



## Board Meeting

*August 12, 2002*

Terry R. Troy, *President*  
Robert S. Magee, *Vice President*  
Eugene C. Chandler  
David H. Galbreath  
Thomas D. Hess  
Robert B. Thomas, Jr.  
Karen L. Wolf  
Molly P. Harris,  
*Student Representative*  
Jacqueline C. Haas, *Superintendent*  
*Secretary/Treasurer*

### **OPEN SESSION**

#### **CALL TO ORDER**

The regular business meeting of the Board of Education of Harford County was called to order by Board President Terry R. Troy at 7:05 p.m. in the auditorium of North Harford High School. Mrs. Troy asked for a quorum call which disclosed that all Board Members were present. Board member Karen L. Wolf moved and Board Vice President Robert S. Magee seconded that Items 8 (Approval of Contract, Architectural/Engineering Services, Southampton Middle School and C. Milton Wright High School Improvements) and 9 (Approval of Contract, Construction Management Services, North Harford High School Modernization/Expansion) be removed from the Consent Agenda Action Items and be placed on the Old Business Action Item list. The Board passed the motion unanimously. Mrs. Wolf, with a second from Board Member Robert B. Thomas, Jr., moved that the amended agenda be adopted. The Board voted unanimously to support the motion.

#### **INTRODUCTION OF NEW BOARD MEMBERS**

Mrs. Troy introduced the two new Board of Education of Harford County members - Ruth R. "Robin" Rich and Mark M. Wolkow - adding that both had been sworn in earlier that day to five year terms on the Board. Mrs. Rich, who represents the North Harford area, pledged to do her best to work for all students in the county. Mr. Wolkow, who represents the Edgewood/Abingdon area, said he has a "passion for public education," adding that "public

schools are why this country has done so well in the 20th century and will continue to do so in the 21st century." Mr. Wolkow said he believes in "taking a risk" to make major changes that will advance the cause of public education.

#### **PROCLAMATION - THOMAS D. HESS**

Mrs. Troy invited Thomas D. Hess, who completed a ten year tenure on the Board with the appointment of Mrs. Wolkow, to come forward. She also invited County Council Member Veronica Chenowith to come forward to present a County government proclamation to Mr. Hess. Mrs. Chenowith said Mr. Hess had "served the kids well" in reading the proclamation which bore the signatures of all seven Council Members and that of County Executive James Harkins. Mr. Hess said he had always tried to "do what was best in the interest of kids," adding that he had attempted to pick up threads and follow them through for the best long term interest of the school system during his time on the Board.

#### **GENERAL PUBLIC COMMENTS**

Tina Janouris, newly elected president of the Harford County Council of PTAs, introduced the officers of the organization, which represents the 45 PTA./PTSA chapters in the county. She said there are 16,000 PTA members in the county and the purpose of the HCCPTA is to "strengthen ALL local PTAs. She said the "ALL" stands for advocacy, leadership, and legislation. Mrs. Janouris said that she has urged local PTAs not to pay for field trips and requested that the Board and school system, instead, provide that funding. She reminded the Board leaders that the HCCPTA will sponsor a candidates forum for those candidates involved in the November general election on October 17 at Harford Community College beginning at 7:00 p.m.

#### **ACTION ITEMS**

#### **CONSENT AGENDA**

Acting on the motion of Mr. Thomas and the second of Mrs. Rich, the Board voted unanimously to approve items on the Consent Agenda including: Approval of minutes from the June 17 work session and the June 24 and July 8 business meetings; appointment of new members to the Career and Technology Citizens Advisory Committee; Appointment of new member to the Policy Review Committee, Approval of contract for food service bread; Approval of contract for paper supplies, Approval of award of school bus contract, Affirmation of monthly contract awards, Approval of monthly report on personnel; and Approval of Audio Visual Equipment purchase. In addition, Superintendent Jacqueline C. Haas announced that two individuals who had previously provided services under contract to the Board, have now been made employees of the school system. She said that Kathryn Carmello will be governmental relations liaison, and Patrick Spicer will be counsel to the Board and school system.

