

Agenda
 General Meeting of the PTA Council of Howard County
 Homewood Center, 10920 Clarksville Pike, Ellicott City, MD 21043
 www.ptachc.org
 March 6, 2017

Time	Agenda Item	Presenter/Contact Information
7:30 pm	Call to Order; Establish Quorum; Pledge of Allegiance, PTA motto, Introduction of quest	Reg, president@ptachc.org
7:35 pm	Minutes and Treasurer's Reports	Riccardo Morales, ExecutiveVP@ptachc
7:38 pm	Homewood Assistance	Riccardo Morales, ExecutiveVP@ptachc
7:48 pm	Legislation Update	Donna Sudbrook
7:45 pm	Superintendent's Report and Q/A	Joan Fox, HCPSS, joan_fox@hcpss.org
7:50 pm	HCPSS Bus Transportation/ Requirements/Q&A	David Ramsay, HCPSS Director of Transportation
8:15 pm	Board of Education Liaison Report	Cynthia_vallancourt@hcpss.org
8:30 pm	HCPSS Policy Update	Towanda Brown, Policy Chair
8:37 pm	OBRC Report	Laurie Ramey, treasurer@ptachc.org
8:42 pm	President's Report	Reg, president@ptachc.org
8:47 pm	New Business	Reg, president@ptachc.org
9:10 pm	Meeting Take-Away and Action Items	Riccardo Morales, ExecutiveVP@ptachc
9:15 pm	Meeting Adjourned	
		Next mtg: April 3, 2017

CALENDAR
April 3, 2017 PTACHC General Meeting, 7:30 pm Homewood Center

May this be our year to advocate for all children with one voice.



3-6-17

Board of Education FY 2018 Budget Request Impact of Additions and Reductions

The Howard County Board of Education has approved its Operating Budget Request for the 2017–2018 school year (Fiscal Year 2018) totaling \$872.4 million. The amount requested represents a net increase of \$3.5 million over the Superintendent’s budget request and \$64.0 million over the amount funded for the FY 2017 school year.

<p>Budget Additions The Board added \$4.17 million to the Superintendent’s budget proposal to fund new positions and programs.</p>	<p>Budget Cuts To offset the cost of the additions, the Board made \$662,000 in reductions.</p>
<p>93.5 new positions:</p> <ul style="list-style-type: none"> • 52 Para-educator • 23 Media para-educator • 12 High school media secretary • 2 Behavior specialists • 1 Reading specialist • 0.5 Robinson Nature Center teacher • 1 Diversity coordinator • 1 Attorney for the Board • 1 Budget analyst/auditor for the Board <p>Increases in funding for:</p> <ul style="list-style-type: none"> • Summer school programs • Intramural programs 	<p>Eliminations:</p> <ul style="list-style-type: none"> • All school websites ? • Live video streaming of commencement ceremonies, student music performances and other events • Staff retirement celebration • Staff service milestone recognitions • Gallup student strength and staff engagement initiatives <p>Reductions:</p> <ul style="list-style-type: none"> • School system legal fees • Contracted services and supplies for communications and human resources

Community Input

Community members have several opportunities to provide feedback on the budget at the following public hearings:

- County Executive Budget Public Hearing – Wednesday, March 8, 7 p.m., Bancker Room, George Howard Building, 3430 Court House Drive, Ellicott City
- Board of Education Budget Public Hearing – Thursday April 20, 7:30 p.m., Board Room, 10910 Clarksville Pike, Ellicott City
- County Council Public Hearing on Operating and Capital Budgets – April 24, 7 p.m., Bancker Room, George Howard Building, 3430 Court House Drive, Ellicott City

