nicholson, Susan	St. John's Lane El.	Grade 2	7,800
Oswell, Carole E.	Swansfield Elem.	Teach IV	8,213
Payne, Marion E.	Clarksville Elem.	Grade 3	10,928
Peete, Naomi E.	Oakland Mills M.	Science	7,800
Pettit, David B.	Howard High	Biology	8,213
Pfister, John W.	Howard High	Media Services	10,502
Pierelli, Concetta	Swansfield El.	Elem. Teacher	7,800
Pollock, Karen	St. John's Lane El.	Grade 3	10,898
Pope, James A.	Guilford El.	Grade 4	7,800
Richards, Bonnie G.	St. John's Lane El.	Media Services	9,263
Ritter, Janet S.	Rockland Elem.	Elem. Teacher	9,865
Rosenbloom, Glenda	Atholton Elem.	Elem. Teacher	7,800
Ross, Dannie W.	Howard High	Phys. Ed.	7,800
Rubenstein, Elliott M.	Clarksville Elem.	Elem. Teacher	7,800

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Salary</u>
Shafran, Sandra	Oakland Mills M.	Elem. Teacher	\$ 9,452
Shry, Hobson Lewis	Hammond M.	Mathematics	7,800
Snope, Gertrude	Ellicott City E. (.3) Lisbon E. (.3)	Speech Therapist	8,213
Taylor, Diane H.	Mt. Hebron	Spanish	8,213
Vitagliano, Patricia	Howard High	English	7,800
Waddell, Sarah R.	Oakland Mills M.	English	8,626
Williams, Linda M.	Wilde Lake M.	French	9,452
Wisner, Rickey	Oakland Mills M.	Mathematics	7,800
Yaskowitz, Larue	Swansfield El.	Team II	10,915
Zembower, Keith	Waterloo El.	Elem. Teacher	7,800
Genua, Patricia	Hammond El.	Elem. Teacher	7,800
Kurz, Deborah K.	Clarksville El.	SLD	7,800
Grace, Kenneth	Howard High	Geography	7,800
Kaplan, Barbara	Ellicott City El.	Elem. Teacher	7,800
Nawrocki, Edward	Howard High	Science	9,246
Staub, Joseph R.	Mt. Hebron High	History	7,800
Small, Beverly	Faulkner Ridge El.	SLD	10,915

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

#### Requests for Leave of Absence

- The Secretary recommended that the following requests for leave of absence be approved, effective June 30, 1972:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>
Barrash, Bonita	Northfield El.	Elem. Teacher	Study
Bishop, Joyce H.	Waterloo El.	Grade 1	Study

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

#### Retirements

- None

#### Deaths

- None

#### Appointments and Promotions

- The Secretary recommended that the following personnel be appointed to serve as department heads in the positions indicated:

Mr. Vernon E. Seibert, Department Head, Physical Education -  
Glenelg High School

Mrs. Ophelia Barnes, Department Head, English -  
Atholton High School

Miss Joan Carol Clayton, Department Head, Social Studies -  
Mt. Hebron High School. This appointment is for the  
school year 1972/73.

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On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

The Superintendent presented the following matters for consideration by the Board. With the consent of the Board discussion of items under "Old Business" was deferred in order that staff members presenting reports listed under "New Business" might be heard first.

New Business

- Review of Course Work Done at Mt. Hebron in Regard to Drug Program. Mr. Howard Adams, Vice Principal of Mt. Hebron High School, presented the report which had been compiled as a result of work done by a group of seniors as part of their course work during the school year. He described the manner in which the survey had been conducted, and drew the attention of the Board to the final page, which contained a summary of recommendations, noting that the students recognize the need for a drug training center which has not yet been federally funded.

Mr. John Sullivan, Director of Instruction, has been appointed to the Howard County Commission on Drug Abuse, and will be working with Dr. Segal, newly appointed chairman, as the representative of the Howard County public school system.

- Human Relations Committee Report

Dr. DiVirgilio, Chairman of the Human Relations Committee, presented the reports of the Human Relations Committees in each school, covering the activities which had taken place during the school year. He advised the Board that a proposal was being prepared under Title III for funds to build up the activities of these committees. The Board thanked Dr. DiVirgilio for his presentation.

- Presentation of Facts Concerning the Howard County General Plan as it Relates to School Sites

Mr. Thomas G. Harris, Jr., Director of the Office of Planning and Zoning, presented data relating to the need for and location of schools in Howard County as projected by his department, and identified on maps of the County the General Plan as it relates to these matters. Particular attention was given to the ultimate numbers and locations of the high schools, which were identified as follows:

1. Mt. Hebron
2. Dunloggin area
3. Ellicott City - Columbia Hills area
4. Howard High
5. Elkridge area
6. Wilde Lake
7. Trotter Road - Hickory Ridge area
8. Atholton
9. Hammond area
10. Savage - North Laurel area



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11. Oakland Mills
12. Waterloo area

### Old Business

- Report from Dr. N. Englehardt of Englehardt & Englehardt, Inc., Educational Consultants

Dr. Goedeke advised the Board that this report needed to be reviewed in depth by the members, but that he would like to present the idea that it be approved in principle, and that he would recommend that the job title for Mr. Begeny be changed to Director of New School Facilities and Planning. This change in title would not involve any change in salary at this time, but would be the first step in implementing some of the recommendations in the report. He also noted that it was necessary to move ahead with help in terms of budget preparation and drafting personnel and equipment, which should be housed in this section. In reply to a question from Mr. Sargent as to how it was proposed to implement the recommendations, Dr. Goedeke replied that he would try each year to staff up this section. Mr. Sargent commented that he would be disappointed if the Superintendent took the report as a blueprint, noting that he did not agree with all the recommendations. On motion duly made, seconded, and carried, the Board approved the change of title for Mr. Begeny.

- Disposition of Surplus Property

Dr. Pyles advised the Board that there had been no bidders for the surplus and obsolete property which had been authorized to be sold, but that Mr. Pfefferkorn had advised him that the Glenwood Lions Club was interested in making an offer for the entire lot, and would agree to remove everything purchased from the Board premises. If the Board agreed to this sale the Lions Club would extend its offer in writing. The Board approved this plan and authorized the staff to proceed with its execution.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Goedeke*

July 11, 1972

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BOOK INDEXPersonnel

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capped Children 10/5/71; Program for retarded citizens 12/7/71;  
Guilford Elementary School Program 3/7/72, 4/4/72;  
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NSBA Conference: 6/6/72

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Miscellaneous Topics (continued)

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 Owen Brown 6/6/72; Phelps Luck 1/4/72; Stevens Forest 1/4/72;  
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 Regulations: 4/4/72  
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Schools - Construction

Centennial Lane Elementary

Naming 8/3/71; Educational Specifications 10/5/71; Sketches 12/7/71;  
 Schematics 1/4/72; Design Development Document 4/4/72; Exit Plan  
 5/2/72; Exterior 5/2/72; Site Plan 5/2/72; Sewer Line 5/2/72 and 6/6/72;  
 Final Construction Documents 6/6/72

Dasher Green Elementary

Appointment of architect 7/11/72

Elkrige Elementary

Rejection of bids 7/6/71; Schedule 1/4/72, 3/7/72, 6/6/72; Award of  
 Contract 4/4/72

Hammond Elementary

Schedule 7/6/71, 8/3/71, 10/5/71, 1/4/72; Access Road 7/6/71, 8/3/71;  
 Liquidated Damages 1/4/72

Jeffers Hill Elementary

Appointment of architect 7/11/72

Lisbon Elementary

Feasibility Study 6/6/72, 7/11/72

Schools - Construction (continued)

## Phelps Luck Elementary

Preliminary drawings 7/6/71; Award of Contract 10/14/71; Change Order 12/7/71; Schedule 1/4/72, 4/4/72

## Rockland Elementary

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## Roxbury Elementary

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## St. John's Lane Elementary

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## Stevens Forest Elementary

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## Swansfield Elementary

Award of Contract 10/5/71; Schedule 1/4/72, 4/4/72; Dampness Problem 7/11/72

## Talbot Springs Elementary

Naming 8/3/71; Educational Specifications 10/5/71; Schematics 12/7/71; Design Development Documents 4/4/72; Final Site Plan 5/2/72; Final Construction Documents 6/6/72

## Whiskey Bottom Road Elementary

Sketches 12/7/71; Schematics 1/4/72; Design Development Documents 4/4/72; Site Plan 5/2/72; Exterior 5/2/72; Sewer Service 5/2/72; Final Construction Documents 6/6/72

## Clarksville Middle

Funding 8/3/71

## Dunloggin Middle

Appointment of architect 8/3/71; Naming 8/3/71; Educational Specifications 10/5/71; Schematics 11/2/71; Design Development Documents 12/7/71; Final Drawings 3/7/72; Award of Contract 5/2/72; IAC Action re: Award of Contract 5/27/72; Brick 6/6/72, 7/11/72

## Ellicott City Middle

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## Hammond Middle

Schedule 7/6/71, 8/3/71, 10/5/71; Access Road 7/6/71, 8/3/71; Schedule of completion 1/4/72; Liquidated Damages 1/4/72

## Harper's Choice Middle

Schedule of opening date 6/1/71; Closing of Cedar Lane 7/6/71; Appointment of architect 8/3/71; Educational Specifications 10/5/71; Schematics 11/2/71; Design Development Documents 12/7/71; Final drawings 3/7/72; Award of Contract 5/2/72; IAC action re: Award of Contract 5/27/72

## Long Reach Middle

Appointment of architect 7/11/72

## Oakland Mills Middle

Award of Contract for Construction 6/9/71; Kitchen equipment 10/5/71, 4/4/72

Schools - Construction (continued)

## Atholton High

Auditorium 6/1/71, 3/7/72; Appointment of architect 7/11/72

## Glenelg High

Auditorium 7/6/71, 10/5/71, 4/4/72

## Hammond High

Appointment of architect 7/11/72

## Howard High

Auditorium/Air Conditioning 10/5/71; Appointment of architect 7/11/72

## Mt. Hebron High

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## Oakland Mills High

Funding 7/6/71; Schedule 11/2/71; Wage Scale 11/2/71; Graphics 11/2/71; Auditorium 3/7/72; Award of Contract 4/4/72; Change Order 6/6/72

## Wilde Lake High

Completion schedule 8/3/71, 9/7/71, 10/5/71, 1/4/72; Lighting 10/5/71; Paved play area 10/5/71; Liquidated Damages 1/4/72

## Vocational-Technical Center

Educational Specifications 12/7/71; Funding 4/4/72; Schematic Design 4/4/72; Design Development Documents 6/6/72

## Scaggsville School

Approval of plans for conversion 6/1/71; Rejection of bids 7/6/71; Award of Contract 10/14/71

Schools - Instruction, Administration, etc.

## Atholton Elementary

Painting exterior 11/2/71; Resolution from PTA 12/7/71, 2/1/72, 3/7/72, 4/4/72; Appointment of Principal 5/2/72; Change Name 6/6/72

## Bryant Woods Elementary

Partitions 6/6/72

## Centennial Lane Elementary

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## Clarksville Elementary

Appointment of Principal 12/7/71

## Guilford Elementary

Appointment of Principal 6/1/71; Teacher/Learning Situation 3/7/72, 4/4/72

## Hammond Elementary

Appointment of Principal 6/1/71; Resolution of Hammond Elementary PTA 12/7/71

## Lisbon Elementary

Use of classroom 2/1/72

## Longfellow Elementary

Appointment of Principal 5/2/72

## Northfield Elementary

Partitions 6/6/72

## Phelps Luck Elementary

Housing of students 9/7/71; Appointment of Principal 5/2/72



Schools - Instruction, Administration, etc. (continued)

## Roxbury Elementary

Educational Specifications 10/5/71

## Savage Elementary

Community Center 8/3/71, 9/7/71, 11/2/71

## Stevens Forest Elementary

Housing of students 9/7/71; Appointment of Principal 5/2/72

## Swansfield Elementary

Housing of students 9/7/71; Appointment of Principal 5/2/72

## Talbot Springs Elementary

Educational Specifications 10/5/71

## Waterloo Elementary

Appointment of Principal 5/2/72

## West Friendship Elementary

Painting exterior 11/2/71

## Whiskey Bottom Road Elementary

Naming 11/2/71; 1/4/72

## Worthington Elementary (Ellicott City Elementary)

Community Center 8/3/71, 9/7/71, 11/2/71, 12/7/71, 3/7/72

## Clarksville Middle

Concerns re: curriculum 8/3/71; Painting of exterior 11/2/71

## Dunloggin Middle

Educational Specifications 10/5/71

## Glenwood Middle

Housing of students from Patapsco Middle 7/6/71

## Hammond Middle

High school students help with tutoring 7/6/71; Observer - Wilde

Lake High 8/3/71

## Oakland Mills Middle

Appointment of Principal 1/4/72

## Patapsco Middle

Housing of students 6/1/71, 7/6/71, 8/3/71

## Atholton High

Seven-period day 7/6/71, 8/3/71, 10/5/71

## Glenelg High

Future Homemakers Project 5/2/72

## Howard High

Painting of exterior 11/2/71

## Mt. Hebron High

Housing of students 6/1/71; Modular scheduling 2/1/72

## Wilde Lake High

Model School Program (NEA) 6/1/71; Observer 8/3/71, 11/2/71;

Opening of school on flexible basis 8/3/71, 9/7/71; Open enrollment 8/3/71;

Grading system/testing 10/5/71, 11/2/71; Evaluation 11/2/71; Community/

School Center 12/7/71, 1/4/72; Documentary Film 2/1/72; Production of film

(Ford Foundation) 3/7/72; Grant Funds 4/4/72, 7/11/72

## Vocational-Technical Center

Educational Specifications 12/7/71; Report of Program 3/7/72; House

Project 6/6/72; Expansion of Program 7/11/72

Schools - Instruction, Administration, etc. (continued)

## Scaggsville School

Opened for retarded student program 3/7/72

## Community College

Courses for high school students 7/6/71; Transfer of funds 8/3/71, 9/7/71;

High school credits (early admission) 8/3/71

BUDGETOperating Budget

FY 1971 - Audit and unexpended funds 9/7/71, 11/2/71, 12/7/71

FY 1972 - Approval 7/6/71; Internal auditor (school funds) 9/7/71

FY 1973 - Schedule 10/5/71; Receipt of requests 12/7/71, 12/9/71, 1/4/72;

Review of Superintendent's Proposal 3/22/72; Approval 4/4/72;

Approval of revised budget 6/21/72

Five-Year Program - 4/4/72

Capital Budget and C.I.P.

General Information: Unexpended construction funds 8/3/71

FY 1972 - Amendment 6/1/71

FY 1973 - Calendar 7/6/71; Receipt of requests 9/14/71; Superintendent's  
Proposed budget 10/26/71; Approval after changing of priorities  
11/1/71

C.I.P. 1974-78 - Approval 11/1/71

Committees/Consultants

Curriculum Council 5/2/72

Elementary/Middle School Combination 7/11/72

Evaluation of System and Establishment of Goals/Directions 5/2/72

Gifted 4/4/72

Grading 12/7/71

Safety 3/7/72

School Building Construction Program Study 12/7/71, 6/6/72, 7/11/72

Policies/Criteria/Guidelines

Acceptance of Newly Constructed School Facilities 9/7/71

Dress Code 6/1/71

Drugs 9/7/71

Graduation Requirements 1/4/72

Improvement of School Sites by Non-School Groups 6/1/71

Participation in Interscholastic Sports Program 7/11/72

Policy and Procedures Manual - School Health 8/3/71

Pregnant Girls - Educational Program 8/3/71

Publication re: Testing 4/4/72

Purchasing 3/7/72

Religious Materials in Libraries 6/1/71, 9/7/71

Satellite Food Services Program 11/2/71

Policies / Criteria / Guidelines (continued)

Selection of Bus Contractors 2/1/72

Selection of Instructional Materials 5/2/72; 6/6/72

Smoking 6/1/71 (Approval); 2/1/72 (Evaluation)

Teaching of Controversial Issues 2/1/72

School Board Membership, Meetings, etc.

Agenda for Board meetings - publicized 10/5/71

Attorney's Fees 5/2/72

Election of Officers 7/6/71; 7/11/72

NSBA Conference 6/6/72

New Member (Reeder) 7/6/71

Resolution: Mrs. James 6/1/71; Mr. Zimmer 6/6/72; Plaque for Mr. Zimmer 6/21/72

Schedule of meetings 7/6/71; 4/4/72; 5/2/72

Service Award - Mrs. James 6/1/71

Tuesday, August 8, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, August 8, 1972. The following were present:

- Fred K. Schoenbrodt, President
- Warren G. Sargent, Vice President
- Harvey D. Brookins
- James W. Pfefferkorn
- Mrs. David A. Reeder

- M. Thomas Goedeke, Secretary/Treasurer and Superintendent
- Thomas W. Pyles, Assistant Superintendent - Administration and Finance
- Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction

The President opened the meeting and asked for a motion to approve the minutes of the regular meeting held July 11, 1972. On motion duly made, seconded, and carried the minutes were approved as submitted.

On motion duly made, seconded, and carried the agenda was approved as submitted.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantages). The State Department has advised that our Title I project application for 1972-73 has received tentative approval. In so doing, it is noted that our plan for achieving comparability in the coming year meets the requirements of the law.

It was reported further that plans are complete for an inservice workshop for staff to be held August 10-18 at the Hammond Elementary School. Dr. Robert Wilson, director of the reading center at the University of Maryland, will assist Miss Sponaugle, the coordinator, and the elementary supervisors, in the conducting of the program which will emphasize the team approach and include concentration on diagnostic teaching, instructional aids (including teacher-made materials), and pupil planning and self-evaluation. A budget of \$14,330 has been approved for this activity.

- Title II (Library Materials). No developments to report.
- Title III (Supplementary Programs and Projects).

Human Relations Workshop. As reported last month, the grant from Dr. Williams for the "Biracial Workshop to Develop Effective Techniques for the Training of Personnel in Human Relations" was \$3,355. Currently, funds are being sought for another proposal in this area from Title III ESEA. It would involve all faculty members in the county's senior high schools with one workshop being held in each senior high school for five hours each on a Friday evening and a full day on Saturday. With over 300 teachers eligible for this program, it is estimated that approximately \$25,000 will be required to support it. Reverend Hammond is working with the staff on this proposal.

Early Childhood Education. A rough draft of a proposal for a project involving two centers is in the Superintendent's hands and will be developed and submitted to the proper authorities under the Guidelines of Title III (ESEA). The cost is approximated at \$100,000.

- Other Grant Programs

Community Schools. It had been planned to have Colonel Dunn and Mr. Oaksmith present at this meeting to discuss the community school projects, but it was necessary to postpone this until the September meeting of the Board. It is reported that the program begins at Wilde Lake High School this week (August 7). The main program begins the latter part of September at that school and others. Five schools are operating full-time programs and seven are operating part-time programs. A proposal will be prepared by Mr. Oaksmith for submission to the Board of Education and to the Board of Parks and Recreation and will deal with the continuing operation of the center at Ellicott City Elementary School. If approved, it will then be sent to Dr. Muellen's office for processing. In the interim, this program is being operated with funds on hand. The maximum grant will be \$20,000.

Ford Foundation. Request has been made to the Ford Foundation for the payment of the remaining \$10,000 of the present grant for the Wilde Lake Model High School project. The Ford Foundation has been informed of certain minor internal transfers which have been made within the three categories of the grant. All remaining funds have been encumbered for the proper purposes and will be expended prior to the end of the first semester of 1972-73. A total of \$13,222 has been encumbered.

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The staff is continuing to work on a proposed second grant to fund the continuing development of staff and curriculum at the Wilde Lake High School at an estimated \$20,000 to \$25,000.

#### Pupil Transportation

- On motion duly made, seconded, and carried the following transfers of bus contracts were approved:
  - Two bus contracts from Mr. Harry Lee Eyre, Jr.  
to Mr. John Horton
  - Three bus contracts from Mr. Milbourn B. Craig, Jr.  
to Mr. Richard A. Stansbury
- On motion duly made, seconded, and carried the renewal of the school bus fleet insurance contract for 1972-73 with the H. Thomas Grimes Insurance Agency was approved. It was noted that the two county owned cars used by the transportation staff may now be included in this State reimbursed insurance coverage.