#### **APPROVAL OF CONTRACT, ARCHITECTURAL/ENGINEERING SERVICES, SOUTHAMPTON MIDDLE SCHOOL/C. MILTON WRIGHT HIGH SCHOOL**

## IMPROVEMENTS

Supervisor of Planning and Construction Kathleen Sanner told the Board that the FY 03 Capital Improvement Program includes \$2,050,000 in funding for improvements to Southampton Middle School and C. Milton Wright High School to address issues relating to overcrowding. She said \$97,000 had been appropriated from the FY02 budget for those improvements. A scope has been established to provide additional parking at both schools, an activity room addition and health suite expansion at Southampton Middle, and a cafeteria expansion at C. Milton Wright High. She said that 23 architectural/engineering teams submitted proposals for the project. She said that Marshall Craft Associates had been determined by a team of evaluators to be the top ranked firm among those providing proposals.

Mrs. Sanner said that the actual improvements job would likely be bid in January with work to start in the spring. She said 50 parking spaces would be added to Southampton, activity space would be provided for physical education classes, and the health suite would be expanded. At C. Milton Wright, an additional 75 parking spaces would be provided, the cafeteria would be expanded and a permanent food services line would be added as well as improvements in the area of access to those with disabilities in the upper section of the cafeteria. Mrs. Sanner said the possibilities of the patio area adjacent to the school media center being enclosed to provide more classroom space will likely be a more complicated project requiring additional funds. Acting on the motion of Mr. Magee and the second of Eugene C. Chandler, the Board voted unanimously to support the payment of \$184,500 to the Marshall Craft Associates firm for architectural/engineering services relating to the improvements at the two schools.

## APPROVAL OF CONTRACT - CONSTRUCTION MANAGEMENT SERVICES - NORTH HARFORD HIGH SCHOOL MODERNIZATION/EXPANSION

Mrs. Sanner, joined by North Harford High School Principal Michael Thatcher, told the Board that it is necessary to employ a construction management firm to oversee the modernization/expansion project at North Harford High School. Mrs. Sanner told the Board that 14 firms had expressed interest in overseeing the \$37 million project. She said that, based on a review by a committee established to conduct such an evaluation, the White Marsh-based firm of J. Vinton Schafer and Sons is being recommended as the firm most qualified to conduct such an oversight of the sub-contractors who will be involved in the project. In the last four years, Schafer has conducted 26 renovation/addition projects and are currently involved in a phased addition/renovation - similar to the anticipated North Harford High School job - at Southern Middle School in Anne Arundel County. The base contract for J. Vinton Schafer will be \$2,190,000 with cost estimates for reimbursables total \$290,600, the second amount to be billed at cost. Acting on the motion of Mrs. Wolf and the second of Lt. Col. (Ret.) Chandler, the Board voted 7 to 0 to support the proposal.

## APPROVAL OF SCHEMATIC DESIGN - NORTH HARFORD HIGH SCHOOL MODERNIZATION/EXPANSION

Mrs. Sanner, joined by Grimm and Parker Associates architect Carol Mark, presented the Board with the proposed schematic design for the North Harford High School

modernization/expansion project. Mrs. Sanner told the Board that local planning approval had been provided by the state for a complete modernization and expansion of the building to accommodate 1,600 students (the building has a current capacity of about 1,400).

Educational Specifications and a Scope Study to determine the implications of the modernization/expansion were approved by the Board on June 24, 2002. Mrs. Sanner said the project will create a comprehensive high school with a focus on agri-science and environmental science. Mrs. Mark, who showed the Board a series of slides on the proposed building, said a series of geothermal heat pumps are being considered for the project to provide heating and cooling services through a series of underground pipes. The schematic design includes demolition of 25,513 square feet and 93,574 square feet of new construction as well as the renovation of 148,198 square feet. Mrs. Mark said improved circulation, a new main lobby/entrance, media center, and auditorium/music suite are included in the building additions. New physical education spaces will be constructed around the 1980 gymnasium on the lower level and can be isolated for after hours use. The old auditorium will be converted into a new cafeteria/kitchen and service areas consolidated on the lower level. Initial phasing concepts have been developed and will be reviewed by the construction manager for constructability, life/safety, and regulatory requirements. Site survey, topography and test borings are currently underway, and initial meetings established with the State Highway Administration and the State Fire Marshal's Office. Mrs. Sanner explained that recent boundary adjustments make it imperative that the schematic design and design development document timelines (September 1/November 1, 2002) be met in order to be eligible for State construction funding in FY 2003-04. Acting on the motion of Mrs. Rich and the seconds of Lt. Col. (Ret.) Chandler and Mrs. Wolf, the Board voted unanimously to approve the schematic designs as submitted.