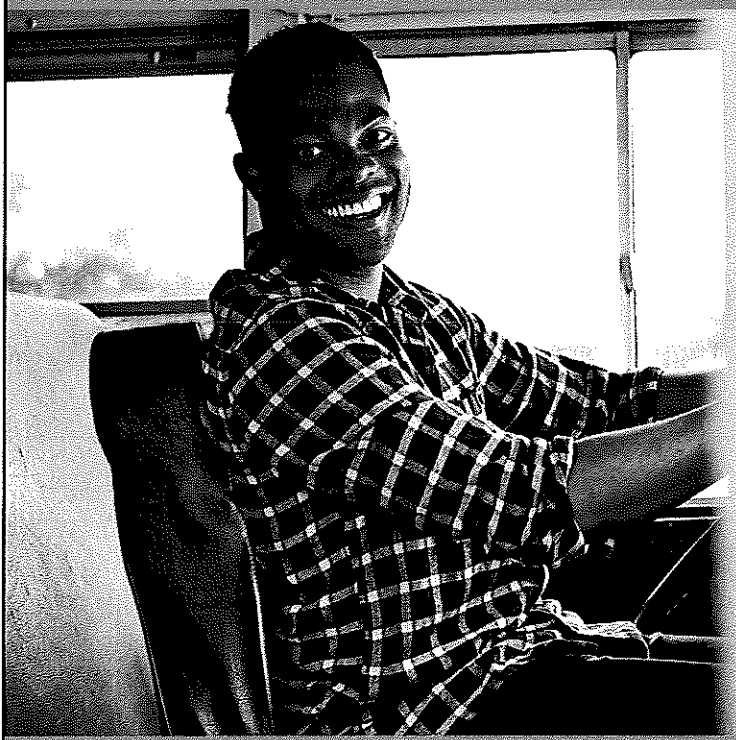
Feedback may also be submitted to the Board of Education at 410-313-7194 or boe@hcps.org.

Next Steps

- Board submits budget request to Howard County Executive Allan H. Kittleman – mid-March
- County Council approves final FY 2018 Operating and Capital Budgets – May 24
- Board adopts final FY 2018 Operating and Capital Budgets – May 25

3-6-17

Interested in a part-time job?



The Howard County Public School System is looking for dedicated individuals to become **SCHOOL BUS DRIVERS** for Howard County School Bus Contractors

The perfect job for retirees, moms, dads, college students...YOU!

Applicants must:

- Be at least 21 years of age
- Have a clean driving record
- Have a clean criminal background
- Work 180 days a year, and be off during the summer
(possible summer work available)

For more information, scan the QR code, or visit:
www.hcpss.org/employment/school-bus-driver-vacancies/



TRANSPORTATION OFFICE • 5451 Beaverkill Road, Columbia, MD 21044 • 410-313-6732

The mission of the Howard County Public School System's Transportation Office is to provide safe, reliable and efficient transportation to eligible students.

3-6-17

PTACHC Legislative Committee Report, March 6, 2017
Submitted by Donna Sudbrook, PTACHC Legislative Chair, legislative@ptachc.org

2017 Maryland PTA 102nd Annual Convention ,July 27 - 29, 2017, Sheraton Columbia Town Center, Columbia, Maryland. More details at www.mdpta.org... "Maryland PTA invites you to join us for this weekend of education, networking, relaxation and fun. Maryland PTA Convention is an opportunity to bring new energy and ideas to your local PTA units and enhance your relationships with other members of the PTA. The Convention Committee has planned a weekend full of informative education sessions and fun social events."

1. Maryland State Legislation - Bill to change how Howard County Board of Education members are elected. Currently, 7 BOE members are elected county wide. If Local bills are approved by a majority of the local State Senators and also the local State Delegates, then the bill goes on to the entire Maryland Legislature for typically a courtesy approval by the entire Maryland State Legislature, at least that is my understanding. Unable to confirm as yet.

Below information is from <https://www.howardcountymd.gov/About-HoCo/State-Delegation> (or go to that website, select "About HoCo" at top of home page, then select "State Delegation" on drop down box, then select "Proposed Local Legislation").