#### Maintenance and Operation

- In addition to the normal range of activities of this department, the following items were reported: refinishing of gym floors at Glenelg High and Waterloo Middle schools; interior painting begun at Mt. Hebron High; cleaning and flushing of boilers at four elementary schools, one middle school, and two high schools; installation of intercom "call-back" system for all classrooms at Howard High and continuing to work on same item at Glenelg which, when completed, will provide for this installation in all middle and high schools; and continuation of general cleaning schedule at all schools.

#### Food Services

- Dr. Pyles reviewed the Food Service Program Statements of Revenue and Expenditures for Quarter ending June 30, 1972 and for School Year 1971-72.

Mr. Schoenbrodt requested that future reports indicate a comparison of each quarter with the previous fiscal year quarter and also show deficit or surplus balances. Dr. Pyles will arrange to have such figures on all future reports.
- Mr. Eugene A. Jacobs, food facilities consultant, was present to review the report he had prepared and which had been distributed to the Board members. Dr. Pyles recalled that Mr. Jacobs had been asked to take a look at our present food service program, evaluate it, and make recommendations for the future in terms of

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the value, efficiency, satisfaction, etc. which could come from adoption of a satellite program on a large scale basis. He further indicated that he had worked closely with Mr. Jacobs in the compilation of this report and would recommend the satellite system very favorably. On the basis of a full commitment to the program, there would be considerable savings and quality of food and service would be as good or better than it is at the present time.

Mr. Schoenbrodt voiced the opinion of the Board in that the lengthy report was received late on August 4 and more time was needed for a thorough study before a recommendation could be made. Also, some of the Board members indicated a desire to visit some of the schools in Baltimore County which use the satellite food service program.

A thorough discussion followed which included such topics as the salaries that are included in the expenses of the program; the type of lunch served; amount of participation of students in the program; success of program in other counties; comparison of type of program recommended by Mr. Jacobs with type of program which a contractor would provide; number of free lunches being served; price of lunch to be served; equipment surplus; etc.

Mr. Jacobs concluded that the satellite food service program is an unqualified success; would result in considerable savings; would provide for more efficient use of existing facilities; is designed to reach all children, and recommended implementation of the bulk food satellite, as well as the redesign of schools planned for the future and modifications of existing schools so as to provide proper facilities for this type of service.

Mr. Schoenbrodt thanked Mr. Jacobs for his presentation and for the very comprehensive report. The matter will be tabled until the September Board meeting and Mr. Jacobs will plan to be present. He will also arrange a time when those who are interested may visit some of the schools in Baltimore County where the food service program is operating.

### Purchasing

- On motion duly made, seconded, and carried, the Board approved award of contracts for the following:

Meat	Schluderberg-Kurdle Co., Inc.	\$ 52,267.50
Poultry	Schluderberg-Kurdle Co., Inc.	7,500.00
Dairy Products	Smelkinson Brothers Corp.	8,411.00

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Modification and alterations to Northfield  
and Bryant Woods Elementary Schools:

Ebert & Associates, Inc. \$ 12,558.00

Fuel Oil for heating Howard County schools:

J. H. Toomey & Son \$155,622.85

Surplus Materials:

Glenwood Lions Club \$ 100.00

Finance

- The Board received copies of the operating and capital fund balance sheets as at June 30, 1972. Mr. Schoenbrodt asked if it had been necessary to make any transfers between categories to which Dr. Pyles replied that he felt most balances could be handled within the categories. He did not know of any needs at this time. Dr. Goedeke explained that this is usually done through the auditors' report when submitted to the County Executive.
- Dr. Pyles reported that he is engaged in a follow-up on the matter of self-insurance, that he is working with the County on this and also with insurance companies.

Dr. Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Opening Teachers' Meetings. An orientation meeting for all new teachers is scheduled for Tuesday, August 29, at the Atholton High School. The opening session will include introductory remarks by a representative of the Board of Education, the Superintendent of Schools, the Assistant Superintendent of Curriculum and Instruction, and the President of the Howard County Teachers' Association. Following the general session, the new teachers will meet with their supervisors, and then participate in a bus tour of the County arranged by Mr. Max Smith and Miss Wilhelmina Oldfield and have a picnic lunch prepared by the Vocational Technical Center and served at the Patapsco State Park.



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A meeting for the entire professional staff of the Howard County Public Schools is scheduled for Wednesday, August 30, at Glenelg High School. Dr. Leon M. Lessinger, Callaway Professor of Education and Professor of Urban Life, Georgia State University, will address the group on the topic, "Accountability", after which reactions will be made by teachers representing the primary grades, the intermediate grades, middle and high schools, the vocational school, and the special education program.

Each staff will report to its own school for professional activities on August 31 and September 1 in preparation for the opening of schools on Tuesday, September 5, 1972.

- Teacher Aides. Dr. Hovet called attention to the fact that eighteen instructional aides have been assigned to elementary schools for 1972-73, new Title I aides have been added in the Title I schools, and health aides have been placed in all of the high schools.
- Special Education. Mrs. Martha G. Sullivan, the newly appointed Supervisor of Special Education, was present and was introduced to the Board members. Also present and introduced at this time were Dr. T. K. Muellen and Mr. Stanley Mopsik from the State Department of Education.

Dr. Hovet presented an in-depth report on the program of Special Education which is used in our schools; a chart showing the number of aides in each school with a notation of how funded (county/state and federal); an explanation of the terminology and classifications used in the special education programs; a report of the operation of the Child Study Center which has the function of identifying, diagnosing, and recommending appropriate educational procedures for elementary pupils who are referred because of handicapping conditions; a chart summarizing the classes which will be in existence for the year 1972-73 at all three levels; and an explanation of the continuum of special education services designed by the Maryland State Department of Education which, among other things, provide for maintenance of children with mild to moderate handicaps in the mainstream of education rather than in segregated, self-contained special education classes and which encourage increased articulation between professional personnel in regular and special education programs and provide financial incentive to local school systems to increase the variety of programs and services for handicapped children.

Dr. Muellen indicated that the trend is to move away from special programs and special classes. A pilot program will be used in 22 schools next year in the hope of establishing a way to serve twice as many children with the same dollar.

Mr. Pfefferkorn questioned the ability of all of our schools to reach all of the children who require special programs. Dr. Hovet indicated that it is planned that all children will be screened. Further, we do have SLD classes in all schools and that is the only solution in some cases.

Mr. Schoenbrodt asked Dr. Muellen to comment on the plans of the State Department and to compare what the State is doing with what our Child Study Center is recommending. Is there any duplication? Dr. Muellen replied that the statewide move in the next 8-10 years is away from special classes toward some continuum type of program. Dr. Goedeke further explained that the goal in the Howard County public schools is that we are trying to reach each child who needs help either through the state continuum program or our own program.

Dr. Hovet indicated she will be aware of the possible need of special education programs in the middle schools. Mr. Mopsik indicated that the vast majority of special education children can be handled in the mainstream of education provided they are given additional special interest in addition to the regular classroom work. Dr. Hovet feels very confident this is being done and that our staff is very good at working with the students in this way. She further reported that we are now able to secure qualified certified staff members for this special work. Mr. Mopsik reported that the State is training 200 for work with children in special education programs.

- The Johns Hopkins University Study. Dr. Goedeke reported that we have indicated an interest in a cooperative research project between the Howard County Public Schools and The Johns Hopkins University which would involve review of the work we are doing in some of our open space schools. The Board is interested in pursuing this matter so that we may participate in this research and evaluation study.
- Language Arts Workshop. This workshop was held July 5-18 and was designed to improve the teaching in basic language skills. Among the workshop's products are a revised publication and five new publications for practical use by classroom teachers. A special committee designed the in-service program and trained participants in conducting it.

Operation and Administration of Schools

- Mr. John Sullivan, Director of Instruction, prepared a status report concerning the results of the changes in graduation requirements. On June 30, 1971 the Maryland State Board of Education waived the four-year enrollment requirement. It is reported that our students are taking advantage of the Early Admissions (procedure whereby a high school student is admitted to a full-time college program of studies prior to the completion of the minimum requirements for a high school diploma); Released Time (procedure whereby a high school student is allowed to leave school during normal school hours, for a part of the school day, to pursue activities not sponsored or supervised by the school; credit for graduation is not given for such activities, and it does not refer to vocational work experience); and Waiver of Four-Year Enrollment Requirement (procedure which refers to those high school students who are able to meet the minimum requirements for high school graduation without enrolling in the 12th grade).

Mr. Schoenbrodt asked if the State Department of Education is paying for our expenses involved in providing summer school acceleration courses, since such students would not attend high school for the full four years and our reimbursement on such students would be decreased. Dr. Hovet indicated that this program has moved ahead very rapidly in our County and its impact on our financial structure has not been determined.

Mr. Donald J. Begeny, Supervisor of New School Facilities and Planning, presented his report covering the following areas:

Status of Construction Projects

- Mr. Joseph Ring presented the report covering the status of projects under construction. He reported that it looks as if all three elementary schools and one middle school will be ready for occupancy on time.

Dr. Goedeke advised that complete faculties for all four schools are assigned and are participating in workshops for the preparation of the opening of a new school. Further, no double shifts will be needed during 1972-73 inasmuch as the new schools are expected to open on schedule. Dr. Goedeke congratulated Mr. Begeny on the excellent work he has done with architects, contractors, etc.

It was further reported that there were no foreseeable problems in the areas of equipment, air conditioning, painting, and carpeting.

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Site Work

- Mr. Begeny recommended an award of contract to F. E. Gregory and Sons, Inc. in the amount of \$182,700 for site work at Whiskey Bottom Road Elementary School. There was discussion on the following:
  1. The extension of North Laurel Road
  2. The desire for a bond which would give a completion date on the road rather than simply a performance bond that the road will be constructed
  3. The fact that the grading contractor is the same one being used by the Grant-Holladay Construction Corporation and has equipment on the site and will proceed promptly. The Interagency Committee has approved the grading contract and has previously approved the site.

On motion duly made, seconded, and carried the Board approved the awarding of the contract to the low bidder, F. E. Gregory and Sons, Inc.

- Mr. Begeny recommended an award of contract to Cherry Hill Sand and Gravel Co., Inc. for the site work at Centennial Lane Elementary School in the amount of \$145,192. On motion duly made, seconded, and carried the Board approved the awarding of the contract to the low bidder, Cherry Hill Sand and Gravel Co., Inc.

Plaques

- The Board was asked to review samples of plaques which will be used on new facilities, as well as remodeled ones, as compared to the plaque which has been approved for use by the Interagency Committee. It was agreed that the 12" x 18" plaque which is recommended for use by the Interagency Committee is too small and Mr. Begeny was asked to contact Mr. Carey's office for a reaction to a suggestion for a larger plaque to be used on new facilities.

In reviewing the wording on the plaques which we will place on our school buildings, Mrs. Reeder indicated that she would like to have her name listed as "Charlotte E. Reeder".

Change Order to Grading Contract

- On motion duly made, seconded, and carried the Board approved the change order to the grading contract with Parrott Equipment Company for the Dunloggin Middle School in the amount of \$12,474.80 as indicated in their Change Order #2.

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Dr. Louis A. Sedlak, Supervisor of Staff Services, presented his report covering the following areas:

### Resignations

- The Secretary recommended that the following resignations be accepted, effective on dates indicated:

<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Reason</u>	<u>Effective Date</u>
Daniel, Chanita	Swansfield El.	El.Tchr.	Moved	7/1/72
Harrison, Georgianna	Lisbon El.	Gr.4 & 5	Home respons.	7/24/72
James, Emma B.	Atholton High	Bus.Math.	Teaching in Mont. Co.	7/17/72
Kellum, Byrdie	Rockland El.	Trainables	Teaching in another county	7/26/72
Kinley, Kathy C.	Wilde Lake H.	Librarian	Moved away	7/25/72
McIntire, Sharon M.	Atholton High	English	Moved away	7/17/72
Reinke, Jean M.	Atholton High	English & French	Home respons.	7/10/72
Scheinberg, Janice Davidoff	Oakland Mills Middle	Math	Moved	7/14/72
Whittaker, Lynda	Waterloo M.	Science	Moved	7/25/72

On motion duly made, seconded, and carried, the Board approved the Secretary's recommendation.

### Contracts

- The Secretary recommended that the following teachers' contracts be approved, effective August 30, 1972, unless otherwise noted:

<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Salary</u>
Adeboye, Barbara J.	Hammond Middle	Grade 6	\$ 10,502
Birely, Marvin R.	Mt. Hebron High(.5)	Instrumental	8,007
	Steven's Forest El(.3)	Music	
	Phelp's Luck El (.2)		
Clopp, Patricia	Central Office	Speech Therapist	9,039
Dickinson, Diane	Howard High	Social Studies	10,089
Dornbirer, Susan	Glenwood M.	Elem. Teacher	8,420
Dowling, Ellen S.	Mt. Hebron High	Mathematics	7,800
Dubicki, Antonia C.	Swansfield Elem.	Team IV	10,278
Eyler, Susan M.	Central Office	Primary Vocal Music	7,800
Fischer, Sherry A.	Atholton High	Bus. Education	9,452
Fitzpatrick, Helen	Wilde Lake Middle	Home Economics	11,930
Flowers, Frances S.	Howard High	Mathematics	7,800

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<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Salary</u>
Gerth, George H.	Clarksville Middle	Industrial Arts	\$ 7,800
Haefner, Robert E.	Oakland Mills M.	Elementary Teacher	15,082
Harmon, Marilyn	Wilde Lake High	English	7,800
Harris, Annette	Waterloo Middle	Home Economics	7,800
Harvey, Janet M.	Guilford Elem.	Physical Education	7,800
Hunt, Nora L.	Wilde Lake High	Guidance Counsellor	12,567
Lanier, Carolyn	Hammond Middle	Mathematics	9,039
Larrabee, Eleanor	West Friendship El.	Grade 2	7,800
Leibowitz, Rheda L.	Running Brook El.	Language Impaired	9,452
Lincoln, Nancy G.	Phelp's Luck El.	Reading Specialist	9,883
Lunn, John A.	Atholton High	History	7,800
Manges, Sherrill	ChildStudyCenter	Diagnostic and Prescriptive	9,470
McKean, Kathleen	Patapsco Middle	Art	7,800
Merson, Linda L.	Hammond Middle	Elementary Teacher	7,800
Oliphant, Carol A.	St. John's Lane El.	Elementary Teacher	10,089
Palmer, Linda M.	ChildStudyCenter	Trainable-Special Education	7,800
Paper, Verna L.	Wilde Lake High	Mathematics	7,800
Perry, Harriet J.	Northfield Elem.	Elementary Teacher	7,800
Peterson, Marshall J.	Wilde Lake High	Social Studies	8,213
Phillips, Beatrice	Guilford Elem.	Elementary Teacher	14,632
Raudenbush, Linda	Hammond Middle	Mathematics	7,800
Reim, Lorraine L.	Northfield Elem.	Elementary Teacher	7,800
Rice, Christine A.	Glenwood Middle	Art	8,850
Rice, Sara Ann Evon	Clarksville Elem.	Grade 3	7,800
Ruch, Richard L.	Guilford Elem.	Elementary Teacher	7,800
Sandoval, Amado J.	Wilde Lake High	Science	11,778
Schwartz, Francine	West Friendship El.	E.M.R.	7,800
Shapiro, Eileen L.	Longfellow Elem.	Elementary Teacher	9,452
Starke, Jane C.	Ellicott City El.	Reading Specialist	9,689
Thornton, Maxwell T.	Howard Voc. Tech.	Agriculture and Electricity	14,645
Toombs, Kathleen	St. John's Lane El.	Elementary Teacher	10,278
Trent, Vivian C.	Waterloo Middle	Guidance Counsellor	13,806
Ward, Jerry	Wilde Lake High	Social Studies	11,365
Weston, Cynthia S.	Wilde Lake High	Mathematics	7,800
Wright, Kittye S.	Patapsco M. (.5) Mt. Hebron H. (.5)	Vocal Music	10,915
Polatnick, Diana	Guilford Elem.	Elementary Teacher	8,626
Koblin, Eileen S.	Clarksville Middle	Science	7,800

Dr. Sedlak called attention to the fact that the applicant listed as #25 on the aforementioned list (Linda L. Merson) had declined to accept the position as indicated at Hammond Middle School and her name is to be removed from the list.

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In response to questions from the Board, Dr. Sedlak indicated that to date approximately 32 new positions have been filled by Black applicants out of a total of 192 positions.

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation with the notation that the name of Linda L. Merson be removed from the list.

#### Requests for Leave of Absence

- The Secretary recommended that the following requests for leave of absence be approved, effective as indicated:

<u>Name</u>	<u>School</u>	<u>Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Wieder, Florence	Wilde Lake Middle	Art	Illness	7/12/72
Young, Jeanette D.	Guilford Elem.	Grades 1&2	Illness	7/5/72

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

#### Retirements

- The Secretary recommended that the following retirement be approved:

Mrs. Margaret C. Howard, reading specialist,  
at the Clarksville and Hammond Elementary  
Schools

The Secretary further recommended that the following resolution be adopted and spread upon the minutes of this meeting, and further, that suitably framed copies be presented to Mrs. Howard. On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

MRS. MARGARET C. HOWARD

WHEREAS, Mrs. Margaret C. Howard, who has served as a reading specialist at the Clarksville Elementary School, and the Hammond Elementary School during the past year, has requested retirement for reasons of disability as of August 1, 1972; and

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WHEREAS, Mrs. Howard has rendered twenty-nine years of faithful and exemplary service to the children of Howard County; and

WHEREAS, This service has been given to children of the Clarksville, Dayton, and Hammond Elementary Schools; and

WHEREAS, In each of these schools she has rendered outstanding assistance to children in the areas of general education and of reading; and

WHEREAS, In her relations with her colleagues Mrs. Howard is highly respected; now, therefore

BE IT RESOLVED, That the Board of Education of Howard County expresses its thanks to Mrs. Howard for her instruction of children who have been given into her care; and

BE IT FURTHER RESOLVED, That the Board of Education expresses its regret concerning her retirement; and

BE IT FURTHER RESOLVED, That the Board of Education wishes for Mrs. Howard every comfort and joy in the years of retirement.

#### Deaths

- None

#### Appointments and Promotions

- The Secretary recommended that the following person be appointed to serve as Administrative Assistant at Howard High School:

Mr. Cornelius Freeman

On motion duly made, seconded, and carried, the Board approved the Secretary's recommendation.

#### Old Business

- Policy Statement re: Participation of Students in Interscholastic Athletic Programs

After a discussion of the need for such a policy and after it was pointed out that such a policy would be effective immediately, but not retroactively, on motion duly made, seconded, and carried the following policy was approved with Mr. Brookins opposing:



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Students voluntarily transferring from one high school to another (when such change is not due to change of residence, boundary lines, or pupil personnel placement) are not eligible to participate in interscholastic athletics for a period of one year, effective the day of transfer.

- General Educational Specifications for Elementary Schools of Howard County

Mr. Pfefferkorn commended the staff for preparing such an excellent document. Mr. Brookins concurred, but indicated that he would like to have had the community schools included. Dr. Hovet responded that these are general specifications and community schools can be added for those of our schools involved.

One revision was suggested on page 4, "D. General Objectives", the first sentence is to be reworded to include the fact that the primary aim of the elementary school rests in the area of the acquisition of the basic skills.

On motion duly made, seconded, and carried, the Board approved the document, with the provision that the aforementioned change be made on page 4.

- House Building Project - Vocational Technical Center

The Secretary recalled that this matter had been discussed at the June 6 meeting of the Board and further information was requested concerning liability, manner in which earnings or profits would be used, etc. A letter from Mr. Reese, Board attorney, and a copy of the "Minutes of Incorporation, Howard Vocational Construction Company, Inc. dated June 26, 1972" were reviewed. After discussion concerning liability and insurance coverage for injury to students, the Secretary indicated that he would suggest to the corporation that they be responsible for paying for the insurance of students involved in the program and would notify Mr. Reese that he should see that our students are covered under the State Workmen's Compensation Act, if it is applicable.

On motion duly made, seconded, and carried the Board approved the house building project.

On motion duly made, seconded, and carried, Mr. Brookins was elected to represent the Board of Education of Howard County on the Board of Directors for the Howard Vocational Construction Company, Inc.