#### APPROVAL OF 2003-04 SCHOOL CALENDAR

Director of Public Information Donald Morrison renewed the presentation of the proposal for the 2003-04 HCPS calendar, which had first come before the Board at its previous meeting, July 8, 2002. Mr. Morrison said the proposal had been altered in the area of inclement weather makeup days after a committee composed of educators, school administrators, parents, and business people had reviewed the proposal. He said that three days are built into the end of the calendar for inclement weather makeups. The proposal of the committee would have a fourth day made up on Thursday, April 8, 2004 - the first day of the spring break, with a possible fifth day to be made up on the first of the two scheduled staff development days, March 26, 2004. He said the committee recommended that, if the March 26th staff development day is used as an inclement weather makeup day, the staff development session would be scheduled after the last day for students. The proposed calendar has the school year starting for students on Monday, August 25, 2003 - a week prior to Labor Day, and ending for students on Friday, June 11, 2004 (with three inclement weather days to be dropped in full or part if fewer than the three days are used). The schedule has three two-day blocks of staff developed included after each of the first, second, and third quarters. Acting on the motion of Mr. Wolkow and the second of Lt. Col. (Ret.) Chandler, the Board voted 6 to 1 (Mrs. Wolf dissenting) to approve the 2003-04 calendar as submitted.

## TAKE YOUR CHILD TO WORK DAY

At the request of the Board, Mr. Morrison said the committee which reviewed the placement of inclement weather makeup days in the 2003-04 calendar, also examined the situation surrounding "Take Your Child to Work Day," a non-school sponsored event which has been observed for the past several years on the fourth Thursday in April. Mr. Morrison said as many as two-thirds of the student body at some middle schools have been absent on that day, ostensibly going to work with their parents. He noted that efforts had been made to negotiate with the sponsoring national women's organization to encourage the use of non-school days (summer vacation, election days, school holidays, etc.) to have young people go to work with their parents to no avail. Mr. Morrison said it was the unanimous recommendation of the committee that Harford County Public schools NOT provide a lawful excuse for students absent on that fourth Thursday in April who present a note that they had gone to work with their parents. Mr. Morrison noted the committee had recognized that Harford schools encourage students in their pursuit of school to career training with shadow days, and curriculum-embedded career education. Acting on the motion of Mr. Thomas and the second of Lt. Col. (Ret.) Chandler, the Board voted 6 to 1 to support the recommendation of the committee to direct that lawful (excused) absences NOT be granted for students who are absent on "Take Your Child to Work Day." The Board voted 6 to 1 (Mrs. Wolf dissenting) to support the motion.

## APPROVAL OF INTERCOM SYSTEM UPGRADES FOR 41 SCHOOLS

Andrew Moore, Supervisor of the Office of Technology and Information Services presented the Board with a proposal to upgrade the intercom systems in the county's 50 schools to provide two-way communications from the classroom to the office, and to allow classroom teachers to have dial-out abilities in making phone calls from their classroom. Mr. Moore said the Office of Technology will upgrade the intercom systems of 41 schools buildings. Installation of the new systems, in conjunction with existing or upgraded telephone systems will allow for the two-way communication system. Mr. Moore said the system will be of a "hybrid" nature, using existing and upgraded systems in providing the service. He said the \$630,311.20 cost of the system will be provided through an appropriation from the Harkins Administration as a life-safety issue. Acting on the motion of Lt. Col. (Ret.) Chandler and the second of Mrs. Wolf, the Board voted 7 to 0 to support the conversion of the intercom systems to provide two-way communication service. Mr. Moore said the process of converting the schools will begin immediately, with buildings being brought on line according to a pre-determined schedule, but that it could be 15 months before all work has been completed.

## APPROVAL OF PROMOTIONS/APPOINTMENTS

Acting on the motion of Mr. Wolkow and the seconds of Mrs. Wolf and Lt. Col. (Ret.) Chandler, the Board voted unanimously to appoint Mark W. Buzminsky to be Coordinator of the Alternative Education Program. Mr. Buzminsky has been a teacher at Edgewood

Middle School and has worked in the Alternative Education Program since 1994. He has also been a substitute assistant principal at Edgewood Middle since 1997 and has been the site coordinator of the Alternative Education Program since December 2001. Mrs. Haas also presented the Board with a list of individuals whom she recommended be made department chairpersons. Acting on the motion of Mr. Magee and the seconds of Lt. Col. (Ret.) Chandler and Mrs. Rich, the Board voted 7 to 0 to support the recommendations.