*5/17 elected in C.C. DISTRICTS
2 at large - 6 urban*

Howard County Board of Education – Elected School Board, Ho. Co. 11-17 – PASSED BY THE DELEGATION WITH AMENDMENTS (HB1299, CLARIFYING AMENDMENT 2/15/17, hearing scheduled, AMENDMENT 3/1/17)
By: Delegate Atterbeary

FOR the purpose of requiring that, beginning with a certain election, certain members of the Howard County Board of Education be elected by districts and certain members be elected at large; providing that a member elected to the county board from a certain geographic area but whose district boundaries are subsequently altered may remain as a member of the county board for a certain period; providing that in making an appointment to fill a vacancy on the county board the County Executive of Howard County shall endeavor to ensure that the county board reflects certain characteristics of the county population; providing for the termination of the terms of certain members of the county board; providing for the application of this Act; and generally relating to the election of the members of the Howard County Board of Education.

To follow **HB 1299** through the State Legislature, go to the General Assembly of Maryland's website www.mgaleg.maryland.gov and search on **HB 1299 / 2017 Session** for hearing dates, Name of Committee currently considering the bill, Committee members, contact information, etc.

To voice your opinion on this matter, see contact info of Howard County State Senators and Delegates, select "State and Federal Representatives" on that same drop down box.

2. Innocence Stolen: Protecting our Children Online; A free option for Community Groups to host. Presented by Vince DeVivo, Community Outreach Specialist, U.S. Attorney's Office, District of Maryland. Sponsored by the Howard HS PTSA. This presentation informs adults about how best to protect young people from negative and criminal influences online. Topics include social networking, cyber bullying, sexting, and internet predators. The program provides prevention and intervention strategies and internet safety resources. In addition to adults, the presentation is also open to both high school and middle school students, at the discretion of parents. Although the program does not contain graphic imagery, predators and sexting will be discussed as they are significant online hazards. Not all parents may want to address these issues in this format. For those that do, it has been helpful in fostering dialogue within families about online safety.

PTA Council of Howard County
Treasurer's Report
July 1, 2016 through March 3, 2017

	Jul 1, '16 - Mar 3, 17	Budget
Ordinary Income/Expense		
Income		
43400 · Direct support Dues	11,730.00	12,580.00
45000 · Interest	1.66	2.50
Total Income	11,731.66	12,582.50
Expense		
60900 · Communications Expenses		
60910 · Postage	4.57	50.00
60920 · Internet & Web Maint	205.37	150.00
60940 · Telephone	431.06	650.00
60950 · Training	0.00	150.00
Total 60900 · Communications Expenses	641.00	1,000.00
62100 · Programs		
62110 · Awards and Gifts	0.00	300.00
62130 · Council-sponsored Events	34.81	1,000.00
62140 · Family Inv Prepare for Success	0.00	100.00
62150 · HCASC Support	0.00	100.00
62170 · Hospitality	11.63	150.00
62180 · Hospitality - Special Schools	593.04	1,000.00
62200 · Committees	0.00	500.00
62210 · Reflections	109.88	350.00
Total 62100 · Programs	749.36	3,500.00
62800 · Leadership Training		
62810 · Legislative Training	0.00	250.00
62820 · Workshops/Networking Sessions	0.00	75.00
62830 · State and National Conventions	0.00	4,550.00
Total 62800 · Leadership Training	0.00	4,875.00
65000 · Operations		
65010 · Bank Fees	0.00	50.00
65020 · Copying	0.00	100.00
65040 · Office Expenses	81.08	100.00
65060 · Office Staff	4,050.00	9,000.00
65070 · Miscellaneous Expenses	0.00	250.00
66000 · Payroll Expenses	321.52	750.00
Total 65000 · Operations	4,452.60	10,250.00
Total Expense	5,842.96	19,625.00
Net Ordinary Income	5,888.70	-7,042.50
Net Income	<u>5,888.70</u>	<u>-7,042.50</u>

PTACHC Meeting
Homewood Center
February 6, 2017

Meeting called to order at 7:35 p.m. by PTACHC President Reg Avery. Quorum was confirmed.