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- Request for Review and Revision of School Board Policy re:  
Prohibition of Smoking by Students

The Secretary brought to the attention of the Board the results of the survey and the evaluation of the present smoking policy as carried out by the five high schools and the Vocational Technical Center. He made a recommendation to replace the present policy with one which:

- A. Gives the individual school the option of allowing students the opportunity to smoke outside the school building in specific areas. Individual parental consent should be required. All other details would be left to the combined decision of the faculty, parents, and students.
- B. Violations of the school regulations will be handled by the school principal as in other disciplinary matters.
- C. Offers both teachers and students alike the opportunity to voluntarily attend programs designed to help break the habit and financed by the Board. This latter approach (including teachers, as students do not buy the "Do as I say not what I do" approach) is the positive and workable approach to breaking a difficult habit such as smoking.
- D. Would be effective for one year following its approval, after which time it would be evaluated and determinations made as to its continuation.

He further recommended the adoption of the following policy:

- A. The Board accepts as fact the knowledge that smoking is a causal factor in many serious and fatal diseases. Given this knowledge, it directs the Superintendent to continue and to intensify educational programs to help all students and teachers avoid smoking or terminate the habit if habituated. To assist in meeting this objective, special workshops will be scheduled for students and teachers who desire to voluntarily attempt to overcome the habit.
- B. However, the Board also recognizes that it is not within the "practical power" of the high school principal to prevent smoking on the school premises. Contributory permissiveness of parents and the impossibility of enforcing smoking prohibitions necessitate giving each high school principal the option of establishing areas on the school grounds (not within the school building) where smoking may be allowed.

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1. The parents, faculty, students are required to be involved in the decision to have a smoking area, and the location and regulations.
2. Students 15-18 years of age desiring to use the smoking area will be required to obtain parental permission.
3. Students under 15 years of age cannot use the smoking area under any circumstances.
4. Penalties for violating the rules and regulations shall be determined by the school principal. It is expected that in all cases the parents will be notified and their help requested. Cases not responding to local efforts for corrections should be referred to the central office.

Mr. Doug Carl representing the Howard County Smoking Committee was in attendance to present the views of this committee and to request that a smoking area, outside of the building, be set up at each of the five high schools and the Vocational Technical Center for a trial period of one year. He indicated that these areas would be maintained by the students through the student government, any financial burden involved would be carried by the students, and agreed that any regulations or policies should be determined by faculty and students. When questioned about this privilege contributing to an increase in the number of students who smoked, Doug responded that "peer pressure" is not a factor among high school students although it is among middle school students. It was felt this would create a problem for the 9th graders who are present in the high schools, but Doug felt that if they wanted to smoke they would get someone to buy cigarettes for them. He also thought that parental permission should not be necessary.

Before taking any Board action, Mr. Pfefferkorn suggested that the public deserves a right to be heard on this issue. Mr. Sargent felt too that any new policy should include two words particularly: "student involvement".

The Board was in agreement that a public hearing should be held and decided on September 12 at 8 p.m. at Mt. Hebron High School, after which a decision will be made concerning the smoking policy.

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New Business

- Letters of Intent to the State Department of Education re: Title III Proposals concerning (1) Early Childhood Education and (2) Human Relations

Early Childhood Education. The Secretary pointed out that the proposal will involve, among other things, a comparative analysis of the programs housed at two schools with different pupil populations. It was suggested that one school be located in Columbia and one in the Guilford area. Mrs. Reeder feels that our Head Start Program staff should be included in the planning of such a proposal.

After some discussion, a motion was duly made, seconded, and carried that the Board approve the proposal, that a letter of intent be sent to the State Department of Education, and that the suggestions concerning schools to be selected, youngsters to be enrolled, and inclusion of members of our Head Start Program on the planning committee, be conveyed to the committee for consideration.

Human Relations. This proposal involves a series of five weekend workshops to be held in the five high schools for the entire faculty of that school for the purpose of equipping the faculty members to deal with problems of human and race relations within the school and to design meaningful experiences in the areas of human and race relations for students at the several grade levels. Reverend Hammond has agreed to meet with members of the Project Development Committee to assist with the writing of the proposal.

On motion duly made, seconded, and carried the Board approved the proposal and requested the letter of intent to be sent to the State Department of Education.

Appointments

- Interscholastic Athletic Programs in High Schools

The Secretary indicated that for the interim since the Board's meeting of July 11, 1972, it has become evident that the Superintendent's presentation on the subject of interscholastic athletics was not adequately documented for the Board's consideration. Questions of policy interpretation and procedure, which had surfaced in this area and which had prompted a staff review, had been crystalized into a recommendation to the Board concerning junior varsity baseball and ninth grade football teams. The full range of implications contained in the decision requested of the Board had not been foreseen. Further, the dearth of background information available at that time constituted a significant handicap to full consideration. He regretted this oversight and accepted full responsibility for its occurrence.

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He reviewed with the Board the present policy; the recommendation of staff made at the July 11 meeting and its failure to be approved; the notice which was sent to all high schools immediately following; the reactions to that notice; and the teams which under Board policy have been receiving county fund support. Finally, he made the following recommendations:

- A. That the Superintendent review and revise as necessary the present policy statement regarding interscholastic athletics, such revision to be presented to the Board at the October, 1972 meeting.
- B. That in preparing the Operating Budget for 1973-74 particular attention be given to fully funding the interscholastic athletic programs recommended by staff and approved by the Board of Education.
- C. That for the year 1972-73:
  1. The Board permit the existing interscholastic athletic teams to operate for one year as in the past. (Continuation in 1973-74 will depend on the application of the revised policy statement.)
  2. All such teams in 1972-73 to be under the supervision of Mr. Walter Phelan who will monitor equipment, insurance, transportation, scheduling, officiating, etc.
  3. No interscholastic ninth grade team schedules for 1973-74 be prepared during this review period.

Persons representing students, booster clubs, school administrators, P.T.A.'s, and the community were in attendance to present points of view on this subject.

Discussion touched upon the following:

1. The responsibility of the Board for the welfare of all teams, including those which they have not approved and funded
2. The lack of physicians in attendance at 9th grade football games
3. The equipment for 9th grade football teams which has been supplied by parents or booster clubs
4. The need for a uniform interpretation policy
5. The value of after-school activities in order to provide worthwhile use of time and energy

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On motion duly made, seconded, and carried the Board approved the recommendation of the Secretary that the Superintendent review and revise as necessary the present policy statement regarding interscholastic athletics, such revision to be presented to the Board at the October, 1972 meeting; that in preparing the Operating Budget for 1973-74 particular attention be given to fully funding the interscholastic athletic programs recommended by staff and approved by the Board of Education; and that for the year 1972-73 the Board permit the existing interscholastic athletic teams to operate for one year as in the past, all such teams in 1972-73 to be under the supervision of Mr. Walter Phelan, and no interscholastic 9th grade team schedules for 1973-74 be prepared during this review period.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Lardner*

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Tuesday, September 12, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, September 12, 1972, at 10:00 a.m. in the Board room. The following were present:

Fred K. Schoenbrodt, President  
 Harvey D. Brookins  
 James W. Pfefferkorn  
 Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent-Administration & Finance  
 Mary R. Hovet, Assistant Superintendent-Curriculum & Instruction

The President called the meeting to order and asked for a motion to approve the minutes of the meeting held August 8, 1972. On motion duly made, seconded, and carried the minutes were approved as submitted.

Additions were made to the agenda, after which, on motion duly made, seconded, and carried the agenda was approved as amended.

At this time, the President addressed those present, saying that he had been disturbed to read in the newspapers that the public was not given the opportunity for input in matters affecting education. He had hoped that the Board provided this opportunity, explaining that these regular monthly meetings are public meetings, during which time the Board conducts the business of the Department of Education. They are not public hearings. Public hearings are held on particular subjects; however, there is an opportunity at Board meetings for the public to express itself on policy and other matters. This input is welcome, and there is a place on the agenda for people or groups who wish to speak; they may address the Board at any meeting by requesting time from the Superintendent. In the matter of boundary lines, smoking, budgets, and other subjects the Board has tried to provide for input at special hearings. There is also a procedure whereby adoption of any new policy is held over for one month after initial presentation in order that the public will have an opportunity to express its views. Mr. Schoenbrodt reiterated that public meetings are not always public hearings, but are those in which the Board conducts its regular business in public.

Dr. Goedeke reported to the Board that the Associated Builders and Contractors (ABC) had requested of the Commissioner of Labor that he review the prevailing wage scales set for the two schools on which bids were to be received the following day, September 13. This meant that the Board would not be able to receive those bids at the scheduled time. Additionally, ABC had indicated that the question of whether or not prevailing wage rates must be used needed



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to be settled, and in its opinion should be settled through court action in the event Howard County should make an award to a group using prevailing wage scales. Dr. Goedeke commented that he did not want to delay construction of these two schools, but thought it a question larger than Howard County and the two schools involved. He stated that in his opinion the question needed to be settled through the Legislature or the Attorney General's office, that is, whether or not prevailing wage rates should be used in specifications for school buildings. He further advised the Board that the staff was doing everything possible to have the ABC withdraw the request for review and court action. He wanted the Board to understand that he and the staff felt it unfair to the children and youth of the County to proceed with that method of resolving something which really needs to be resolved on a Statewide basis, either through the Attorney General's office or the Legislature. In answer to a question, he explained that the law states that prevailing wage rates must be used in all construction exceeding \$500,000 and which is wholly State funded, but that there is a question as to whether school buildings in Howard County are, indeed, wholly State-funded since some County monies are used to purchase items necessary for the schools to function. The staff planned to set a new date for receipt of bids, and to request that bids be submitted two ways: (1) with use of prevailing wage scales, and (2) without use of prevailing wage scales, in an effort to determine the least costly way of constructing the schools. After some further discussion concerning this problem, the Board directed the Superintendent to address a letter to the Attorney General, requesting an opinion as to whether school construction involving some County monies is or is not subject to the requirement that prevailing wage rates must be used in the specifications for such construction.

Mr. Donald J. Begeny, Director of Planning and New School Facilities, presented his report, covering the following areas:

#### Status of Construction Projects

Before calling on Mr. Begeny to present this report, Dr. Goedeke stated that he wished to make public recognition of all that Mr. Begeny had done to achieve the opening of the new schools on schedule, saying that it was not possible to indicate to the public and the Board the extent of time and commitment which had gone into these projects by Mr. Begeny and his group. Mr. Begeny in turn commended the contractors and architects, noting that in the case of the Phelp's Luck Elementary School work could not start until November, and that it was only through the efforts of the general contractor, Morrow Brothers, Inc., that the school was ready for occupancy on time. He also paid special commendation to the firm of Hankin and Zgorski, contractors for the Ellicott City Middle School renovation, whose foreman drove personally to Georgia in order to pick up carpeting necessary for the completion of the project.

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- Mr. Begeny then recommended that the Board formally accept the following buildings: Phelps' Luck Elementary School, Steven's Forest Elementary School, Swansfield Elementary School, Oakland Mills Middle School, and a specified portion of the Ellicott City Middle School which is now occupied. On motion duly made, seconded, and carried the Board approved these recommendations. Mr. Schoenbrodt stated that he wished to go on record as publicly commending the contractors for their cooperation in seeing that the schools were completed sufficiently on time so that the staffs could move in prior to opening for pupils.
- In response to a question from Mr. Brookins requesting more detail on the Elkridge Elementary School modernization, Mr. Begeny replied that the delay reported was due to the fact that one wall which was to have been removed was found to be a bearing wall, necessitating some redesign. It is not presently expected that this building will be completed by February 1, 1973. Dr. Goedeke advised the Board that he expected to get confirmation in writing that the State will not approve the proposed driveway improvement described in a change order presented to the Board. On motion duly made, seconded, and carried, the Board approved the change order for Elkridge Elementary School with the request that a full easement be obtained, rather than the half and half arrangement presently in force.
- Mr. Begeny also advised the Board that road improvements required to be maintained by the Ellicott City Middle School had not been approved by the State Interagency Committee because such improvements are considered to be off-site. Mr. Schoenbrodt asked whether the change is desirable or just mandatory. Mr. Begeny explained that the State Roads Commission is requiring that the entire front be paved in expectation of scheduled widening of Route 103. The last estimate indicated approximately \$28,000 would be involved. On motion duly made, seconded, and carried, the Board authorized the Superintendent to proceed with this improvement subject to getting whatever funds are possible from the State. If this is not possible he is authorized to use local site improvement or contingency funds.
- Mr. Begeny reported that the architect's report on the feasibility study covering modernization of the Lisbon Elementary School had been submitted to the State Interagency Committee, where it is presently under review.
- Dr. Goedeke advised the Board that the State Board of Education had approved the approximately \$1,000,000 grant for the Howard Vocational-Technical Center addition.

- Mr. Begeny also reported that a shortage of brick was delaying work at Harper's Choice and Dunloggin Middle Schools. He also mentioned that while visiting the Oakland Mills High School the previous Sunday he had noticed seven or eight children playing there, and suggested that a notice in the papers requesting parents to keep their children off the site might be desirable.
- The staff is working with the contractor concerning liquidated damages in the delay of completion of the Hammond Middle School, and it is hoped that further information will be available at the next meeting of the Board.

#### Liquidated Damages - Wilde Lake High School

- Dr. Goedeke advised the Board that the staff and Mr. Reese, the Board attorney, had been working with the contractor for Wilde Lake High School concerning liquidated damages for this project, and as a result he recommended that \$2,250 be withheld from sums still due the contractor, representing an assessment of \$50 per day for 45 days. On motion duly made, seconded, and carried the Board approved this recommendation. Mr. Schoenbrodt noted that the amount of damages is less important than the principle involved, and that this is the first time that such damages have been inflicted. He felt that the fact that the Board was making it a matter of record would influence contractors. Mr. Begeny said he would like to say a word in defense of the contractor, noting that on this project there were some seven items not in the general contract for which the general contractor suffered some monetary loss. These included cabinetry, carpeting, auditorium seating, and kitchen equipment. Mr. Schoenbrodt replied that the damages assessed did not include those items, but only items within the control of the contractor.

#### Educational Specifications

- Dr. Goedeke reviewed with the Board the action which had been taken at the August 8 meeting, when the Board approved a document entitled "General Educational Specifications for Elementary Schools". At that time architects were appointed for Jeffers Hill and Owen Brown #1 Elementary Schools, Hammond High School, the renovation of Howard High School and Atholton High School, and a feasibility study of the Ellicott City Elementary School and the Savage Elementary School authorized.

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These General Specifications are a part of the specifications prepared for each individual school. At this time the Board was asked to approve the specific requirements which had been prepared for the Jeffers Hill Elementary School, and for one of two or possibly three elementary schools to be located in the Village of Owen Brown. On motion duly made, seconded, and carried the Board approved these specifications.

- The Board was also asked to approve the educational specifications for the Hammond area high school, which are based on those for the Oakland Mills High School. In response to a comment by Mr. Pfefferkorn that he had heard some criticism that folding partitions are not used, Mr. Begeny replied that there are some schools in which the staff might say today that they are not needed, but that conditions can change with time, and that if fixed walls are used and something different is desired in the future, it is not then possible to achieve change. On motion duly made, seconded, and carried these specifications were approved.
- In the case of the proposed renovation of Howard High School, the staff proposed that the architect make up preliminary sketches based on what the staff feels the high school should have. Phase I is to be completed in July, 1974, and Phase II in July, 1975. Mr. Schoenbrodt stated that he felt it should be standard procedure, in the case of renovations, for each faculty to review the educational specifications before they are given to the architect. The Board approved authorizing the architect to start work, subject to its being reviewed by the administration and faculty of Howard High School.
- The Superintendent advised the Board that planning monies had been received from the State Interagency Committee for Ellicott City Elementary School, for the purpose of making a feasibility study of this facility. Prentiss Browne, architect for this project, had made a preliminary study sometime ago. However, the State committee felt that in view of the age of the building and the site limitations a more comprehensive study should be made. On motion duly made, seconded, and carried the Board approved this proposal. The same situation exists in regard to renovation or replacement of the Savage Elementary School, and the Board also approved a feasibility study for this building.

Initial Draft - FY '74 Capital Budget and FY '75/'79 Capital Program

- The Board received copies of the initial draft of the FY '74 capital budget. The second draft is to be ready by October 20 for presentation to the public. There will be a public hearing on October 24 to review what has been proposed. After receiving reactions from the public a draft will be presented to the County Executive, the County Council,

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the Planning Board, and the Interagency Committee by November 1. The final document must be presented to the State Interagency Committee by December 31.

- At this time Mr. Schoenbrodt remarked that he serves as a member of the Park Board, and has learned that there seems to be a problem of play sites in the Elkridge area. The Board of Education owns a school site in Lawyers Hill which is programmed for an elementary and/or a middle school. He asked whether any site planning has been done which would indicate that this site could become part of a Recreation and Parks Community/school concept. After some discussion the Superintendent was instructed to write to the Park Board making a proposal for a survey in order to determine what areas could be used by the Recreation and Parks Department for play areas prior to construction of schools, providing the Park Board wishes to accelerate the provision of play areas and has monies for the cost of such a survey.

Dr. Pyles, Assistant Superintendent-Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

Title I (Disadvantaged) The Howard County project for 1972-73 has been fully approved by the State Department of Education. Total expenditures authorized are in the amount of \$133,321. This project is designed for improvement in reading, plus math, in grades K-2 of the participating schools - Guilford, Lisbon, Savage, Elkridge, West Friendship, and Ellicott City Elementaries. Some 628 pupils will be involved.

The Title I Workshop, held at Hammond Elementary School during August 10-18, was rated very successful by the participants, including the Title I specialist from the State Department of Education.

Title II (Library Materials) No developments to report.

Title III (Supplementary Programs and Projects)

Human Relations Workshop. A proposal for five human relations workshops (one for each senior high school) is currently being prepared. The probable costs will total \$29,730. This proposal will be submitted to Title III (ESEA) State Department of Education authorities for funding during the present school year.

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Early Childhood Education. A proposal to establish two Centers for Early Childhood Education is also being prepared for submission to State Title III (ESEA) authorities. It is proposed to care for approximately 50 pre-kindergarten age pupils in the two Centers. At the present time the proposal is not sufficiently advanced to offer a detailed summary of probable costs, but the request for funding should not exceed \$75,000.

#### Other Grant Programs

Community Schools. On August 25, Dr. Freudenberger and Dr. Pyles met with Colonel Francis Dunn and Mr. Gene Oaksmith of the County Department of Recreation and Parks relative to the community school program in the County. Colonel Dunn plans to develop a descriptive statement of the program concepts as viewed by his staff and Board and to then present that statement to the Board of Education at its October meeting for reaction and discussion.

Ford Foundation. Dr. Freudenberger is continuing to negotiate with the Foundation relative to further funding of the Wilde Lake High School model project.

#### Food Services

- Mrs. Joan Weatherholtz, Supervisor of School Lunch, and Mr. Eugene Jacobs, food services consultant, met with the Board to answer questions concerning the recommendation to adopt satellite feeding in the Howard County public schools. A thoroughgoing discussion between members of the Board, the staff, and Mr. Jacobs brought up various areas of concern, including expected participation, cost, attractiveness of food, etc. The President also asked for comments from members of the audience. Further points covered were cost savings, if any, the use of a la carte meals, the utilization of kitchen equipment already in some schools, etc. At the close of the discussions the Board approved adoption of a policy of converting to satellite feeding, to be phased in over a three-year period in accordance with Mr. Jacobs' recommendations.

#### Pupil Transportation

- Busing Contracts. In July of 1972 the staff was advised by the State Superintendent of Schools of a newly developed contract form to be used hereafter between local educational agencies and school bus contractors. However, a second advisory dated August 30, 1972 indicated that further review of the subject form was underway and that its use was not now required.

