

HCPS Enrollment Balancing Process

Advisory Team Meeting #1

January 13, 2021 – 5:00-7:00 pm

Attendees:

Superintendent Dr. Sean Bulson

Advisory Team Members Present: Cornell Brown (Assistant Superintendent of Operations), Cathy Bendis (Dir. of Transportation), Kim Manzo (Coord. for Low-Incidence Disability Programs), PJ Beard (Exec. Dir. of Facilities Management and Planning and Construction), Gary Childress (Dir. of Nutrition Services), Donovan Brooks (Coord. of Safety & Security), Rob Limpert (Supervisor of Magnet and CTE Programs), Paula Stanton, Ph. D. S (Supervisor of Equity & Cultural Proficiency), Eric Davis (Chief of Administration), Ben Richardson (Senior Manager of Human Resources), Buck Hennigan (Exec. Dir. of Student Support Services), Kathy Griffin (Early Childhood Programs Coord.), Robin Meyer (Coord. of Non-Public and Interagency Placements), Mike O'Brien (Exec. Dir. of Secondary School Instruction and Performance), Renee Villareal (Exec. Dir. Elementary School Instruction and Performance), Natalie Holloway (Bel Air MS Principal), Melissa Williams (Edgewood MS Principal), Heather Skopak (Bel Air ES Principal), Tom Smith (Youth's Benefit ES Principal), Ron Wooden (Havre de Grace ES Principal), Becky Reese (William S. James ES Principal), Marc Manzo (Edgewood HS Assistant Principal), Tracy Kahl (PTA - North Harford), Jessica Uleck (PTA - Fallston), Amy Schafer (PTA - Bel Air), Dana Cross (PTA - Aberdeen), Michele Lorenc (PTA - C. Milton Wright), Robin Lien (PTA - Patterson Mill), Jennifer Walter (PTA - Havre de Grace), Flossie Rosser (SECAC Parent Representative), Rachel Gauthier (Vice President Board of Education)

Facilitators: Missy Valentino (HCPS Facilities), Chris Morton (HCPS Facilities), Kate Doiron (FLO Analytics), McKay Larrabee (FLO Analytics), Rachel Roberts (FLO Analytics), Ingrid Boucher (Bloom Planning), Jessica Gillespie (Bloom Planning), Zaire Martin (Bloom Planning)

Advisory Team Meeting #1 Minutes

- Introduction by Dr. Bulson thanking the committee members for their commitment and work on this process; commitment to providing an outstanding education for every student in the district. Dr. Bulson is not a part of the committee but will be the person the committee presents the recommendation to in June.
- Bloom Planning: Overview of Virtual Meeting Tools (Zoom), review of agenda. Bloom will be facilitating the community engagement aspect of the process. Review of Advisory Team session norms & mindsets.
- Introductions for the district executive leadership team, board representative, FLO Analytics, and Bloom Planning. Overview of those who make up the A-team: Executive Leadership Team, Content Specialists, and Options Development Team
- Process overview recap:
 - What is the Balancing Enrollment Process (BEP)?

- A multi-month highly structured approach to data analysis and stakeholder engagement that will result in informed, relevant plans for HCPS.
 - We are currently in Phase 2 (January – June 2021)
 - Why is the BEP happening?
 - To ensure HCPS schools and programs maintain capacity utilization levels that are beneficial to all students, while also ensuring the sustainable allocation of district resources
 - Purpose of BEP (Why?):
 - Increased student enrollment forecasted out to 2026.
 - Increasing special education needs and increasing Pre-K enrollment.
 - High utilization has implications for a student’s educational experience.
 - Adequate public facility ordinance in the county > can impact county revenues and district funding.
 - How will the process be conducted?
 - Guiding principles and committee charge
 - Derived from district policies to help guide the process and decision-making
 - Guiding principles were approved by the Board of Education
 - Who + How: Advisory team review options developed by district and consultants, and provide feedback
 - Timeline: 7 Advisory Team meetings, 2 Community Input Forums between now and June
- FLO Analytics leads HCPS Data 101 presentation:
 - Missy Valentino goes over initial data review and analysis; data provided to FLO
 - Kate Doiron explains how data will be used to develop a springboard proposal
 - What is the springboard proposal? A starting point of revised boundaries that balance enrollment in the district that the Advisory Team will then work on.
 - School attendance area overview: Elementary school and middle/high school boundaries
 - School demographics: Ethnicity, race, FR meals, ELL, SPED
 - Student density map (2019) – overview, race, etc.
 - Transfer in/out policy overview
 - Program overview + program overview map
 - Residence vs. attendance – walk through residence attendance matrix
 - Student enrollment forecasts for 2026
 - Harford County potential future development overview
 - Forecasts + residential development –we allocate forecasted based on residential development
 - Utilization: enrollment and utilization for 2019 and forecasted 2026 students
 - Missy reviewed the Homestead Wakefield scope study and John Archer siting study.
 - Boundary review exercise – redistricting with a practice school district
- Bloom: Wrap up – Reflection and next steps
 - Meeting intentions and outcomes – review and consider FLO’s springboard proposal; review summary of issues, suggest and discuss proposed edits
 - Next Advisory Team Meeting: February 10th
- Dr. Bulson: Closing comments