Consideration of Minutes approval and Treasurer's Report – Ricardo presented the minutes and Treasurer's report. The attendees were reminded that these documents are always uploaded on our website (he reminded everyone that all handouts are on the website). There was a comment about the January minutes, which did not mention the motion before the vote, although there was an email distributed by the Secretary. Anyone who did not receive any email was asked to see Reg so their emails could be captured. There was a motion to approve the December minutes (no change) and the January minutes with change.

No Board of Education Liaison report – no representative from the BOE

Agenda Change: Dave Ramsey, from Transportation, was moved to next month

Support for Homewood – Ann Santos provided a presentation about Homewood and there being no dedicated PTA although a lot of children from our schools come through Homewood, including those on the Autism Spectrum. Each PTA was asked to go back to their locals and get a vote about the suggestions for the March meeting:

1. Round up from \$170 to \$200. This increase in PTACHC dues from \$170 to \$200. The additional monies would be allocated to the Special school (30 x 72) = \$2220 would be the extra monies. The \$1000 is an increase from the past.
2. By cluster, agree to rotate responsibility for the funds each month (operational issue). The PTACHC Board should not be in charge of administering this. Ann Santos agreed to lead this.

Legislative Report

- There is a meeting in Annapolis this Thursday. Can speak to delegates and senators and tell them what to think about issues 6:00 – 8:00 p.m., Room 17. There are 3 different bills proposed on how the HC BOE will be elected. One bill has been withdrawn.
- Bruce Sartwell mentioned the research compiled about the different research that has been done on School Start Time/Dismissal Time. The Public Hearing is tomorrow evening at the BOE.

Superintendent's Report/Q&A – John White

There were a number of announcements and a new "Celebrate HCPSS" to discuss partnerships and alumni. Registration has started for summer camps and programs. There are two upcoming public hearings: 1) School Start/d dismissal Tuesday at 7:00
2) Superintendents proposed budget next Tuesday

3. Howard County Council / Planning Board -- APFO, March 6, 2017 Update provided by Brent Loveless, Forest Ridge ES / Patuxent Valley MS.

What is APFO? - The Adequate Public Facilities Ordinance is a series of tests applied to new commercial and residential developments. These currently include tests for **Elementary School Capacity, Middle School Capacity**, road intersection capacity and maximum number of units that can be built in a given area. The current APFO does not test for items such as High School Capacity, Police, Fire, Parks, Libraries etc. APFO provides some mitigation in the form of fees or delays, but does not hold back development indefinitely in areas that are over capacity. Items such as school redistricting directly change the utilization of schools and effect the tests used for development approval or delay.

Current Status - The administration formed an APFO task force in the summer of 2015. In early 2016 A task force report was published. In Feb 2017, these recommendations were reviewed by the county administration and the DPZ with detailed descriptions describing they feel should be approved. This was presented at a "informational" Planning board meeting held on Feb 16th 2017. The public testimony went until midnight which was dominated by support for better standards to support education. The Baltimore Sun provided dedicated coverage on this event Feb 21st titled... **Residents say changes to Howard County's 'outdated' growth policy don't go far enough.**

The exact timeline of legislation is not published by the County. This is the current information as of March 6, 2017 On Thursday, March 30, 2017 - 7:00 PM - Banneker Room (Ellicott City), the Planning Board has scheduled - **GPA 201701 - Proposed Adequate Public Facilities Ordinance amendment to PlanHoward 2030** - Details of this meeting, and its format are not available yet, but this is directly relevant to APFO updates.

The spending affordability report released March 3rd recommends a .25% increase to transfer taxes dedicated for school capital improvement programs, but also lists changes in student-teacher ratios to reduce expenses. The recommendation and details would have to be passed by the state and would not take effect until FY19. Transfer taxes, Excise taxes and "holds" are the three mechanisms that APFO uses to mitigate growth.