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- Busing Data. Mr. Grason Fowble, transportation supervisor, reported that a fleet of 210 buses operated by 49 contractors is at work as school opens this September. Included are five smaller buses designed for use with handicapped children. Total distance traveled on a daily basis approximates 15,000 miles.
- Cost of Transporting Vocational Students for Work Experience. A discussion of this subject took place at the Board meeting on April 4, 1972, and resulted in a request that the staff prepare a report on the matter after it became known where employment would occur in the fall. Dr. Pyles presented this report, which contained six proposals for transporting students to various areas. Dr. Goedeke commented that he felt students who receive pay as part of their work experience should be charged at least a token amount for transportation if it can indeed be provided. In response to a question by Mr. Schoenbrodt concerning funding of some programs by the State, Mr. Smith, supervisor of vocational education, explained that monies are available to transport students from one high school to another under the Act of 1968. Federal vocational funds may be used on a matching basis, but the amount thus expended would diminish the amount available for other vocational programs. Mr. Pfefferkorn commented that the State Department is emphasizing career education, and this is one of the main goals. The staff was directed to check with the State Department to get help, particularly on proposals 4, 5, and 6 which involve transporting students to one of three hospitals for training. The staff was also asked to look at the vocational work experience schedule with the thought of making changes to facilitate transportation.

#### Maintenance and Operations

- The Board received a report from Mr. Walter Buchman, Director, covering the activities of his department during the summer months. A few statistics of interest show that in 1971, among many other things:
  - 3441 of 4094 repair requests were successfully completed
  - 1320 gallons of paint were applied
  - 1500 feet of shelving were installed
  - 850 acres of grass were mowed at 28 schools

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Purchasing

- The Board approved award of a contract to replace one oil burner at Howard High School to the J. J. White Company, apparent low bidder, in the amount of \$3,090. All bidding was conducted in accordance with the procedures approved by the Board. Copies of bids received are on file for inspection by interested parties.

Finance - Operating and Capital Budgets

- The Board received copies of the current operating budget as at July 31, 1972 and the school construction fund as at the same date. There were no questions on these reports.

Dr. Hovet, Assistant Superintendent-Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction, Including Instructional Aspects of Federal Programs

- Committee on the Gifted - Status Report. A committee was appointed in October, 1971 and charged "to take a look, in depth, regarding how we care for or what kinds of programs we have for gifted children in the Howard County schools. What provisions should be made for them . . ." A brief report of the work the committee has accomplished since that time was included as part of the report.
- Child Care Program - Columbia Association. During the last school year, centers for the provision of before-and-after-school care of elementary school children in Columbia were approved. An evaluation of the program by the principals of the schools involved indicated that only a small number of children were involved in the program; and the persons in charge have not been specific enough in explaining the duties and responsibilities of the persons working with the students. All principals felt that the program can serve a real need but would recommend that more work be done in preparation for supervision. The program is to be extended this year.
- Task Force on Reading - Status Report. Mr. John Soles, out-going chairman of the Task Force on Reading, prepared a status report before turning the chairmanship over to Dr. Louise Waynant, Supervisor of Reading. A report on the "Volunteers in Reading" program and the "Reading Courses" was included as part of Dr. Hovet's report.
- Family Life and Human Development. At the end of last school year, a survey was made of participating students in grades 6, 7, and 8 to obtain students' views as to the effectiveness of the program. A summary of the results of the survey was included in Dr. Hovet's report. Plans are underway for the second year of this program at the middle school level. The high school guide has now been developed in a rough draft and is ready for presentation to the Board prior to giving it to the schools.



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- Summer Workshops. Workshops were conducted during the summer months both for the purpose of curriculum development and for staff development.
- Summer School - 1972. Summer school was held from June 26 to August 4. The elementary program operated at Bryant Woods Elementary School and the secondary program was held at Atholton High School. A total of 1,442 students were enrolled in 21 elementary and 26 secondary courses, representing an increase of 573 students, or 65%. English III and IV courses were offered for original credit and 108 students enrolled as part of the new graduation program.
- Standardized Testing Program. At the request of the President, discussion of the Standardized Testing Program was held over for the October meeting. In making this request Mr. Schoenbrodt commented that the title is misleading in that the program covers more than standardized testing.

Operation and Administration of Schools. No report this month.

Media Services

- Mrs. Dorothy Quinlan, supervisor of media services, has reported that each of the new schools is opening with a minimum of 4,000 books and audio visual items with catalogues complete and ready for use. Periodicals and supplies are also ready.

Pupil Personnel Services. No report this month.

Staff Recognition

- Mrs. Dorothy Quinlan, supervisor of media services, has been asked to serve on a Maryland State Department of Education Advisory Committee for School Media Programs.

Other

- Dr. Hovet reported that all principals of new schools should devise a way to bring the community in to see the facilities and expose parents to some of the activities. The new elementary schools are having "At home's" or "Open House" on Sunday afternoons. The Wilde Lake High School formal dedication will take place on Monday evening, October 9, at 7:30 p.m. Dr. Harold Gores, Director of Educational Facilities Laboratory, will be the guest speaker.

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Dr. Louis A Sedlak, Supervisor of Personnel Services, presented his report covering the following:

### Resignations

- The Secretary recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Reason</u>	<u>Years in Howard County</u>	<u>Effective Date</u>
Anderson, Ruth	Lisbon El.	Grade 2	Moved away	10	8/25/72
Bassham, Darlene	Waterloo M.	Social St.	Teaching in Mont.Co.	2	8/3/72
Bennett, William	WildeLakeH.	English	Teaching in another state	1	8/30/72
Frietag, David	WildeLake H.	Ind.Arts	Study	1	7/31/72
Kenney, Barbara	RunningBrookEl.	Spec.Ed.	Moved away	2	8/30/72
Lawrence, William	Atholton High	Art	Teaching in another state	7	8/7/72
Lerner, Joan	Maternity Leave -Northfield	Kinder.	Maternity	4	8/21/72
Pettit, David B.	Howard High	Biology	Teaching in another county	0	7/21/72
Siskind, Robert	Patapsco M.	Science	Business	1.5	8/8/72
Whitaker, Jean	Atholton High	Spanish	Moved away	8	8/18/72
Wilson, Carole	Wilde Lake M.	English	Moved away	1	8/11/72
Robichaud, Robert	Wilde Lake H.	Phys. Ed.	Business	1	8/30/72

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

### Teachers' Contracts

- The Secretary recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Salary</u>	<u>Effective Date</u>
Adams, Patricia	Patapsco M.	Elem.Tchr.	\$ 7,800	8/30/72
Argyropoulos, Christina	Atholton H.	Art	7,800	8/30/72
Bennett, Joan	Lisbon El.	Elem.Tchr.	7,800	8/30/72
Brett, Rodney	Wilde Lake H.	Math.	9,039	8/31/72
			(Partial \$8,994)	
Brewer, George	Wilde Lake H.	Ind. Arts	7,800	8/30/72
Brown, Sara	Wilde Lake M.	English	10,072	8/30/72
Clem, Vicki	Mt.Hebron H.	French	9,263	8/30/72
Davies, Susanne	Oakland Mills M.	Elem.Tchr.	9,039	8/30/72
DuVall, Douglas	Wilde Lake H.	Phys. Ed.	7,800	8/30/72
Erdmann, Carolyn	Ellicott City El.	SLD	8,850	8/30/72

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<u>Name</u>	<u>School</u>	<u>Subject or Grade</u>	<u>Salary</u>	<u>Effective Date</u>
Evers, Barney	Wilde Lake High	English and Media	\$ 10,502	8/30/72
Friedman, Lorraine	Wilde Lake High	English (.5)	7,800	8/30/72
			(Partial \$3,900)	
Fuhrer, Robert	Howard High	Psychology	7,800	8/30/72
Glick, Bertharae	Hammond M.	Dev. Reading	10,089	8/30/72
Greenblatt, Anne	Northfield El.	Elem. Teacher	7,800	8/30/72
Grether, Jennifer	Wilde Lake H.	French & Spanish	8,213	8/30/72
Griffin, Helen	Ellicott City El.	Elem. Teacher	12,343	8/30/72
Harrison, Yvonne	Bryant Woods El.	Reading Spec.	10,089	8/30/72
Higginbotham, Donna	Lisbon El.	Kindergarten (.5)	7,800	8/30/72
			(Partial \$3,900)	
Hochstadt, Lynne B.	Lisbon El.	Elem. Teacher	7,800	9/1/72
			(Partial \$7,722)	
Horm, David A.	Guilford El.	Grade 4	7,800	8/30/72
Jarvis, Kathleen	Glenelg High	English	7,800	8/30/72
Lewko, Lewis	Waterloo M.	Science	9,452	8/30/72
McDowell, Donna	Atholton High	English	9,689	8/30/72
McNulty, Jane	Northfield El.	Elem. Teacher	10,691	8/30/72
Murphy, Linda	Waterloo M.	Elem. Teacher	7,800	8/30/72
Smith, Page T.	Wilde Lake H.	Librarian	13,224	9/1/72
			(Partial \$13,092)	
Snyder, Linda	Glenwood M.	Home Ec.	10,089	8/30/72
Spencer, Richard	Howard High	Biology-Math	7,800	8/30/72
Stafford, Patricia	Hammond M.	Elem. Teacher	7,800	8/30/72
Theiss, Nancy	Running Brook El.	Kinder. (.5)	7,800	8/30/72
			(Partial \$3,900)	
Thomas, David	Ellicott City El.	Phys. Ed.	8,626	8/30/72
Thompson, Judy	Running Brook El.	SLD	10,502	8/30/72
Whipps, Susan	Waterloo M.	Elem. Teacher	8,213	8/30/72
Whitman, Joyce	Waterloo El.	Spec. Ed.	7,800	8/30/72
Whitwer, Betty	Oakland Mills M.	Lang. Arts	9,452	8/30/72
Williams, John	Mt. Hebron High	Media	11,328	8/30/72
Woerner, Susan	Wilde Lake M.	Art	8,850	8/30/72
Wofford, Martha	Glenelg High	English (.5)	9,039	8/30/72
			(Partial \$4,520)	
Young, Susan	Lisbon El.	Elem. Teacher	7,800	8/30/72
Zweben, Elaine	Glenwood M.	Eng. & Reading	11,122	8/30/72
Kramer, Carole	Atholton High	English (.5)	8,213	8/30/72
			(Partial \$4,107)	

- On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

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Requests for Leave of Absence

- The Secretary recommended that the following request for leave of absence be approved:

<u>Name</u>	<u>School</u>	<u>Grade or Subject</u>	<u>Reason</u>	<u>Effective Date</u>
Frantz, Kathleen M.	Mt. Hebron High	French	Maternity	8/3/72

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Retirements

- None

Deaths

- None

Appointments and Promotions

- The Secretary reported that on August 28 Mr. Schneider, Principal of the Ellicott City Middle School, was hospitalized. On September 5 Mr. Girod was transferred to assume the acting principalship of the Ellicott City Middle School until Mr. Schneider returns to duty, following which Mr. Girod will be assigned to prestaffing duties in the central office for the two middle schools which open in September, 1973.

Effective September 5, Mr. Flurry was appointed acting principal of the Clarksville Middle School, and Mr. Oaks was transferred to the vice principalship of Clarksville Middle School from the vice principalship of Glenwood Middle School.

The Superintendent reported to the Board on the following:

Old Business

- Superintendent's Listening Post. The Board received a report on the program entitled "The Superintendent's Listening Post" which had been in effect since Wednesday, May 19, 1971, and which indicated that the Superintendent had visited 30 schools and talked with 220 participants in the course of these Wednesday evening meetings. The program will be continued this year, with the five high schools scheduled during October through November 1. Further scheduling will be reported at a later date.

New Business

- Report of the Health Advisory Committee. Mrs. Jean Donnelly, RN, Chairman, was present to answer any questions concerning the report from the Health Advisory Committee. The Secretary recommended that the information regarding planning of health room facilities be forwarded to the Planning Section for review and use as appropriate; the deletions and additions recommended for changes in the Health Room Policy and Procedures Handbook be accepted; the implementation of the suggestions regarding improvement of dental health be held in abeyance for review by the new supervisor of health education; and that the suggestion regarding locks on the doors of toilet facilities in health rooms be accepted. The Board approved this recommendation.
- Committee of Concerned Black Parents. The Board received copies of a petition prepared by a committee of concerned black parents, and requesting the following for their children:

To be treated fairly.

To be graded fairly in classroom and study activity competition.

To protest peacefully against discriminatory treatment.

To share equally in all of the benefits of the school system, academic as well as social.

To be represented by their peers as a minority in student government activity.

To study and learn about their heritage as Black people.

To be represented as a minority on selection committees.

To help establish criteria which relates to their experiences as prerequisites for membership in the Honor Society and other important student activities.

To be protected by the school system from all acts, policies and standards which impose racial discrimination and its resultant exclusion from full benefits of the school system.

The Board discussed this petition in some depth. Among the points raised was that if representation as a minority is granted, might this not be contrary to the policy of trying to integrate youngsters into a homogenous whole; the need to avoid involvement in a quota system; the need for all students to feel that they are represented. Mr. Brookins commented that he did not know whether discrimination exists and felt that if the staff could find a group that would act as advisers, composed of students, teachers, parents, and administrators, a real dialogue could be started.

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The charge to such a group would be to tell the Board of areas where it thinks discrimination exists. The Board would then be able to say, "We agree" and take whatever steps are necessary, or after investigation, to say, "We do not agree with that". In other words, after being advised of an apparent area of discrimination, the Board would be able to really determine if it were true or not true.

Mr. Pfefferkorn asked whether this could be the role of the human relations committees. Mr. Brookins said it was necessary to be careful of maintaining the group's respect. He suggested that a list of groups that might meet the necessary criteria be drawn up. He felt the matter should be turned over to Dr. Goedeke, and that the Board would support him but not play a key role.

Dr. Goedeke indicated that he would respond to the petition by saying that the statements have been reviewed and the staff and Board feel they have much merit. He will further indicate that a policy statement will be drafted which will incorporate the intent of the petition, and that a copy will be sent to Mrs. Sands.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Goedeke*



Tuesday Evening, September 12, 1972

The Board of Education of Howard County held a special meeting on Tuesday evening, September 12, 1972, at 8:00 p.m. at Mt. Hebron High School for the purpose of hearing from interested parties on the question of revising the present policy governing smoking in the schools. The following were present:

Fred K. Schoenbrodt, President  
 Warren G. Sargent, Vice President  
 Harvey D. Brookins  
 James W. Pfefferkorn  
 Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
 Thomas W. Pyles, Assistant Superintendent-Administration & Finance  
 Mary R. Hovet, Assistant Superintendent - Curriculum & Instruction

The President called the meeting to order, and advised those present that he would call first on those parties who wished to speak in favor of changing the present policy, and secondly on those who wished to speak in favor of retaining the policy. He further stated that there would be no rebuttal time allowed.

The following presented arguments in favor of changing the policy to provide a smoking area outside each high school building:

Douglas Carl	Howard County Smoking Committee
Ed Evans	Student Government Association, Atholton High
John Shmorkun	President, Glenelg High School SGA
Dennis Lane	President, Wilde Lake H. S. SGA
Tony Zei	President, Mt. Hebron Student Senate
Mrs. Kolarek	Wilde Lake High School PTA
Bill Cochran	Atholton High School student
Kenneth Daniels	Individual
Mrs. Mildred Pobst	Individual
Mrs. Barbara Rudlin	(Letter from Mrs. Rudlin read into the record)

The following spoke in opposition to the proposal to establish smoking areas outside high school buildings:

Dr. Fred Lewis	Individual
Bushrod Hopkins	Individual
George Halleron	Tuberculosis and Respiratory Diseases Association
Austin A. Zimmer	Individual
Mrs. Austin A. Zimmer	Individual
Mrs. Robert Florian	President, Howard High PTA
Dr. Michelson	American Cancer Society and chest surgeon
Gregory Walling	Tuberculosis and Respiratory Diseases Association
Don Bishop	Individual



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Several other members of the audience spoke extemporaneously from the floor on both sides of the question.

At the close of the presentations the President thanked all those who had appeared, and advised them that the Board would make its decision on or before its next meeting, scheduled for October 10, 1972. He then declared the meeting adjourned.

*m. Thomas Laidke*

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Special Meeting for purpose of hearing from interested parties on the question of revising the present policy governing smoking in the schools ..... 37

Wednesday Evening, September 13, 1972

The Board of Education of Howard County held a special meeting on Wednesday evening, September 13, 1972, at Glenelg High School for the purpose of receiving requests and suggestions concerning items to be included in the capital budget for FY '74 and the capital program for FY '75/'79. The following were present:

Warren G. Sargent, Vice President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Donald J. Begeny, Director of Planning and New School Facilities

Dr. Goedeke opened the meeting by welcoming those present, and then reviewed the schedule for preparation of the capital budget and the five-year capital program. At the conclusion of his remarks the following individuals presented requests:

H. Richard Bittner, President of the West Friendship Elementary School PTA, asked that the Board provide the following improvements at the West Friendship Elementary School: (1) Enlargement of the existing kitchen and provision of lavatories for cafeteria personnel; (2) Continuation of renovation of the older part of the school building. Renovation was initiated under Phase I and the PTA requested that the second phase be considered this year. This should include wire that meets safe standards; a realistic heating system; boys' and girls' lavatory on each floor; and the addition of air conditioning throughout the building. Phase III would include construction of a new gymnasium, to serve also as a multi purpose area. Mr. Bittner pointed out that last year the student population exceeded the capacity by 30. He also noted that there are many new developments surrounding the school, and that it is becoming obvious that parents and the Board must work together quickly to cope with the needs of this area. At the close of his remarks Dr. Goedeke thanked him for a very fine presentation and promised to give serious consideration to the requests.

The next speaker was Mr. Dennis Whittaker, President of the Glenelg High School PTA. Following are items requested for Glenelg High School: (1) a new girls' athletic field; (2) The present field must remain intact until a new field is provided; (3) additional land is needed; (4) the field and track facilities are makeshift; (5) guidance and office areas are crowded. An addition is needed for guidance library and

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conference offices, teacher work area, conference area and adequate general office area. A media area office should be included; (6) remodel three science rooms in an effort to provide an up-to-date program for all science students; (7) remodel room 130, the general shop and electronics shop; (8) the out-door track needs to be resurfaced; (9) parking lots are located poorly and are inadequate; (10) all older parking lots have eroded badly and need to be resurfaced; (11) mark parking area of all parking lots; (12) replace the partitions in boys' lavatories with low ceramic tile and masonry partitions.

Dr. Goedeke thanked Mr. Whittaker for his presentation, and reviewed briefly the status of funding for various types of remodeling and renovation, as well as for site acquisition. In response to a question from Mr. Estes concerning a possible 3rd/4th District elementary school, Dr. Goedeke explained that this school would be in addition to Lisbon and West Friendship to take care of the anticipated growth in the area. He also explained that Lisbon would be either completely renovated and modernized or replaced with a new building.

There being no further business to come before the Board, Mr. Sargent declared the meeting adjourned.

*m. Thomas Goedeke*

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Special Meeting for purpose of receiving requests and suggestions concerning items to be included in the Capital Budget for FY 1974 and the Capital Improvement Program for FY 1975-1979 ..... 40

Tuesday, October 10, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, October 10, 1972, at 10:00 a.m. in the Board Room. The following were present:

Fred K. Schoenbrodt, President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent-Administration and Finance  
Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction

The President called the meeting to order and asked for a motion to approve the minutes of the regular meeting of the Board held Tuesday, September 12, 1972. On motion duly made, seconded, and carried the minutes were approved as submitted. The President next asked for a motion to approve the minutes of the special meeting held Tuesday evening, September 12, 1972, at Mt. Hebron High School. Mrs. Reeder noted one correction, after which on motion duly made, seconded, and carried the minutes were approved as corrected. On motion duly made, seconded, and carried the minutes of the special meeting held Wednesday, September 13, 1972, at Glenelg High School and the minutes of the special meeting held Thursday, September 14, 1972, at Howard High School were approved as submitted.

On motion duly made, seconded, and carried the agenda as prepared by the Secretary was approved.

Mr. Donald J. Begeny, Director of Planning and New School Facilities, presented his report covering the following areas:

Status of Construction Projects - Mr. Joseph Ring

- Whiskey Bottom Road, Centennial Lane, and Talbott Springs Elementary Schools

The Designees of the State School Construction Program approved on October 9, 1972 award of the contracts to construct the Whiskey Bottom Road and Centennial Lane Elementary Schools to Morrow Brothers, and a contract to construct the Talbott Springs Elementary School to Anchor Construction Company, and had submitted this information to the Interagency Committee for final approval in written form. It was expected that a letter of approval would be

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received the latter part of the week. Mr. Schoenbrodt asked whether the Board could take action to approve these contracts subject to Interagency approval. Dr. Goedeke recommended to the Board that, subject to receiving approval from the Interagency Committee, it approve award of contracts for construction of the Whiskey Bottom Road Elementary School in the amount of \$1,101,400 and the Centennial Lane Elementary School in the amount of \$1,082,060 to Morrow Brothers, Inc., apparent low bidder at prevailing wages (these bid prices being the same as non-prevailing wages); and award of a contract for construction of Talbott Springs Elementary School in the amount of \$1,224,800 at prevailing wages to Anchor Construction Company, apparent low bidder for that facility. On motion duly made, seconded, and carried the Board approved award of these contracts contingent upon receipt of written approval from the Interagency Committee.