#### REVIEW OF CAPITAL IMPROVEMENTS PROGRAM PRIORITIES - FY 2004-09

Mrs. Sanner presented the Board with an update on the proposed Capital Improvements Program Priorities for FY 2004 through FY 2009. The document had been presented to the Board at its July 8, 2002 meeting and must be adopted by the Board at its September 9, 2002 meeting in order to be submitted for State approval in a timely manner.

#### **NEW BUSINESS**

##### ACTION ITEMS

#### APPROVAL OF FY 2003 BUDGET POSITION CHANGES

Assistant Superintendent for Business Services John Markowski presented the Board with a series of recommendations to appropriate \$731,581 of the \$1,231,581 FY 2002 fund balance for non-recurring expenditures. Mr. Markowski said the money would be spent for a Lawson 8.04 upgrade - consulting, equipment, and software (\$200,000), a new e-mail system (\$280,000), e-School Solutions Substitute System - consulting, software (\$60,000), and \$191,581 for music instrument replacement. Mr. Markowski noted that the Board's Fund Balance Policy calls for a 1/10 of one percent (\$259,060) to one-quarter percent (\$647,650) undesignated fund balance, but not less than \$500,000. Acting on the motion of Mr. Magee and the seconds of Mr. Thomas and Lt. Col. (Ret.) Chandler, the Board voted 6 to 1 (Mrs. Wolf dissenting) to endorse the proposed spending of the recommended portion of the FY 02 fund balance.

#### APPROVAL OF CAPITAL TRANSFER AND CONTRACT AWARD FOR EDGEWOOD MIDDLE SCHOOL HVAC PROJECT

Using funds identified from completed capital projects and previous state and local appropriations, Mrs. Haas recommended the Board approve spending in the amount of \$287,533 to replace the original air conditioning system at Edgewood Middle School. Mrs. Haas recommended the Board award the contract to the low responsible bidder for the job, Denver-Elek, Inc. Acting on the motion of Lt. Col. (Ret.) Chandler and the second of Mrs. Rich, the Board voted 5 to 0 (Mr. Thomas and Mr. Wolkow were not present when the vote was taken) to approve the proposal.

#### SUSPENSION OF CURFEW

Acting on the motion of Mr. Thomas and the second of Mr. Wolkow, the Board voted unanimously (as required by its bylaws) to suspend its rule prohibiting any new business item to be introduced past 10:00 p.m. The motion called for consideration only of Item H - Presentation of the Fitness, Athletic, Sport Technician Program.

#### PRESENTATION OF THE FITNESS, ATHLETIC, SPORT TECHNICIAN PROGRAM

A team of Harford County Public School Principals and Supervisors including Harford Technical High School Principal David Thomas and Supervisors Frank Mezzanotte and Sue Garrett presented the Board with a proposal for the modification of an approved career completer program - Health Occupations. The change would have the program expanded to include instruction in health, fitness, and sports technologies occupational areas. Gerald Scarborough, Assistant Superintendent for Curriculum and Instruction, said the change has received "concept approval" from the General Curriculum Committee. The educators said that sports medicine and exercise science are among the fastest growing fields for employment. The Board will take the proposal under advisement, pending the receipt of more information.

#### ADJOURNMENT

Acting on the motion of Lt. Col. (Ret.) Chandler and the second of Mrs. Wolf, the Board voted unanimously to adjourn at 10:35 p.m.

#### FUTURE MEETINGS

The Board will conclude the first quarter of the 2002-03 school cycle at North Harford High School with business meetings at the school on September 9 and 23, 2002 (7: 00 p.m. and 6:30 p.m. respectively). The Board has also scheduled a work session at the HEAT Center on September 17, 2002. The Board will move its business meetings to Bel Air Middle School beginning in October.

#### MORE INFORMATION

The school system is attempting to prevent duplications and reduce production/mailing costs of the printed versions of B-Line. Those who are able to access B-Line on line and who would like their copy of the printed version of the document discontinued should e-mail the Director of Public Information: [drmorrison.gs@hcps.k12.md.us](mailto:drmorrison.gs@hcps.k12.md.us); Or call the HCPS Customer Relations Action Line (24-hours-a-day) at 410-638-0022.

In addition, for those who would like to receive emergency or other important school announcements automatically at their e-mail address(es), check the schools-out.com initiative on the home page of the HCPS web site.

**For more information on Board meetings or other matters affecting the Harford County Public Schools, contact the system's Director of Public Information, 410-588-5203; or call the HCPS Customer Relations Action Line (24-hours-a-day) at 410-638-0022.**

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the Director of Public Information at 410-588-5203.*