<https://www.howardcountymd.gov/Departments/County-Administration/Budget/Spending-Affordability-FY-2018>

<https://www.howardcountymd.gov/News/ArticleID/818/News030317b>

Several PTA's have held individual informational sessions on this topic to keep parents informed in addition to PTAHC distribution material. The next known public info forum is March 22nd in Savage Maryland arranged by PTA parent Judy George. <https://www.facebook.com/events/759870447511124/>

The DPZ approved regulations are in process of being rewritten in the form of legislation to the County Council for their approval at an unspecified date. Various organizations are actively lobbying for modifications.

PTA Position - The PTA has expressed a position to lower the capacity thresholds for schools and include high school tests. This should be presented to the County Council when legislation is pending.

Outside Factors - Recent presentations and decisions of the HCPSS Budget Reviews, BPW, Spending Affordability Committee, Attendance Area Committees, 21st Century Committee on School Construction and other forums do not anticipate significant improvements or change in the trend of school capacity issues. The outcome of APFO updates are one of the only active legislative initiatives that can change the trend positively or negatively.

What's Next - The Planning Board is reviewing Plan Howard 2030 APFO changes. The County council will be presented with legislation to approve, disapprove or amend. The State will be presented with any legislation that involves tax changes, and some interdependent legislation may be introduced separately from the APFO code. Redistricting processes have started with feasibility estimates based off of older APFO criteria.

^{why?} The APFO report with FEB 2017 DPZ comments that was posted on the Howard County Planning Board site have been removed. Several groups and individuals have republished this information on personal websites. The County Executives site for the 2015 APFO task force is..... <https://www.howardcountymd.gov/About-HoCo/County-Executive/Adequate-public-facilities-ordinance-task-force> <https://www.howardcountymd.gov/Branches/County-Executive/Adequate-Public-Facilities-report-2016>

There were a couple of questions posed:

1. Is there a meeting about the calendar – not yet.
2. Will Dr. Foose be at the next President's meeting
3. Is there a policy for opting out of Standardized policy? No, you cannot opt out, you can refuse, but there is no formal opt-out provision.

APFO

There is a meeting at the George Howard, Council Chambers with the County Planning Board on Feb 16th...people, particularly representatives from schools that are over-capacity, should show up and be a part of the process. There will be the opportunity for comments by the planning board and public. This applies to Elementary and Middle only. For 4 years, developers were charged less than the cost of growth (only 1/3 of the impact cost. Anything that did not make into the staff report (Fire, Police, Water/Sewer) is fair game for APFO. The APFO charts are used and account for redistricting. Action Item: Brent will write a fact sheet.

The PTA delegate at Manor Woods stated that they will be at 200% capacity within the next five years. There was a meeting with the Principal and School Planning Manager. Adding portables introduces more safety issues, particularly elementary.

PTACHC President Notes

- There was a discussion about a bullying situation that Reg was involved in where the young lady left the county because she posed nude for a boyfriend and photographs were shared. Two Community Academy sessions were announced: One for Feb 25th on Dating Dangers/Healthy Relationships and the other on March 25th on Bullying at Oakland Mills Middle School.
- The State PTA convention will be in Howard County this year on the last Thursday/ Friday/Saturday in July and we are looking for sponsors.
 - We would like a child to sing the National Anthem. If anyone knows of a child who can fulfill this role, send an email to Reg.
 - We also would like a scout troop (boy or girl) for the Colorguard. This is being advertised to more than the JROTC.
- June is the next PTA National Convention in Las Vegas
- Our ByLaws are up for review and we need a ByLaws Committee and two more volunteers. Matta, VP of Operations, is leading this effort. PTAs were reminded that if they sent in their ByLaws to Maryland State and have not gotten them back, to send an email to Reg for follow-up.
- We are still looking to fill the position for Jane's place.
- The VP for Issues position was vacated. Let Reg know if there is any interest.
- We need a nominating committee for the PTACHC Executive Board.

New Business: None

Meeting Adjourned at 9:04 p.m.

Minutes submitted by Towanda Brown

Impact – Movement of these certified instructional staff to classrooms could result in a one-for-one reduction in the need for additional staff to support enrollment growth.