- Howard Vocational-Technical Center Addition

Johannes and Murray & Associates, architect for this project, will present to the Board at the November meeting 90% drawings.

- Lisbon Elementary School Modernization or Replacement

The architect's recommendations concerning this facility were submitted to the Interagency Committee, but no reaction had been received at the time of this meeting. The staff had been advised on the previous day that the recommendation is being actively reviewed and that a reply would be soon forthcoming.

#### Submission of Resolutions to the County Council

Mr. Schoenbrodt asked whether the Superintendent would recommend to the Board the introduction of a resolution to be submitted to the County Council for allocation of funds from available bond monies. Dr. Goedeke replied that formal approval by the Board would be required, but that he was not prepared to submit a recommendation at this time. Mr. Schoenbrodt remarked that in future such recommendations ought to be available at the regular Board meeting so that the Board may take formal action requesting reallocation of funds as necessary.

#### Educational Specifications for the Long Reach Middle School

- The Board was asked to approve two documents, one "General Educational Specifications for Middle Schools" and the second specific educational specifications for the Long Reach Middle

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School. Mr. Begeny explained that the General Specifications would be used by the architect for each middle school to be constructed, and that specific specifications would be prepared for each school when construction is approved and the architect appointed. Mr. Brookins commented that he felt if the staff was going to put out general educational specifications some mention should be made of the commitment to community schools. Dr. Goedeke replied that this had been considered, and that in schools which could definitely be identified as community schools this could be done. Mr. Schoenbrodt observed that the specifications could be approved on a general basis but that they could be changed at any time. On motion by Mrs. Reeder, seconded by Mr. Pfefferkorn, and carried, the Board approved both documents.

Dr. Thomas W. Pyles, Assistant Superintendent - Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)

There were no developments of significance to report for either the Title I (Disadvantaged) or the Title II (Library Materials) programs.

- Title III (Supplementary Programs and Projects)

Human Relations Workshop. The final draft of the proposal for a "Biracial Workshop to Develop Effective Techniques for the Training of High School Personnel in Human Relations" is being typed and will be submitted to the Maryland State Department of Education Title III (ESEA) office prior to the November 1, 1972 deadline, if approved by the Board. The projected cost of this proposal is \$28,230 and would make it possible for all senior high teachers to participate in one of five workshops devoted to human and racial relations.

This proposal, in its preliminary form, had been reviewed by Maryland State Department of Education personnel who work with Title III (ESEA) or Title IV (Civil Rights Act) proposals. Their judgment is that this is an excellent Title IV proposal, but is not so good as a Title III proposal. However, Congress has not passed legislation authorizing Title IV (Civil Rights Act) funding, while Title III (ESEA) funds are available. The Board was asked to approve submission of the proposal under both Title III and Title IV as funds become available. On motion duly made, seconded, and carried the Board approved this request.



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- Early Childhood Education. \$83,000 is being requested under this proposal; rather than the \$65,000 originally contemplated. Two centers would be set up for the calendar year 1973. This would be a three-phase operation geared to having the local system in a step-by-step process assume responsibility for it. The local system would be required to assume 50% of the cost the second year and 100% the third year. In addition, the staff has been encouraged by the State to move toward expanding the program if it appears successful. A thorough-going discussion followed between members of the Board and the staff. The purpose of the program, the children who would be eligible, the staffing required, the difference between this program and Head Start, and other pertinent areas were explored in detail. The Board stressed the fact that it could not commit itself to funding the program at any time, inasmuch as such funding would have to be provided by the County Council and there is no way of knowing whether this would be done. Members of the staff emphasized that the State is very anxious to have this county set up an exemplary program to be used as a model for similar programs throughout the State, and that there is a possibility that funding would become available through Federal monies as well as the State monies under Title III. Following this discussion the Board took the following action:

1. Expressed interest and support of the proposal, provided that funds for its implementation would be provided either by the State or Federal government;
2. Approved its submission as a Title III (ESEA) project with the stipulation that it be fully funded by sources other than county money;
3. Indicated that if approved by the State as a Title III (ESEA) project it would be with the understanding that the State or Federal Early Childhood Education funds would be furnished for it to continue in Howard County following the first year of full support from Title III monies; and
4. Felt that Howard County could well establish an exemplary project which might provide a model for the State, but that funding should come from the State or Federal government.

The aforementioned recognizes: (1) the need to establish pilot Early Childhood Education programs in areas such as Howard County; (2) the financial dependence of the Board of Education of Howard County; (3) the demands for increased support of essential, existing K-12 programs; and (4) the possibility of the State channelling to Howard County funds available for Early Childhood Education.

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- Ford Foundation

The present grant will expire as of November 1, 1972 and a report of the activities and expenditures will be prepared for the Ford Foundation as soon as possible. Exploration of the possibilities of producing or having produced a film of Wilde Lake High School will also be carried out.

- Community Schools

Colonel F. L. Dunn, Director of the Department of Recreation and Parks, met with the Board to discuss the implementation of the school/community center program. He had prepared a statement describing the concept of the school/community center along with a proposed basis for a working agreement, copies of which the members of the Board had received. Mr. Pfefferkorn asked whether the Recreation Department were prepared to purchase land on every school site. Colonel Dunn replied that such land would be purchased at every site determined to be a school/recreation center. Generally, these would be elementary schools, which would serve as community gathering places to be used during and after school hours. He went on to say that his department had just purchased ten acres behind the Atholton Elementary School and seven acres adjacent to Northfield. In Columbia neighborhood centers are being located adjacent to the schools. He further pointed out that the Board of Education was putting playgrounds on school property, and that the present plan calls for a smaller building to be attached to the school building for use by the Department of Recreation and Parks. Mr. Brookins commented that it would appear to him that the equipment in middle and high schools would be more suitable for adult use. Colonel Dunn replied that the theory is that these should be neighborhood centers, as defined by the elementary school service area, and that extra curricula activities in the middle and high schools occupied those buildings late at night.

Further discussion centered around the need for a formal joint agreement between the Department of Education and the Department of Recreation and Parks. Dr. Pyles pointed out that, while the concept had been agreed upon, guidelines for its implementation were needed by both departments. He suggested that a proposed set of guidelines be developed for sanction by both Boards, which would provide the guidance needed. On motion by Mrs. Reeder, seconded by Mr. Brookins, the Board approved this proposal.

The Board also requested that architects be requested to look at designing middle or high schools keeping in mind the community/school concept.

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Pupil Transportation

- Busing Contracts

The Board approved transfer of two contracts, one from Mr. James S. Nichols to Mr. Donald S. Clark, and the other from Mr. Nichols to Mr. William H. Randall, Jr.

- Transportation of Vocational Students for Work Experience

Following discussion of this subject at the September meeting of the Board, a review was held involving Mr. Fowble, Mr. Max Smith, Dr. Hovet, and Dr. Pyles. As a result, further investigation is underway relative to the areas of alternate scheduling patterns, practices in other units, bus ownership for such special use, etc. The results of these studies will be reported to the Board in November. In the meantime, it was reported that funds are available in the operating budget for the transportation of students engaged in the three programs for training in health services. Also, a temporary plan has been worked out for transporting students to the house-building project. Students engaged in individual work experience will continue as previously, pending decisions expected in November.

At this time the Board interrupted its regular order of business to discuss the progress report on the standardized testing program prepared by Dr. Hovet, Miss Oldfield, Mrs. Pennington, Mr. Soles, and Dr. Waynant. Mr. Schoenbrodt commented that if the philosophy is that test results are not for what we are accomplishing but for what we are not accomplishing, the system makes sense. It is easy to say that we are here or there, but the question really is what aren't we accomplishing? He requested that before results are submitted to the Board an analysis should be made of each particular school indicating what the problem areas are and what the thinking is rather than listing score after score. An approach similar to that used by Mr. Begeny in his status report might be useful. Mr. Schoenbrodt also asked whether test results are automatically submitted to parents or are parents notified of their availability, or how is this handled? Dr. Hovet replied that there is a policy statement to the effect that the student may receive the results of the Iowa test, but if a parent wants more data a conference would be arranged. Mr. Schoenbrodt then asked whether a letter is sent to indicate that a conference is available, and indicating the procedure for parents to use to follow up if they wish to. He went on to say that he felt it necessary to offer this information to individual parents, and that the test scores might be mailed home with a letter of instruction including the principal's name, telephone number, etc., so that parents would be able to contact the school. Dr. Goedeke said he thought this suggestion a good one, and that it would make it clear to parents that information is available.

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Mr. Pfefferkorn asked whether any reaction had been received from the schools concerning the new personnel; that is, aides and full-time reading teachers. Dr. Hovet replied that all principals seemed happy but she had received no specific reactions. Dr. Waynant reported extremely enthusiastic reactions. Mr. Schoenbrodt then asked whether a simple explanation could be prepared of the terms used. For example, what does reading at grade level mean?

In reply to a question from one of the parents present as to why more reading outside school is not encouraged, Dr. Waynant replied that emphasis is being placed on reading for enjoyment and an effort made to inculcate a desire to read.

Mr. Pfefferkorn asked how very early testing to pick up difficulties in reading was accomplished. Dr. Waynant replied that with very young children a great many things have to be taken into consideration and that she is very skeptical about any statement made as a result of a single test.

At the close of the discussion Mr. Schoenbrodt complimented Dr. Hovet and Dr. Waynant on the report.

Following the luncheon recess Dr. Pyles continued the presentation of his report.

#### Maintenance and Operations

##### - Regular Monthly Report

Mr. Walter Buchman, director, reported on work accomplished during the previous month, including completion of exterior painting of Atholton Elementary School; wiring and installation of a temporary PA system on the football field at Wilde Lake High School; repair of 228 items of audio-visual equipment; and various items of repair and general cleaning at all schools.

##### - Retirement

Miss Sponaugle, building administrator at the Scaggsville School, reported that Mr. Carroll Thomas, custodian at that school for 32 years, had retired on September 1, 1972. Dr. Pyles read into the record the following resolution, and advised that a suitably framed copy would be presented to Mr. Thomas:

MR. CARROLL THOMAS

WHEREAS, Mr. Carroll Thomas, Chief Custodian of the Scaggsville School, has retired from active service as of September 1, 1972; and

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WHEREAS, He has served in the capacity of custodian for thirty-two years; and

WHEREAS, He has been regarded highly by the principals, teachers, and pupils with whom he has been associated over those years; and

WHEREAS, He has rendered faithful and exemplary service to the Howard County Public School System; now, therefore

BE IT RESOLVED, That the Board of Education expresses its thanks to Mr. Thomas for his loyal service; and

BE IT FURTHER RESOLVED, That the Board of Education of Howard County and the Department of Education join in wishing Mr. Thomas many years of joy and health following his retirement.

On motion duly made, seconded, and carried the Board approved adoption of the resolution, and presentation of a framed copy to Mr. Thomas.

#### Food Services

Mrs. Joan Weatherholtz, supervisor, reported no new developments of significance during the past month.

#### Purchasing

The Board approved award of a contract to provide a new entrance to the parking lot at the Clarksville Elementary School to Ratrie, Robbins and Schweizer, apparent low bidder, in the amount of \$11,996. All bidding was conducted in accordance with the procedures approved by the Board, and copies of the bids received are on file for inspection by interested parties.

#### Finance

Mr. Joseph Williams reviewed with the Board the Current Expense Budget covering the period August 1-September 17, 1972, and the School Construction Fund covering the period August 1-31, 1972.

Mr. Schoenbrodt pointed out that in a situation such as ours where population is constantly changing we cannot tell exactly how much State aid we will receive until after the fiscal year is ended. It may be more than anticipated, or it may be less. For 1971/72 it now appears that there will be a sum of approximately \$399,100 in unexpended revenues from the State of Maryland in our fiscal 1972 operating budget accounts, following the completion of the audit now being made.

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The auditor, Langrall, Muir & Noppinger, should be requested to set up these unexpended revenues in a reserve account for FY '73. Further, the audit report should clearly identify these monies by a footnote indicating that they may be used to make up any deficit in State revenues anticipated in 1973, or additionally, to allow us a fund to draw upon with Council approval in the event that we are required to provide programs for a greater number of pupils than were funded as of September 30, 1972.

The aforementioned way of handling the unexpended revenues for FY '72 was approved.

### General Information

#### Maternity Leave

Dr. Pyles advised the Board that during the past summer it came to his attention that departmental practice with respect to maternity leave was not in accord with Title VII of the Equal Employment Opportunities Act as amended in 1972. It is specified therein that female employees must be granted sick leave for temporary disabilities related to pregnancy and that termination of employment at a fixed time during pregnancy is not allowable. The Department has, therefore, determined to adjust its practices according to the law in cases of this nature. While the negotiated agreement with the Howard County Teachers Association contains a provision now contrary in part to this requirement, the agreement also recognizes that any provisions held contrary to law will no longer be valid and subsisting except to the extent permitted by law.

The Board requested that the Department of Education go on record with the Howard County Teachers Association concerning this change.

Dr. Hovet, Assistant Superintendent - Curriculum and Instruction, presented the remainder of her report, covering the following areas:

#### Curriculum and Instruction

##### - Professional Work Session

During the workshops this summer, two in-service programs were developed which are to be used by the majority of the schools during the first and third professional work days:

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1. Communication Skills. This program was developed as a part of the Language Arts workshop and is designed to provide all teachers (K-12) in all schools with skills in working with students in reading and writing as related to their area.
2. Human Relations. This program was developed for schools at the secondary level as a result of the workshop on Human Relations and Black Studies held during the summer. Representatives from the faculties of each secondary school participated in this workshop and are working with their school's Human Relations Committee to develop plans for the workshop.

- Mathematics and Communication Skills Project

Mr. Gordon Hayward, Supervisor of English Language Arts, and Mrs. Louise Watkins, Supervisor of Mathematics, reported on the test results for the ninth grade students who participated in the Mathematics and Communication Skills Project during the 1971-72 school year. The report included data showing the gains reported at the end of the first year of operation of this program.

- College Night

Mrs. Media Pennington, Supervisor of Guidance and Testing, reported that plans had been developed for the Annual College Night to be held on November 9, 1972 at Mt. Hebron High School, starting at 7:30 p.m.

- Student Page Program

The selection process for the Student Page Program, which provides an opportunity for high school students to serve as Pages in the State Legislature, is under way. Two students from each public and private senior high school will be selected by the staff of the Social Studies Department in their school and will be submitted as candidates for the Page program. A committee composed of middle school social studies teachers interviewed candidates in October and selected two students to be submitted to the State Department of Education and who will serve as Pages in the Legislative session for 1973.

- Family Life and Human Development

A time is to be established so that a presentation may be made to the Board of Education of the materials recommended for use as a part of the high school program on Family Life and Human Development. The elective class has been started in two high schools.

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Media Services

Mrs. Dorothy Quinlan, Supervisor of Media Services, reported that the media centers in all the new schools have the furniture assembled and the shelving installed. She further reported on the number of items catalogued and processed, with a total of 15,157 items so handled during July, August, and September of the past summer.

Pupil Personnel Services

- Mr. Gilbert Miller, Supervisor of Pupil Personnel, reported that Mr. Thomas Moyer, a psychologist, had been added to the staff replacing Mr. Jerman, who is on a leave of absence.
- Mr. Miller also reported that there had been a total of 227 out-of-district school transfers approved for the 1972-73 school year, compared to a total of 249 the preceding year. In reply to a question as to whether medical certificates are required before a transfer is approved, Dr. Goedeke explained that no such document is required unless the receiving school has more than 95% of its permissible population already enrolled. In any case where the receiving school is less than 95% enrolled, pupils are permitted to transfer subject to transportation being provided, and with the understanding that the transfer is approved for a one-year period and is subject to review at the end of that time.
- The Home and Hospital Teaching Program has begun for this year. The Home Teaching Program is for physically or mentally disabled children who will be out of school for an extended period of time. The Hospital Teaching Program is an instructional program at Taylor Manor Hospital, the only hospital operating at the present time in Howard County. This program is fully funded by the State.

Dr. Louis A. Sedlak, Supervisor of Staff Personnel, presented his report covering the following areas:

Resignations

The Secretary recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Reason</u>	<u>Effective Date</u>
Auerbach, Cynthia	Running Brook	Grade 4	Moved	8/30/72
Frederick, Anita	Atholton High	Bus. Ed.	Resigned from leave	10/2/72
Tymchyshyn, Tamara	Glenelg(.5)	Librarian	Business	6/30/72
Vornbrock, Dolores	Glenelg(.5)	English	Too far to travel	8/30/72

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.



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Teachers' Contracts

The Secretary recommended that the following teachers' contract be approved:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Effective Date</u>	<u>Salary</u>
Moyer, Thomas R.	Central Office	Psychologist	9/18/72	\$ 10,495.00

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Request for Leave of Absence

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Effective Date</u>	<u>Reason</u>
Heine, Mary E.	Mt. Hebron High	Music (.5)	8/30/72	Maternity

On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

Retirements

No retirements were reported.

Deaths

No deaths were reported.

Appointments and Promotions

- The Secretary recommended that Mrs. Florence F. Pritchard, presently an English teacher at Mt. Hebron High School, be appointed to the position of Student Teacher Coordinator for the Wilde Lake High School - Patapsco Middle School and Ellicott City Middle School Center. On motion duly made, seconded, and carried, the Board approved this appointment.
- The Secretary recommended that Mr. Elhart Flurry, presently acting principal at Clarksville Middle School, be appointed principal of that facility, effective this date. On motion duly made, seconded, and carried the Board approved the Secretary's recommendation.

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The Superintendent presented the following items of business for the consideration of the Board.

Old Business

- Annual Lay Conference

Mrs. Charlotte Reeder, chairman of the planning committee for the Ninth Annual Lay Conference, gave an oral report on the status of planning for this event.

- Status Report on the Resolution Received from the Atholton Elementary School PTA

The Board received copies of a memorandum on the proposed evaluation and establishment of directions and goals for the Howard County public schools. An in-depth discussion between the Board and staff covered the various aspects of the proposed study and recommendations as to ways in which to proceed within the limitations of the funds available this fiscal year. After careful consideration of the various possibilities, the Board directed the Superintendent to seek out and employ a person qualified to serve as a continuing consultant in research for this project.

- Educational Accountability

The Board received copies of the recently enacted State Law concerning educational accountability. Dr. Goedeke reported that no action would be taken in this area until guidelines have been received from the State. When the guidelines are received the staff will have to establish goals for the system as a whole and following that each individual school will set up its goals and objectives. Then ways will have to be defined to measure the schools and the system. The State will review these and report to the Legislature.

- Johns Hopkins Study

Dr. Goedeke gave a status report on the Cooperative Study Between the Howard County Public School System and The Johns Hopkins University. Mr. Schoenbrodt commented that this kind of measuring is a vital part of assessing what is being done in the schools.

- Smoking Policy

The Superintendent stated that he had presented a recommendation for a change in the present policy, and that following that a public hearing had been held on the matter. The question was now before the Board for its decision as to whether or not to change the present policy.

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Mr. Schoenbrodt presented to the other Board members and the public copies of a proposal which he had prepared. Dr. Goedeke read the proposal which he had presented previously and Mr. Schoenbrodt then read his proposal. Following this, members of the Board, the staff, and the public discussed the proposal in some detail and suggested some changes. At the close of the discussions a motion was made and seconded that the President's recommendation be adopted with two amendments concerning educational programs and a requirement for parental permission. Mr. Pfefferkorn stated that he was opposed to permitting smoking either in school buildings or on school grounds, and that he did not believe that a more lenient policy was the answer. He registered his vote as no. Mr. Schoenbrodt voted in favor of the revised policy. Mrs. Reeder voted in favor of the revised policy also, noting that she felt parents have more effect on their children than the school in this particular area. Mr. Brookins also voted for the new policy, commenting that he felt the Board had taken another step in informing parents that the Board expects responsibility from them and from the students in this area. Following is the text of the policy which was adopted:

#### SMOKING POLICY FOR HIGH SCHOOLS

In the interests of health and safety:

1. The Board directs the Superintendent to continue and to intensify educational programs to help all students and teachers avoid smoking or terminate the habit if habituated. To assist in meeting this objective, special workshops will be scheduled for students and teachers who desire to voluntarily attempt to overcome the habit.
2. Student smoking is prohibited inside school buildings and within \_\_\_\_ feet of school entranceways. (Distance from the building is to be determined at a local high school level.)
3. All employee smoking is prohibited inside school buildings except in especially designated areas and only with the consent of fellow employee users of said areas.
4. Building interiors are to be prominently posted with "No Smoking" signs.
5. Student smoking in school areas outside of school buildings will not be prohibited by the Board of Education. Rules for regulating student smoking in outside areas are to be promulgated by a joint committee of students, parents, and faculty for each school. Such rules must require a parental permission statement. Enforcement of rules and punishment of violators will be the responsibility of each school.

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6. There will be no prohibition on employee smoking in school areas outside of school buildings.
7. Punishments for student violations of the prohibition on smoking inside buildings shall be as follows:
  - a. Suspension from school on the first offense pending satisfactory completion of a parent conference.
  - b. Suspension from school on the second offense for at least one week and again pending satisfactory completion of a parent conference.
  - c. Suspension indefinitely for any offense thereafter pending action by the Superintendent of Schools.
8. Student government agreement in each school to assist in enforcement of "No Smoking" ban inside school buildings (lavatories, hallways, entranceways, etc.) is a requisite for adoption of this policy by the Board of Education.

Submitted: October 10, 1972

Approved: October 10, 1972

#### New Business

- Naming of Schools

The following names were presented for approval by the Board:

Jeffers Hill Elementary School to be located in the neighborhood of Jeffers Hill

Locust Park Elementary School to be located in the neighborhood of Locust Park

Elkhorn Elementary School to be located in the neighborhood of Elkhorn

Long Reach Middle School to be located in the Village of Long Reach

Hammond High School to be located in the general area of Hammond Village

On motion duly made, seconded, and carried the Board approved the recommendations.

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- Employee Suggestion

The Board received copies of a suggestion from two teachers at Bryant Woods Elementary School requesting that on a professional workday a display by the various educational sales companies be set up so that teachers could inspect the materials before placing their orders. Dr. Goedeke commented that this was a very worthwhile suggestion and that such a display could be arranged in connection with one already planned for media center materials. He indicated that he would acknowledge the letter and would request the staff to make arrangements to broaden the media center display to include other materials as well.

- Glenwood Lions Club

Mr. Pfefferkorn received permission to add one item to the agenda. He announced that the Glenwood Lions Club would like to donate to the schools reading matter which had been developed by the Foundation of Lions in Florida and put out for use in elementary schools. The staff was asked to evaluate the material and, if it is recommended, Mr. Pfefferkorn would make arrangements to have the materials sent to the schools. Mr. Schoenbrodt expressed the thanks of the Board for this generous donation.

- Traffic Light on All Saints Road

Mr. Schoenbrodt also added an item to the agenda. He reported that at the public hearing on the capital budget a Mrs. Chatham had raised the question of the possibility of having a traffic light installed at All Saints Road in the vicinity of the Whiskey Bottom Road Elementary School. She had brought this to the attention of the Board of Public Works and requested that the Department of Education examine the situation and take whatever steps are appropriate.

There being no further business to come before the Board, on motion duly made, seconded, and carried the meeting was adjourned.

*M. Thomas Goedeke*

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Tuesday, October 24, 1972

The Board of Education of Howard County held a special meeting on Tuesday evening, October 24, 1972 at 8:00 p.m. in the auditorium of Mt. Hebron High School. The purpose of the meeting was to present the Superintendent's Capital Budget for FY 1974 and the Capital Program for FY 1975/79, and to receive requests for capital items from the community. The following were present:

Fred K. Schoenbrodt, President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration  
and Finance  
Donald J. Begeny, Director for Planning and New School Facilities

Mr. Schoenbrodt opened the meeting by welcoming those present, and asked that anyone wishing to make a presentation sign up to do so. He then turned the meeting over to Dr. Goedeke, who reviewed in some detail his proposed Capital Budget for FY 1974 and his proposed Capital Program for FY 1975/79. After a short recess, the following made presentations:

Mr. Carey Johnson, representing the Mt. Hebron Viking Backers  
Mrs. Robert Florian, President, Howard High School PTA  
Mr. Richard Bittner, President, West Friendship Elementary PTA  
Mrs. Mary Ann Naples, Savage Elementary School PTA  
Mr. Harry Putnam, President, Ellicott City Elementary PTA  
Mr. Robert Moss, Howard Research & Development Corporation  
Mrs. Dorothy Duner, West Friendship  
Dr. Donald Brosnan, Patapsco Middle School PTA

At the close of these presentations, Dr. Goedeke also responded to several questions from the floor concerning the location of the proposed 3rd/4th district elementary school and of the need for another middle school in the same area.

At the close of the meeting Mr. Schoenbrodt thanked all those present for their interest. He advised them that the Board would hold a public meet-

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ing on Thursday evening, October 26, 1972 at 8:00 p.m. in the Board room, for the purpose of reviewing the suggested changes, after which it would act to formally adopt a capital budget and program to submit to the County officials for approval.

There being no further business to come before the Board the meeting was then declared adjourned.

*M. Thomas Linder*



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Special Meeting for purpose of presenting Superintendent's  
Capital Budget for FY 1974 and Capital Improvement  
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Thursday, October 26, 1972

The Board of Education of Howard County held a special meeting on Thursday evening, October 26, 1972 at 8:00 p.m. in the Board room. The purpose of the meeting was to adopt the Capital Budget for FY 1974 and the Capital Program for FY 1975/79 as prepared by the Superintendent, with such changes as the Board felt desirable. The following were present:

Fred K. Schoenbrodt, President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration  
and Finance

Mary R. Hovet, Assistant Superintendent - Curriculum and Instruction  
Donald J. Begeny, Director for Planning and New School Facilities

The Superintendent noted several minor corrections to be made in the document which had been prepared. Members of the Board then discussed with the staff the items which had been presented at the hearing held on Tuesday, October 24. As a result of these discussions, the following changes in scheduling were approved:

Dasher Green Elementary School to be constructed for opening in September, 1974, and Elkhorn Elementary School for opening in September, 1976.

Monies for the feasibility study of the West Friendship Elementary School to be increased from \$11,300 to \$42,000 in 1974, with a corresponding reduction of \$30,700 in the amount requested for construction of this facility.

Planning monies for the proposed 2nd/5th district high school to be requested in 1974, with scheduled opening of this facility advanced one year, from 1978 to 1977.

On motion duly made, seconded, and carried, the Board approved the budget with the necessary corrections and changes resulting from the discussion.

There being no further business to come before the Board, the meeting was then adjourned.

*M. Thomas Goedeke*

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Special Meeting for the purpose of approving the  
Capital Budget for FY 1974 and the Capital Improve-  
ment Program for FY 1975-1979 ..... 67

Tuesday, November 14, 1972

The Board of Education of Howard County held its regular monthly meeting on Tuesday, November 14, 1972. The following were present:

Fred K. Schoenbrodt, President  
Warren G. Sargent, Vice President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent - Administration and  
Finance  
Mary R. Hovet, Assistant Superintendent - Curriculum and  
Instruction

The President called the meeting to order and asked for a motion to approve the minutes of the regular meeting held Tuesday, October 10, 1972; the special meeting held Tuesday evening, October 24, 1972; and the special meeting held Thursday, October 26, 1972. On motion duly made, seconded, and carried, each of the foregoing was approved.

Additions were made to the agenda, after which on motion duly made, seconded, and carried, the agenda was approved as amended.

Mr. Pfefferkorn presented to the Department of Education a kit of reading materials which had been developed by the Winter Haven Lions Foundation for use in elementary schools. Dr. Goedeke asked that Mr. Pfefferkorn convey to the Glenwood Lions Club his appreciation, and said that the materials would be forwarded to Dr. Hovet and Dr. Waynant for review. Mr. Schoenbrodt also expressed the thanks of the Board for this generous gift.

Dr. Goedeke then asked that, because a coffee and dessert would be held at 1:00 o'clock for the members of the Board to meet new appointees, he would like to make recommendations for two promotions and one appointment in order that these personnel might be invited if approved. He recommended the following:

Mrs. Mirian Alexander, presently vice principal at Longfellow Elementary School, be promoted to supervisor of elementary schools, effective upon reporting for duty.

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Mr. Jesse Smith, presently a social studies teacher at Mt. Hebron High School, be promoted to vice principal of Glenwood Middle School, effective upon reporting for duty.

On motion duly made, seconded, and carried the Board approved these promotions.

Dr. Goedeke then recommended that Mr. Albert Tucci, presently a teacher at Wilde Lake High School, be appointed to the position of Assistant in Personnel, effective upon reporting for duty. On motion duly made, seconded, and carried, the Board approved this appointment.

Mr. Donald J. Begeny, Director of Planning and New School Facilities, presented his report covering the following areas:

Status of Construction Projects - Mr. Joseph Ring

- Mr. Ring reviewed the report on the status of construction projects. There were no particular problems reported.

Feasibility Study Report for Ellicott City Elementary School

- Mr. Prentiss Browne, architect for this project, presented his report covering the feasibility of remodelling the Ellicott City Elementary School. Because of the inadequate site, the age of the building, and other factors which would make remodelling extremely expensive, the recommendation of the architect was to request funds for a new school on a suitably sized location. The Board discussed with Mr. Browne and the staff comparative costs of renovation and remodelling as opposed to the construction of an entirely new building, and after careful consideration of all facts of the matter, approved submission of the report and recommendation for funding of a new building to the Interagency Committee for approval.

Construction Documents for the Addition to the Vocational-Technical Center

- Mr. Murray, architect for this project, and members of his staff were present to request approval of the working drawings, in order that they might then be submitted to the Interagency Committee for its approval. Dr. Goedeke advised that monies for this project had been approved, and that the schedule called for advertising for bids on January 8, 1973, with receipt of bids on February 8, 1972.

The final working plans are the same as those presented at the design development stage. Mr. Sargent asked whether the plans had been thoroughly reviewed by Mr. Begeny and the

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Superintendent. Mr. Begeny replied that they had not, but that he knew they were consistent with the design development plans. Mr. Murray said that it would probably take six weeks for the review of the plans by the Interagency Committee, and that the staff could conduct its examination of the plans and specifications during that time. Mr. Sargent replied that he had understood that the Board had asked for a statement that the plans had been reviewed and that Mr. Begeny was recommending acceptance. Dr. Goedeke replied that what the staff was saying is that Mr. Murray has developed the final construction documents in accordance with approvals given back in July. However, an indepth review has not been done. The intent this morning was to have Mr. Murray indicate he had followed the directions given in July, and anything that needs to be discussed in changes would be shared with the Board. If not, the Board has the completed documents in accordance with the approval given in July. Mr. Brookins said he had trouble giving approval for documents which the staff had not reviewed before presenting them to the Board. The process should be that the staff looks at the documents before the Board receives them. Mr. Begeny replied that the staff could review the documents concurrently with the review of the Interagency Committee. Mr. Murray explained that when approval was received from the Board for the design development drawings they were submitted to the Interagency Committee, and that these drawings are the early stages of the working drawings, the difference being addition of specifications and more detail on the drawings.

Mr. Sargent commented that, in deference to the tight schedule, it might be necessary to accept the Superintendent's prerogative to make this review during the time the Interagency Committee is making its review. Mr. Schoenbrodt asked what would happen if the staff found something contrary to the specifications, and Mr. Begeny replied that he would notify the appropriate person at the Interagency Committee to make the corrections. The Board then gave approval to the construction documents to be sent to the Interagency Committee while at the same time the staff was to review these documents, this review to be completed prior to final action by the Interagency Committee. Further, the staff is to report to the Board in December the findings of its review of these construction documents.

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Schematics for the Jeffer's Hill Elementary School

- Mr. McLeod, architect for this project, and members of his staff were present to discuss with the Board the schematic drawings for the Jeffer's Hill Elementary School. Mr. Begeny commented that the planning staff had been involved in every step of the design, and that this was the fifteenth schematic developed. Mr. Sargent commented that it was a very good job and that he wished to compliment the architect on his sensitivity in relating the building to the community center. Mr. Brookins seconded Mr. Sargent's remarks, saying that this was one step in the right direction in the development of the educational/recreational combination. The Board raised several questions concerning the location of various spaces, particularly the use of partitions in relation to the media center.

At this time a member of the audience, Mrs. Barrow, addressed the Board. She stated that she had children at Wilde Lake High School and felt that the open space concept was not desirable; that children needed enclosed classrooms; and that about 60% were not doing well. Mr. Schoenbrodt replied that the Board was aware that all children could not respond to an open space atmosphere and that provision is being made for these youngsters. Mrs. Barrow stated that she had worked as an aide in an elementary school and found children wandering around with the teachers not aware that they were missing.

Mr. Sargent moved approval of the plans, seconded by Mrs. Reeder. Mrs. Reeder at this time said she wondered if it might not be well to tell the press that when sweeping statements are made the staff should have an opportunity to reply. Mr. Schoenbrodt said that there is no failure at Wilde Lake High School because pupils work at their own pace and as soon as one unit of work is completed move on to the next one. If you talk about the completion ratio, it would balance out and hopefully be even more than that required. This is a model school with experimental programs. The staff is trying to be flexible, and if we are to achieve progress we must be permitted to have some trial and error. Mr. Sargent commented that we cannot make progress without it. The Board then approved the motion.

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Request for a Utility Easement on the Centennial Lane Elementary School Site

- The Baltimore Gas and Electric Company had requested an easement across a portion of the Centennial Lane Elementary School site, which Mr. Begeny recommended be approved. On motion by Mr. Pfefferkorn, seconded by Mr. Sargent, and carried, the Board approved the recommendation.

Dr. Thomas W. Pyles, Assistant Superintendent-Administration and Finance, presented his report, covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA). Dr. Pyles reported no significant developments during the preceding month in either Title I (Disadvantaged) or Title II (Library Materials).
- Title III (Supplementary Services). Dr. Freudenberger, coordinator, reported that applications had been filed with the State Department for the Human Relations Workshops and the Early Childhood Education projects.
- Community Schools. Mr. Gene Oaksmith, of the Department of Recreation and Parks, is preparing an application for the fiscal 1973 State allocation of \$20,000 for funding community school programs in the County. It will be presented to the Board of Education for approval at the December meeting.
- Status Report on Federal Aid to Education, FY 1973. Dr. Pyles reported that the 92nd Congress had adjourned sine die on October 18, 1972. HR 16654, the Labor-HEW Appropriation Bill providing funds for education programs was approved by the Congress and sent to the President for signature before adjournment.

The President vetoed this appropriations bill, which meant that programs will be maintained under a "continuing resolution". Such an arrangement provides for disbursements to be made at the lower of (1) last year's appropriation or (2) the President's budget. It would appear that no increases over FY 1972 levels are likely.



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Pupil Transportation

- Bus Contracts. The Board approved transfer of bus contract #195 from Mr. Milbourn B. Craig, Jr., to Mrs. Wallace Selby.
- Transport of Vocational Students for Work Experience. Dr. Pyles reviewed the actions which had been taken following discussion of this topic at the October meeting of the Board. He then presented the recommendations of the committee which had studied this matter. After a thorough discussion of the various facts of this proposal, the Board approved the following recommendations:

Current budgeted support be continued for students engaged in the three non-pay health training programs now in operation.

Funding not to exceed \$1800 from the operating budget contingency account to support a transport plan for the house building project.

The present scheduling plan for vocational students be maintained.

The County not assume costs for transporting those students engaged in work-experience or work-study jobs for which they receive pay.

Maintenance and Operations

- Mr. Buchman, director, reported on the various activities of the maintenance and operations staffs during the preceding month. There were no questions.

Food Services

- The Board received copies of the quarterly statement of revenues and expenditures for the food services section. Mr. Schoenbrodt requested that the staff maintain inventories as tightly as possible.
- Dr. Pyles reported that, in connection with the school breakfast program, recent directives from the Federal and State Food Service officers require that we advance the cost of breakfast for paying students from 20 to 30 cents, effective December 1. He further advised that the breakfast program may now be approved for operation in any school if requested by that school.

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Purchasing

- On motion duly made, seconded, and carried, the Board approved award of contracts to supply media equipment as follows:

Kunz, Inc.	\$ 64,752.94
Baltimore Photo	6,390.27
Folkemer Photo	33,338.00
Glover School and Office	4,638.00
3M Company	4,498.70

- Award of a contract to supply meat, poultry, and dairy products to the schools for the period November 15, 1972 through February 28, 1973 was tabled until further information on the recommended award was available.
- On motion duly made, seconded, and carried, the Board approved award of a contract to furnish and deliver key punch machines to the Howard Vocational-Technical Center to Genesis II in the amount of \$9,900. All bidding was conducted in accordance with the procedures approved by the Board. Copies of bids received are on file for inspection by interested parties.

Finance

- County Council Resolution #51 of 10/2/72. The Board approved submission of a request to the County Council to provide funding for the Scaggsville project and for bleachers for the Oakland Mills High School, totaling \$51,352.
- Dr. Pyles advised that the audit which had just been completed by Langrall, Muir and Noppinger, C.P.A.'s, indicated that after adjustment of all accounts there appeared to be a surplus of \$7,219.58. He recommended that a check in this amount be forwarded to the County Executive for use in its general accounts. He also recommended that the Board adopt the audit and that a copy then be sent to the County Executive with the check for unexpended budget funds. On motion duly made, seconded, and carried, the Board approved these recommendations.
- The Board received copies of the operating budget balance sheet covering the period September 18 - October 29, 1972; and for the capital budget balance sheet for the period September 1 - September 30, 1972. There were no questions.

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General Information

- The Board received copies of the schedule for processing the fiscal year 1974 operating budget, and approved the proposed schedule.
- Dr. Pyles discussed with the Board the State requirement that no fees be charged for driver education. He mentioned that on October 17, 1972 the State Superintendent directed that the driver education program or an approved laboratory equivalent be made available to all eligible Maryland youth through the public school system. He went on to say, however, that a transition period would be allowed in recognition of fiscal policies and planning procedures and that specific information regarding the future conduct of driver education programs would be forthcoming from the State Department. A meeting was scheduled at Frederick on November 15 in order to review and discuss the proposed procedures which had been issued on November 1, 1972. Mr. Walter Phelan, supervisor, is scheduled to attend this meeting, the results of which will be reported at a later date.

Dr. Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

- Volunteer Program in Reading. Dr. Louise Waynant, Supervisor of Reading, presented a comprehensive report covering the volunteer program in reading, showing the accomplishments in the pilot schools, the possible extension of the program, requests for the program, and an evaluation. She also outlined courses in reading to be presented as in-service workshops beginning in January.
- Cancer Education Program. A report on the status of a proposed program for high school girls and their mothers was presented. It is hoped that a pilot program can be instituted in one high school in January, followed by programs in each of the other high schools during February and March. Following completion of the programs, the advisory committee will evaluate the program and make recommendations for next year.
- Instructional Television. During the second semester the Division of Instructional Television, Maryland State Department of Education, will offer calculus as a part of its regular programming. The high school principals have been contacted and all are interested in helping to pilot the program. Each has designated a teacher of the program and identified students who would be capable of succeeding in the program. Dr. Richard Jones, principal of the Howard Vocational-Technical

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Center, has volunteered to video tape the programs so they will be available to schools in case any have mechanical trouble with receivers during telecasts. Mr. Sargent questioned the relevancy of such programs and in reply Dr. Goedeke pointed out that the best part of ITV is its being able to bring into the classroom things which could not be provided otherwise.

- Child Development Program - Wilde Lake High School. A report on the objectives of the Child Development Program as a part of the Home Economics course was presented by Mrs. Weatherholtz, Supervisor of Home Economics. In order to implement this program at Wilde Lake High School, the Superintendent asked permission to add a half-time teacher for this purpose. Dr. Goedeke advised the Board of the detailed discussions which had been held with representatives of the Columbia Association, who would like to establish a day care center at the school, with the idea of providing day care for pre-school children while at the same time providing an opportunity for those enrolled in the course in home economics to work with the children as part of their learning experience. Miss Odum of CA was present to discuss with the Board the CA proposal. CA would pay for staffing of the day care center if approved by the Board, although the personnel so involved would be under the supervision of the principal, Dr. Jenkins. After a detailed discussion between members of the Board, the staff, and Miss Odum, Mrs. Reeder noted that she had great admiration for the programs CA is operating but believed at this time a half-time program was better suited to the needs of the Department of Education, and moved that Mrs. Weatherholtz's proposal be adopted. Mr. Sargent asked whether there was a real urgency in the matter, and Dr. Goedeke replied that there was, since the child care program had been operating up to this point without laboratory experience for the students, which is essential if the course is to attain the goals set. Members of the Board agreed to table a decision until the end of the agenda.
- Environmental Education. Dr. Hovet's report contained an informational report on the status of the Environmental Education Program.
- Survival Swimming Program. A proposal was submitted to initiate a pilot program to teach survival swimming to all sixth grade non-swimmers in the County schools, using the YMCA pool and the Wilde Lake community pool. Children would be bussed to these facilities for a course designed to teach them the basics of swimming in order to provide them with sufficient ability to survive in the water should the occasion ever arise when such skill meant the difference between life and death. The Board discussed the proposal in detail, after which, on motion by Mr. Brookins, seconded and carried, the staff was directed to make a survey of the number of sixth graders who would participate, and also to provide better cost data. Mr. Sargent was opposed.

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- Religion in the Schools. Dr. Hovet reported that a committee had been formed to study this topic with particular reference to current practices and concerns which have been expressed by some residents in the County. Mr. Schoenbrodt remarked that as a Board member he would like to have known about the formation of this committee and to have had some input as to its makeup. Dr. Goedeke replied that if the Board wished to make recommendations as to additional persons to serve on the committee, they could be added. Mr. Schoenbrodt asked what was the charge to the committee, and Dr. Goedeke replied that a study of observances of religious holidays in the schools was the principal charge.
- Student Page Program. Dr. Hovet submitted an informational report on the student page program, listing the names of the candidates who had been selected to participate.
- Grade Equivalent Scores. Dr. Waynant and Dr. Hovet had prepared an informational report explaining the meaning of terms such as "grade equivalent score" which were used in discussions of testing programs. This had been requested by the Board at a previous meeting.

Operations and Administration of Schools - No report.

Media Services - No report

Pupil Personnel Services - No report

At this time Dr. Pyles reported that the bid which had been recommended to supply meat, poultry and dairy products was a combination bid, so that although it was higher in one area than other bids received, the total amount was the lowest, and that the vendor would not accept a partial award. On motion duly made, seconded and carried the Board approved award of the contract as recommended to Schulderberg - Kurdle Co., Inc., in the total amount of \$81,005.

Dr. Louis A. Sedlak, Supervisor of Staff Personnel Services, presented his report covering the following areas:

Resignations

- The Secretary recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Reason</u>	<u>Eff. Date</u>
Dean, Barbara	Wilde Lake Middle	Grade 6	Home responsibility	11/27/72
Grace, Kenneth	Howard High	Geography	Personal business	12/22/72

On motion duly made, seconded and carried the Board approved the Secretary's recommendation.

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Teachers' Contracts

- The Secretary recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Eff. Date</u>	<u>Salary</u>
Rombo, Helaine	Ellicott City Middle	Elementary Teacher	10/9/72	\$8,420
Walters, Joyce D.	Mt. Hebron High	English	10/16/72	7,800

On motion duly made, seconded and carried the Board approved the Secretary's recommendation.

Requests for Leave of Absence

- The Secretary recommended that the following requests for leave of absence be approved:

<u>Name</u>	<u>School</u>	<u>Grade/Subject</u>	<u>Eff. Date</u>	<u>Reason</u>
Dahlquist, Cheryl	Waterloo Middle	Language Arts	12/15/72	Maternity
Moore, Leonard	Waterloo Middle	Science-Math	6/30/72	Study

On motion duly made, seconded and carried the Board approved the Secretary's recommendation

Retirements - noneDeaths

- Dr. Sedlak read the following, and the Secretary recommended that it be adopted and spread upon the minutes of this meeting:

It is with deep regret that we report the sudden and unexpected death of Mr. Elliott Rubinstein, fourth grade teacher at the Clarksville Elementary School, on Tuesday evening, November 7, 1972.

Mr. Rubinstein was a recent 1971 graduate of the University of Maryland, Baltimore County with a B.A. in Biology.

He did the greater part of his student teaching at the Clarksville Elementary School during the Spring semester of 1972. He was subsequently assigned as a member of the faculty of this school for the 1972-73 school year.

Mr. Rubinstein was a very intense, dedicated, and vibrant young man who was thoroughly devoted to the welfare of all children. His short tenure at the Clarksville Elementary

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School indicated promise of longevity of service. His was a mature approach to children, parents, and colleagues. Mr. Edward E. Alexander, Principal of Clarksville Elementary School, was fulsome in his praise of Mr. Rubinstein. He wrote in part:

His passing leaves a deep void in all of us, that one so young could have come so far in so short a time. We will miss him, and the educational profession will have lost a young man of great potential.

We extend our heartfelt sympathy to Mr. Rubinstein's wife and family.

The Board and staff join the faculty of Clarksville Elementary School in expressing their heartfelt sympathy to Mrs. Rubinstein and to the members of the family.

The Secretary recommends that the foregoing be approved by the Board and spread upon the minutes of this meeting, and further, that a suitably framed copy be presented to Mrs. Rubinstein.

On motion duly made, seconded, and carried the Board approved these recommendations.

#### Personnel Reports

- Dr. Sedlak presented three informational reports covering the following areas: Staff resignations; Recruitment and Placement Report; and residence of Professional Staff. The Board expressed its thanks to Dr. Sedlak for these reports. Mr. Schoenbrodt commented that he was pleased to see that the ratio of staff turn over had dropped from 22% to approximately 13%.

The Superintendent presented the following items for the consideration of the Board:

#### Old Business

- Before and After School Program. Mrs. Orlinsky, director of this program, presented a brief informational report on its status.
- Committee of Concerned Black Parents. Dr. Goedeke presented a policy statement which had been prepared in response to the concerns of a committee of Black parents whose children attend Glenelg High School, and recommended that it be adopted. After a detailed discussion between members of the Board and the staff, the Board requested that the policy be reviewed and redrafted, incorporating various suggestions made during the course of the discussion.

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- Discipline. The Secretary reported that at the Board meeting held on May 2, 1972 a countywide staff committee chaired by F. Lee Noel, vice principal of Atholton High School, presented a report which proposed policy and procedures for maintaining order and discipline in the schools, copies of which members of the Board had received. The Secretary went on to say that since that time the report had been given wide distribution to schools, representatives of the HCTA, individual PTA's, the PTA Council of Howard County, and interested citizens, but that reactions had been minimal. He therefore recommended that the policy statement contained in his memorandum to the Board, which made certain changes in the report of the committee, be adopted. The Board requested deletion of one sentence, after which, on motion duly made, seconded and carried, the following was approved:

The "Public School Laws of Maryland" and "The Code of Bylaws of the State Board of Education" form the basis for all disciplining of students in the Howard County Public Schools.

It is recognized that behavior in any school situation is the result of a number of interrelated causes and that one of the purposes of education is to bring about changes in the individual which will lead to socially desirable and acceptable conduct on the part of all students.

The right to learn and the right to teach are essential in a learning atmosphere.

The maintenance of order and discipline is necessary to assure a learning and teaching opportunity for students and teachers.

Discipline, however, shall be maintained without the use of corporal punishment.

All actions regarding discipline should be governed by recognition of the principle that the behavior of the student is the shared responsibility of the school, the student, and the home. Finally, it is recognized that there are actions which may merit referral of cases to the office of the Superintendent for extended suspension or expulsion.

The Secretary further recommended that the policy be implemented through the use of the procedures outlined in the report. The Board also approved this recommendation, and expressed its thanks to Mr. Noel and to the members of his committee who were present, Mr. Girod and Mrs. Alexander, for the very fine work which they had done.



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New Business

- Employee Suggestions. The Board received copies of the following suggestions received from employees and took action as indicated:

A suggestion from Miss Catherine Plack, teacher at Glenelg High School, concerning a procedure which could be set up to provide teachers with an opportunity to easily obtain resource people from the community. Dr. Goedeke noted that this was a good suggestion, but that it might be necessary to assign a person to maintain such a list. He will follow up to see how the suggestion might be implemented.

A suggestion from Mrs. Tommie L. Edwards, counselor at Atholton High School, concerning the offering of advanced placement courses on a county-wide basis. Dr. Goedeke will refer this suggestion to an already established committee studying programs for gifted students.

A suggestion from Mrs. Lagas and Mrs. Vasco of Wilde Lake High School concerning more support for race relations activities. Dr. Goedeke indicated that he would advise Mrs. Lagas and Mrs. Vasco of the continuing attention which is being given to this subject through various programs and committee work.

At this time, the Board again considered the CA proposal for a day care center at Wilde Lake High School, to be operated in conjunction with the Early Childhood Program. After further detailed discussion of this proposal and that of Mrs. Weatherholtz, Mrs. Reeder moved again that the Board approve Mrs. Weatherholtz's proposal. Mr. Pfefferkorn seconded the motion with the recommendation that the staff look into the entire program. Mr. Sargent and Mr. Brookins voted against the motion. Mr. Schoenbrodt then voted for the motion, noting that the Board was in the process of applying for federal funds for early childhood education, and that he was not at this moment ready to go the route of establishing day care centers in the schools with local funding.

There being no further business to come before the Board, on motion duly made, seconded and carried the meeting was adjourned.

*M. Thomas Goedeke*

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Tuesday, December 12, 1972

The regular monthly meeting of the Board of Education of Howard County was held on Tuesday, December 12, 1972. The following were present:

Fred K. Schoenbrodt, President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent-Administration and Finance  
Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction

The President called the meeting to order, and welcomed the presidents of the six high school Student Councils, who were to spend the day at the meeting. He commented that he hoped the students would bring to the Board members some new insights insofar as the young people were concerned, and would take back some appreciation of the things the Board is concerned with and with which it has to deal and make decisions.

The President then called for a motion to approve the minutes of the meeting held November 14, 1972. On motion duly made, seconded and carried the minutes were approved as submitted.

On motion duly made, seconded and carried the Board approved the agenda as prepared by the Secretary.

Mr. Donald J. Begeny, Director of Planning and New School Facilities, presented his report covering the following areas:

Status Report on Construction

- Dr. Goedeke reviewed with the Board the status of the various projects under construction. At the close of the review Mr. Pfefferkorn asked whether any word had been received from the State Inter Agency Committee concerning the Lisbon Elementary School proposal. Dr. Goedeke replied that the Committee is still in the process of taking a final look at that facility. As had been indicated in a report to the County Council, it is a question of what the final determination will be with respect to the three schools to be located in that area, that is, Lisbon, West Friendship, and a new elementary school. Mr. Brookins asked whether this review was dragging more than usual, to which Dr. Goedeke replied that the State wants to be very careful in making a decision.

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Oakland Mills Middle School Plans

- Dr. Goedeke advised the Board that the architectural drawings of the Oakland Mills Middle School had been selected for display at the AASA Convention to be held in February in Atlantic City.

Request for Easement on the Lawyers Hill School Site

- Mr. Begeny advised the Board that Mr. Robert G. Hammond, owner of a site contiguous to the Lawyers Hill school site, had requested an agreement with the Board of Education to allow utilities to be installed in a right-of-way in the Lawyers Hill site. Mr. Reese had reviewed the request and found no legal objections to the agreement document as submitted by Mr. Hammond. However, Mr. Begeny felt it advisable that a review be made of the precise location of the utilities placement to make certain that such installations would not be restrictive or delimit school site development in any way, and that he was not yet ready to make a recommendation concerning this request.

Mr. Pfefferkorn advised the Board that Officer Hammond had asked him to request the Board to grant the easement, inasmuch as he has an approved road with a stone base into his property and is in the process of construction. He would like to get the easement cleared up so that he can get water and sewer installed. Mr. Schoenbrodt suggested that the Board grant approval subject to a determination of the location of the utilities. On motion duly made, seconded and carried the Board granted this approval.

Approval of Construction Documents for the Addition to the Vocational-Technical Center

- Mr. Begeny advised that during the month of November the School Facilities staff completed its review of the final construction documents for the subject facility and that they were found to be consistent with the design development documents approved by the Board of Education in June 1972. He further advised the Board that the architects have incorporated two add alternates to the base bids to be received. No. 1 relates to the dynamometer and No. 2 relates to a storm water holding tank.

In answer to a question concerning the dynamometer, he explained that this was an instrument to test the braking horsepower of automotive equipment, and would be used in the auto shop, particularly in relation to diesel equipment. However, the staff felt that in the event the bids came in over budget this was one item which might be eliminated. In regard to the holding tank, it was proposed to construct this underground to collect storm water, which in the past has caused trouble because of its draining off onto the neighbors' property. The water thus stored would be used in the greenhouses. Mr. Brookins asked whether those responsible for the program were aware of the possibility that the dynamometer would

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be eliminated, and Dr. Goedeke replied that they were, and that they had named this item.

On motion by Mrs. Reeder, seconded by Mr. Pfefferkorn, the Board approved the construction documents as indicated in Mr. Begeny's memorandum.

#### Educational Specifications for Atholton High School Modernization

- The Board received copies of the educational specifications for the modernization of Atholton High School, which include among other facilities a complete driver training range approximately 100' x 300'. Mr. Schoenbrodt stipulated that the teaching of driver education is not to be blocked into the regular school schedule without Board approval. Mr. Pfefferkorn asked whether there would be time to utilize the range for other schools, and Mr. Schoenbrodt suggested pairing of schools which have such a facility with those which do not have one. Dr. Goedeke requested that the general educational specifications be approved and given to the architect, who could then begin work preparing the schematics. Mr. Schoenbrodt asked whether the core facilities would take care of the increased student population and was told that they would. Mr. Brookins then asked how much input had been received from the teachers in the school. Dr. Goedeke replied that the specifications were presently being reviewed by Mr. Donahue, the principal, and his staff. Mr. Brookins replied that he would feel more comfortable about approving the document after the staff had received input from the faculty of the school.

Further discussion involved the need to expand the specifications for the special education area, and the desirability of establishing a new procedure for receiving input from the faculty of the school involved before advancing to the preparation of schematics. Dr. Goedeke asked that the Board grant general approval for the basic specifications, with the understanding that the staff would work with the teachers and bring back to the Board any major changes. Mr. Schoenbrodt stated that the Board wants input before the schematics come out, and that when the staff brings the schematics to the Board it must have most of the input unless the staff is willing to let the Board make any changes desired when the schematics are presented.

Mrs. Reeder moved that the Board approve the specifications with the understanding that it is still open to urgent ideas from the faculty. Mr. Brookins commented that the Board is often asked to approve things contingent upon the staff doing something. Dr. Goedeke then stated that the staff would bring the specifications back for approval at the next meeting, after the desired input from the faculty had been received and reviewed.

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Change in Policy to Reduce the Maximum Size of a High School from 1800 to 1500

- Dr. Goedeke advised the Board that he felt the policy covering school size should be revised to indicate more precisely the intent of the Board concerning the size of high schools in Howard County. He recommended that the policy be changed to set the range for a high school at 1200 to 1500 rather than the present 1200 to 1800. The former is more realistic and also would give the flexibility needed. Mr. Schoenbrodt asked whether the staff wished to retain 660 as the outer limit for elementary schools. Dr. Goedeke replied that this depended on what the staff finally comes up with in respect to defining the neighborhood for an elementary school, but that he felt this figure could be kept as it presently is.

At this time Mr. Brookins noted that Dr. Goedeke had given a very useful explanation concerning school capacities the preceding evening and asked that he go through it again. Dr. Goedeke explained that confusion about school capacity does exist, and that actually these capacities needed to be computed each year, since capacity depends on the use of the building at a particular time. The difference comes about because of the programs housed within each facility. For example, if there are no SLD programs the rooms can be used to house as many as 29 more youngsters. However, suppose the following year the same school houses two or three special education classes where there are only ten youngsters in the same amount of space. This will give a different capacity for that building. Another example would be the number of kindergarten classes. Mr. Begeny is chairing a Statewide committee which is discussing school capacities, and will report at a later date on the work of this committee.

On motion by Mr. Pfefferkorn, seconded by Mrs. Reeder, the Board approved the proposed change as follows:

Policy Statement Regarding School Capacity and  
Acreage for School Sites

(Note: Page 1 of the present policy remains the same. Following is page 2 as revised.)

The following are the guide lines for planning purposes. In the implementation of these, the Board of Education of Howard County reserves the right to make exceptions to the capacities for specific buildings or acreages for specific sites as may be appropriate, depending on the merits of an individual case:

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A. Capacities

	<u>Range</u>
Elementary Schools	510 - 660
Middle Schools	600 - 760
High Schools	1200 - 1500

B. Acreage for School Sites

	<u>Range in Useable Acres</u>
Elementary School	10
Middle School	20 - 25
High School	30 - 35

Howard High School Modernization Feasibility Study

- Mr. John McLeod, architect for this project, and members of his staff presented to the Board the status of this project, reviewing first the existing building and pointing out the various problems which affect the planning for modernization. He then presented several plans which had been developed in order to meet the educational specifications for this high school. After some discussion between members of the Board, the architects, and the staff, the Board authorized the architects to proceed to work up cost estimates and more detailed drawings of the plan calling for the razing of the oldest section of the building, to be replaced with a new central section constructed at the same level as the areas on each side.

Dr. Thomas W. Pyles, Assistant Superintendent-Administration and Finance, presented his report covering the following areas:

Financial Aspects of Federal and Other Grant Programs

- Elementary and Secondary Education Act (ESEA)
  - " There were no significant developments to report for the Title I (Disadvantaged) or Title II (Library Materials) programs.
- Title II (Supplementary Services)

The State Department has acknowledged receipt of the two project proposals under this Title, one for human relations training of high school personnel and the other for early childhood education centers, noting that its recommendations for funding will be submitted to the State Board of Education on January 31, 1973.

- Community Schools

Dr. Pyles advised that Dr. John Freudenberger had been coordinating arrangements with the Department of Recreation and Parks involving the joint application of that Department

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with the Department of Education for a State grant of \$20,000 to establish and operate three school-community centers in Howard County. The centers are located at Ellicott City, Savage, and Lisbon Elementary Schools during after-school and evening hours, with programs planned for school age youth. At this time approval for this application was requested of the Board. Mr. Schoenbrodt asked whether the coordinator for the program was selected by the Board of Education or by Parks and Recreation. Dr. Pyles replied that it was by Parks and Recreation, and was paid for by their funds. Mr. Schoenbrodt asked what input the Department of Education had in the selection of this individual, that is, that he would be able to work responsibly with the principal of each particular school. Dr. Pyles responded that Dr. Freudenberger, who is our coordinator, works closely with Colonel Dunn and staff members in just this kind of situation, and in developing programs, and in the coordination and administration of the schools. There is definite input in that fashion. In reply to Mr. Schoenbrodt's comment that this did not appear to be spelled out, Dr. Pyles said that this is a matter on which the Department of Education is presently working. Mr. Schoenbrodt then asked whether it would be better if this area could be spelled out, and whether there were some thoughts about some changes. Dr. Goedeke replied that this is the direction in which the Department of Education has to move. He proposed that the program be operated in this fashion for the coming fall, and that there would be some thoughts given to the whole program of community schools throughout the County when the Operating Budget is prepared. Mr. Pfefferkorn asked whether this program would require local funds, and Dr. Pyles explained that these would come from the Department of Recreation and Parks budget, and that the Department of Education's contribution would be "in kind". On motion by Mrs. Reeder, seconded by Mr. Pfefferkorn, the Board approved the application.

- Head Start Program

Dr. Pyles advised the Board that he had met on several occasions with Mr. John P. O'Laughlin, Executive Director of the Howard County Community Action Council, and with representatives of the Board for that Council. These meetings were for the purpose of discussing and clarifying the basis for renewal of the annual agreement whereby the Board of Education has served for several years as the delegate agency to administer the two Head Start programs in the County. Attention was focused particularly upon the role expectancies of CAC as grantee and Education as delegate agency; upon the assignment of administrative responsibilities; and upon the in kind contributions desired from Education.



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Some thought was given to a revision of the standard Federal Agreement form heretofore utilized in order that it might more directly incorporate the joint understandings of CAC and Education. Because of the time factor, however, it was suggested instead that a combination of the standard form and an addendum be employed for the 1972-73 programs with the understanding that the two agencies consider a revised approach for 1973-74. Board of Education approval of this document was requested.

Mrs. Lomax, Mrs. Moore, Mrs. Seidel, Mrs. Purcell, and Mr. O'Laughlin of CAC were present to answer any questions the Board might have. Mr. Schoenbrodt commented that there was repeated reference made to the Head Start philosophy, but this was not spelled out. He felt that if the Board of Education is going to be charged to implement the philosophy it should be a part of the document. A thoroughgoing discussion between members of the Board and the CAC representatives covered this and several other points which required clarification. Particular emphasis was given to the concept that Head Start is an on-going program calling for follow up of students after they move into the public school system. At the close of the discussion the Board approved the agreement and the addendum as amended to include a statement of philosophy and the addition of the phrase "within budgetary limitations" with reference to providing individualized follow up service.

#### Transportation

- On motion duly made, seconded and carried the Board approved transfer of bus contract #193 from Mrs. Sarah Helen Myers to Mr. Robert Lee Kelly.

#### Maintenance and Operations

- Mr. Walter Buchman, Director, reported the normal variety of items for the month. Noteworthy among them were aeration, fertilization and seeding of football fields at all high schools; regrading, installation of drainage system and sodding of marshy areas on the playground at Waterloo Middle School; repair of 175 audio-visual items; and items associated with the transfer of the business office to larger quarters in the Central Office.

#### Food Services

- Mrs. Joan Weatherholtz, Supervisor, reported no developments of significance during November.

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Purchasing

- Athletic Equipment for Howard County Schools

On motion duly made, seconded and carried the Board approved award of a contract to Bacharach Rasin Company in the amount of \$4,910.00 and a contract to Triangle Sporting Goods in the amount of \$733.71, low bidders meeting specifications.

- Art Supplies for the Howard County Schools

Invitations to submit bids on furnishing and delivering art supplies to the Howard County Public Schools were mailed to five companies, with only one company submitting a bid. Dr. Pyles recommended that a contract be awarded to CCM Arts and Drafts in the amount of \$33,218.52, advising that the prices submitted had been checked and found to be in line with those of other companies handling the same items. Mr. Schoenbrodt asked whether rebidding would make any difference, and Dr. Pyles replied that it would not, since he had checked with the bidders and with surrounding counties.

Mr. Pfefferkorn asked why other companies do not want to bid, and Dr. Pyles replied that he had checked with Paul M. Adams, who said his company does not carry too much of a range and it does not pay to compete for this bid. Mr. Schoenbrodt commented that it seemed there should be some effort to enlarge the list of bidders. Mr. Williams replied that his staff is sending the lists of items to various vendors for their examination in an effort to see whether, if the lists were broken down into smaller segments bids might be received on smaller lots.

On motion by Mr. Pfefferkorn, seconded by Mrs. Reeder, the Board approved award of the contract as recommended.

- Wire Baskets for Oakland Mills Middle School

Dr. Pyles recommended award of a contract to supply wire baskets at Oakland Mills Middle School to Penco Products, Inc., in the amount of \$3,383.39. Mr. Brookins noted that this bid was \$1400 below the next lowest bid, and asked whether the staff had confidence in this company. Mr. Williams replied that prior to this time this item had been included with the contract for other equipment in the schools, and that he therefore was not in a position to comment. On motion duly made, seconded and carried the contract was awarded as recommended.

- All bidding was conducted in accordance with the procedures approved by the Board. Bids are on file for inspection by interested parties.

Finance

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## - Current Operating Budget Balance Sheet

Mr. Williams reviewed with the Board the current operating budget balance sheet through November 26, 1972. Mr. Schoenbrodt noted that the community service account custodial costs were already in excess of the pro rated expenditure. Mr. Williams explained that when the County was flooded it was necessary to put on additional help to staff the Mt. Hebron and Howard High School relief centers, but that he had been advised by the Office of Civil Defense that some monies might be recouped. The figures had been given to Mr. Larricos, and it was hoped that now that the County had received its check for flood damage the Department of Education would be reimbursed.

## - School Construction Fund Balance Sheet

The Board also received copies of the school construction fund balance sheet as at October 31, 1972.

General Information

- Dr. Pyles reported on developments in the driver education program. He advised that there had been a meeting of the supervisors throughout the State, and that they had reviewed a draft of some guidelines for making an adjustment to the Attorney General's ruling about fees. The guidelines have not yet been approved by the State Board. They do call for development of a plan in each county, to be submitted by June 1, 1973 for implementation of a program to be effective in September of 1974. Meantime, and assuming the guidelines will be approved, Howard County would continue to operate as in the past. The State Department has advised that since we are charging only for that part of the program which is given outside school time we are not operating in violation of the proposed guidelines. The staff will need to develop a program as mentioned above. The Board will be kept advised of developments in this area.

Dr. Mary R. Hovet, Assistant Superintendent-Curriculum and Instruction, presented her report covering the following areas:

Curriculum and Instruction

## - Reading - State Program

Dr. Hovet presented a detailed report on the State Department of Education reading program, noting that this has top priority with the State as well as with Howard County. The program outlined in the report leads up to tests now being tried called "Criterion Referenced Tests" which are designed to measure the extent to which sixth, tenth and twelfth grade students

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have acquired these skills. Howard County has elected to conduct these tests on a sampling basis rather than to test all students in the three grades.

- Volunteer Reading Program

Dr. Waynant, Supervisor of Reading, had prepared a progress report on the Volunteer Reading Program. Dr. Hovet pointed out that because of the success of the program in the three pilot schools, other elementary schools were requesting it, and that the only deterrent to implementation in new schools is how fast volunteers can be trained. Mr. Pfefferkorn asked how the retention of volunteers had been and Dr. Hovet replied that it was very good. Mr. Pfefferkorn also asked whether the reading specialists in the elementary schools are being trained or are they fully qualified. Dr. Hovet replied that these specialists are certified to be reading teachers, but that they also are given an in-service training program.

- Northfield Evaluation

The Board received copies of a summary of the evaluation of the Northfield Elementary School which had been conducted by a team from the University of Maryland over the past five years. Particular mention was made of the use of learning centers, and the Board also received copies of the first of a series of booklets entitled "Handbook of Learning Centers" showing the learning centers developed by Team I (grades 1 and 2). This series of booklets has been prepared under the auspices of the Department of Education. Mr. Schoenbrodt commented that tremendous congratulations were due to Mr. Estes, Principal of Northfield, and his staff.

- Reading Scores - Howard County

A survey of the reading scores for the students of Howard County had been made for the State Department of Education and reproduced as part of Dr. Hovet's report.

- Guidance

College Night. Mrs. Media Pennington, Supervisor of Guidance, reported that the Annual Countywide College Night Program, sponsored by the High School Counselors' Committee, was held at Mt. Hebron High School on November 9, 1972. The program was extended this year, for the first time, to include participants from neighboring colleges and universities in which parents and students have indicated the most interest for the past three years. Thirty-one of these colleges and universities were represented. Approximately seven hundred parents and students attended.

Career Fair. Mrs. Pennington also reported that the Counselors' Committee, which is responsible for planning and coordinating all aspects of the countywide Career Fair, has announced that the program will be held on January 31 and February 1, 1973 at the Howard Vocational-Technical Center for all students in grade 9. Each school will be allotted two-hour sessions in order that students can visit all booths, displays, and exhibits. Invitations have been sent to local industries, individuals with specific occupational skills, community services personnel including county and state police, fire companies, Health Department Social Services, Howard County Library, and community colleges having terminal programs. The primary purpose of the Career Fair is to give students an opportunity to learn about the broad categories of occupations in the world of work, as well as about some specific career options that may be available to them when they complete their formal schooling. Classroom teachers have been enlisted to recommend participants from their individual areas and will be encouraged to accompany students to the program.

- Educational Exhibit

In response to a teacher request to the Board of Education regarding an educational exhibit in Howard County, Mr. John Soles is making arrangements for such a display to be held at the Howard Vocational-Technical Center on Monday, January 29, 1973. Letters of invitation have been sent to over one hundred companies representing textbooks, supplementary printed materials, audio-visual aids, and audio-visual equipment.

- Swimming Program

A survey was made as a follow-up to the Survival Swimming Committee Report to the Board of Education in November, to determine the number of sixth grade students who are unable to swim, the results of which were included in Dr. Hovet's report. An estimated budget was also presented, which includes the cost of transportation, aides, substitute teachers, and charges for instructors. After some discussion the Board approved implementation of the program, and directed the Superintendent to request as necessary a transfer of funds by the County Council to cover the costs of the program, which will be instituted during the second semester of this school year.

- Reporting Test Results

Dr. Hovet reported that a decision had been made that parents will receive the test scores made by their children on the Iowa Test of Basic Skills for grades 3, 5, 6, 7, and 8. The test results from the Tests of Academic Progress in grade 10 will also be given. Pamphlets prepared by the company which made the tests will be used for such reporting, and test scores will be reviewed in conferences with students before being mailed to parents.

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Operation and Administration of Schools

## - Foreign Study League

Dr. Hovet reported on the program of the Foreign Study League, which was organized in 1963 to answer a need for international education as a part of the general education program of young people today, and presented a proposal for participation of Howard County students in this program. Details of the curriculum, itinerary, course credits allowable, and so forth were included in the proposal. After reviewing the literature the staff felt that the Howard County schools should become a part of the League along with Washington County. Dr. Goedeke advised the Board that he felt this is the kind of program the school system should be involved in and that it adds another possibility for the extension of the program to some youngsters in the community. He recommended that the Board grant permission to proceed and make this available to Howard County students. The program requires a minimum of forty students and he felt this many would wish to participate in combination with Washington County. On motion by Mr. Brookins, seconded by Mrs. Reeder, the Board approved the program as outlined in Dr. Hovet's report.

## - Waterloo Middle School

Mr. Picek, Principal of Waterloo Middle School, contacted the General Electric Company to determine in what ways General Electric and Waterloo Middle School could complement each other, and reported on the provisions which had been agreed on to date, a list of which was included in Dr. Hovet's report. It is felt that this will be a growing relationship resulting in many exciting and worthwhile experiences for the students at Waterloo Middle School. Members of the Board expressed their pleasure in this program, and suggested that other schools in the County might work up similar programs with industries in their localities.

Staff Recognition

- Dr. Hovet noted for the information of the Board participation by several staff members in state, national, and international conferences. These included Mr. Michael Crosby, social studies teacher at Wilde Lake High School; Mrs. Albertha Caldwell, language arts teacher at Hammond Middle School; Dr. Gertrude Justison, Coordinator of the Child Study Center; and Dr. John Jenkins, Principal of Wilde Lake High School.

Media Services - No report this month.

Pupil Personnel Services - No report this month.

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Dr. Louis A. Sedlak, Supervisor of Staff Personnel Services, presented his report covering the following areas:

### Resignations

- The Superintendent recommended that the following resignations be accepted:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Reason</u>	<u>Eff. Date</u>
Burkett, Cheryl	Faulkner Ridge	Elementary Teacher	Resigning from leave of absence	11/28/72
Lewko, Lewis C.	Waterloo Middle	Science	Ill health	1/2/73
Maske, Carolyn	Waterloo Middle	Mathematics	Maternity	1/2/73

On motion duly made, seconded and carried the Board approved the Superintendent's recommendation.

### Teachers' Contracts

- The Superintendent recommended that the following teachers' contracts be approved:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Eff. Date</u>	<u>Annual Salary</u>
Affayroux, James	Howard High	Social Studies	1/2/73	\$ 7,800
Burk, Linda L.	W. Friendship El.	Elementary Teacher	1/2/73	7,800
Jeschke, Nancy	Wilde Lake High	Mathematics	1/2/73	9,865
McShane, Pamela	Waterloo Middle	Elementary Teacher	11/27/72	7,800
Parris, Marilyn	Wilde Lake Middle	Elementary Teacher	11/27/72	7,800

On motion duly made, seconded and carried the Board approved the Superintendent's recommendation.

### Requests for Leave of Absence

- The Superintendent recommended that the following requests for leave of absence be approved:

<u>Name</u>	<u>School</u>	<u>Subject/Grade</u>	<u>Eff. Date</u>	<u>Reason</u>
Zivkovich, Kathleen	West Friendship Elementary	Kindergarten	3/1/73	Maternity
Heiserman, Barry	W. Friendship Faulkner Ridge & Running Brook	Music	1973/74 School Year	Sabbatical

On motion duly made, seconded and carried the Board approved the Superintendent's recommendation.

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Retirements - None

Deaths - None

Appointments and Promotions

- Supervisor of Health Education

The Superintendent recommended that Mrs. L. Louise Blauvelt be appointed to the position of Supervisor of Health Education, effective upon her reporting for duty. Biographical data concerning Mrs. Blauvelt was given to the Board. On motion duly made, seconded and carried the Board approved this appointment.

- Construction Plans Examiner

The Superintendent recommended that Colonel James R. Finton (USAF Ret.) be appointed to the position of construction plans examiner, effective upon his reporting for duty. Biographical data concerning Colonel Finton was given the Board. On motion duly made, seconded and carried the Board approved this appointment.

- Foreign Language Department Head

The Superintendent recommended that Mr. Lawrence Roberts be promoted to the position of Foreign Language Department Head, effective December 13, 1972. Biographical data concerning Mr. Roberts was given the Board. On motion duly made, seconded and carried the Board approved this promotion.

The Superintendent presented the following items of business for the consideration of the Board:

Old Business

- Committee of Concerned Black Parents

A proposed policy statement concerning student rights and privileges, revised in accordance with comments made at the November meeting of the Board, was presented for consideration. Mr. Brookins requested that the words ". . . within the law . . ." be deleted from the statement: "To protest peacefully within the law against discriminatory treatment;", saying that this implied that students would not act responsibly. Mr. Schoenbrodt felt that it was necessary to retain this wording, noting that a protest could be peaceful but still be illegal, and that it was desirable to avoid any misunderstandings. Mr. Pfefferkorn asked how the provision to have minority views represented in student government and on selection committees would be implemented if it happened that no member of a minority group were elected.



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Dr. Goedeke replied that this would have to be a part of the wisdom and judgment of the people administering the program, and that they would have to be able to instill in the group the knowledge and awareness that there are minority groups whose points of view must be considered. Mrs. Reeder stated that she was anxious for the Board to adopt the policy, and moved for approval. Mr. Brookins seconded the motion and requested that it be amended to delete the words "within the law". Mr. Brookins' motion to amend failed because of lack of a second. Mr. Pfefferkorn then called the question on the original motion, which passed. Following is the text of the policy statement as adopted:

POLICY STATEMENT REGARDING STUDENT  
RIGHTS AND PRIVILEGES

- I. The Board of Education believes that the strength of American democratic society depends upon both the unity and the diversity of its peoples. To maintain this strength, American education must nurture in youth a faith in democratic processes; a respect for diversity; and a commitment to the ideals of responsibility, equality, and justice.
- II. The Board believes that education bears a heavy responsibility in preparing American youth for its role in American democracy. The schools must teach democracy not only by precept but by example. In addition to imparting knowledge about democracy, they must provide experience in the democratic way of life.
- III. In view of the foregoing, the Board affirms that it has been and will continue to be the aim of the Howard County School System to extend to all students, regardless of race, creed, sex, or ethnic origin, the following rights:
  - A. To protest peacefully within the law against discriminatory treatment;
  - B. To participate responsibly and to share equally in all benefits of the school system;
  - C. To have minority views represented in student government and on selection committees;
  - D. To study and learn about their heritage as members of racial, religious, or ethnic groups; and
  - E. To help establish criteria which relate to their experiences as prerequisites for membership in the Honor Society and other important student activities.

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- IV. To assure these rights to all students, it shall continue to be the responsibility of all school staff
  - A. To treat all students fairly in planning, conducting, and evaluating curricular and extra-curricular activities; and
  - B. To protect all students from acts, policies, and standards which impose racial or other forms of discrimination and the resultant exclusion from full benefits of the school system

- Scaggsville School

Dr. Goedeke advised the Board that the official name of the facility located at the intersection of Routes 216 and 29 is the Scaggsville School. Even though this facility was converted to house several operations, the choice of parents whose children attend this facility, and the recommendation of the school naming committee is that it continue to be called the Scaggsville School rather than a Pupil Services Center. On motion duly made, seconded and carried the Board approved this name.

New Business - None

Appointments

- Mrs. Barbara Wilson, a resident of Iron Pen Place, whose property adjoins that of the Longfellow Elementary School, requested an opportunity to address the Board concerning the location of the basketball courts at that facility. She was accompanied by Dr. Ben Dawson, a neighbor. Dr. Goedeke reviewed for the Board the basis of Mrs. Wilson's complaint, which involved the location of a blacktop area equipped with basketball backboards immediately adjacent to her property, and the reported constant use of this area both by students during school hours and more particularly by various groups on evenings and weekends. He advised the Board that the staff had investigated the situation very carefully, but that there was no other area on the grounds where such equipment could be installed. The original plans had called for this play area to be located on another part of the grounds, which would have necessitated the removal of many trees, but that the community had protested this action and requested that the wooded area be preserved. This had made it necessary to relocate the basketball courts on the only available ground, that which is contiguous to Mrs. Wilson's property. Since that time, two ten-foot backstops had been removed in an effort to discourage use by adults after school hours and on weekends. Also, a belt of trees had been planted to serve as a screen between the school property and Mrs. Wilson's property.

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Dr. Dawson then addressed the Board, pointing out that because of the almost constant use of the basketball courts there was an auditory disturbance resounding through the Wilsons' house, to the point where the Wilsons were considering giving up their home. He went on to say that although the planting of the trees had helped the problem still persisted and would persist until the basketball courts were removed. He pointed out that there are basketball courts in the neighborhood center on the other side of the school, and it was his hope that these would be sufficient for the Longfellow Elementary School, and that the remaining four courts would be removed.

After some further discussion between members of the Board, Dr. Dawson, and Mrs. Wilson concerning the times of day when the noise was most bothersome, and the possibility of relocating the courts, Mr. Schoenbrodt observed that neither he nor Mr. Pfefferkorn had visited the site, and he therefore asked that the matter be tabled until the next meeting, when they would have had an opportunity to make an inspection. The Secretary was directed to place this topic on the agenda for the January meeting.

There being no further business to come before the Board, on motion duly made, seconded and carried the meeting was adjourned.

*M. Thomas Godeke*

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A special meeting of the Board of Education of Howard County was held on Tuesday evening, December 12, 1972 at 8:00 p.m. in the auditorium of the Atholton High School for the purpose of receiving from the community requests for items to be included in the FY 1974 operating budget. The following were present:

Fred K. Schoenbrodt, President  
Harvey D. Brookins  
James W. Pfefferkorn  
Charlotte E. Reeder

M. Thomas Goedeke, Secretary/Treasurer and Superintendent  
Thomas W. Pyles, Assistant Superintendent-Administration and  
Finance  
Mary R. Hovet, Assistant Superintendent-Curriculum and  
Instruction

Mr. Schoenbrodt opened the meeting and welcomed those present. He stated that Dr. Goedeke would not respond to any comments unless the speaker had a specific question he would like to ask. He then requested that those speaking come forward to the podium to make their presentations. The President then called on each person who had indicated a desire to speak, after which others in the audience who wished were given an opportunity to present requests. A total of twenty-seven citizens addressed the meeting. Health room aides in the middle schools, more aides in all schools, a community school coordinator on the central office staff, improved human relations programs, smaller classes, increased funding for purchase of materials of instruction, increased minority representation in administration, and non-teaching vice principals in the elementary schools were some of the items requested by many of the speakers as countywide needs. Other requests were for items for specific schools.

At the close of the presentations Mr. Schoenbrodt thanked all those who were present for taking their time to attend and thereby show their desire to participate in a positive manner in the operation of the schools of Howard County, and said that each request would be given careful consideration as the budget is prepared.

There being no other business to come before the Board the meeting was declared adjourned.

*M. Thomas Goedeke*

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