3. The Board should instruct School Administration to provide data and information to the negotiated groups (to which they are legally entitled per their contracts), sourced directly by the actuarial entities analyzing the data, e.g. Bolton. All requested data, such as Health claims experience and premiums, should be given in a timely manner. We will be offering further recommendations regarding Fixed Charges in our process report.

Analysis – We do not have an explanation of the source of \$35M (p. 27) projected Revenue. Other areas of Fixed Charges had surpluses to offset, and Freeze Committee or other savings are anticipated to be transferred to Fixed Charges. Thus, the deficit needs to be analyzed.

Impact – If the Health and Dental Fund deficit is not as large as projected, and/or can be offset, then the projected funds needed in this category are likely over-estimated.

4. Freeze Committee should continue to operate during FY18. Board should receive periodic reports on the committee's structure and operation.

Analysis – The Freeze Committee identified several areas funded in the approved FY17 operating budget that required additional approval before being authorized. The Freeze Committee is expected to reduce other areas by at least \$28M. It is unclear to the OBRC where the reductions have been made.

Impact – In addition to enabling HCPSS to manage through the challenges of the underfunded FY17 Fixed Charges category, the Freeze Committee applies considerable institutional spending discipline and likely provides additional insight to be used in the zero-based budgeting process.

5. The Board should ensure the Administration continues to apply its zero-based budgeting process and remove unfilled positions in the budget that are no longer required. While it is helpful that these positions may be identified by the Freeze Committee after the budget has been approved, it is much more effective and transparent if these positions are simply removed from the budget. We will address this topic again in the process report.

Analysis – Open positions are unfilled yet their corresponding salary amounts are still in the budgeted amounts for an area's positions. This makes the budget and category amounts inaccurate in those areas.

10. Restore English for Speakers of Other Languages (1002, pgs. 147-148) Support Staff positions to FY17 levels.

Analysis – 30 elementary school level paraeducator positions will move to Elementary School Instruction (3010, pgs. 235-236). English Language Learners student population experienced a very large increase of 31% for FY17 and is budgeted to increase another 5.6% for FY18. ESOL elementary will be losing their specifically appointed staff and will need to draw on the general support staff located throughout the building.

Impact – All support staff will need to be trained to work with this population and there is no line item in the budget for the costs associated with the necessary professional development. Students with little to no English will be pushed into the general education classroom with limited support. This will continue to put pressure on teachers and school based administrators to meet the unique needs of these students.

11. Restore Early Childhood Programs (1301, pgs. 161-162) Support Staff positions to FY17 levels.

Analysis – 63.5 paraeducator positions will move to Elementary School Instruction (3010, pgs. 235-236).

Impact – Early Childhood Programs will now have to share support staff with the entire elementary school building.

12. Restore Library Media (1501, pgs. 169-171) Support Staff positions to FY17 levels.

Analysis – 41 paraeducator positions will move to Elementary School Instruction (3010, pgs. 235-236).

Impact – While elementary schools will be gaining paraeducators, there will no longer be any library support staff for middle and high schools. Students in all grades will find it increasingly difficult to access the media centers with the elimination of this staff.

13. Restore Elementary School Instruction (3010, pgs. 235-236) support staff to at least FY17 levels, if not more.

Analysis – Budget document indicated that 139.5 Paraeducators were transferred from Central Office Instruction, ESOL, Early Childhood and Media to Elementary School Instruction. Elementary School Instruction will only gain 98.5

Analysis – The one-time cost to test the model is \$150,000 plus \$250,000 for upgraded routing software. In addition, a contingency fund of \$300,000 has been budgeted if additional buses are needed. Postponing the test will produce \$700,000 in funds that could be redirected.

Impact – \$700,000 can be made available to fund an overriding priority.

17. After years of both freezes and staff reductions across multiple Operations departments (Risk Management, Custodial, Grounds, Energy Management and Utilities), there is no true opportunity to reduce staff. However, there are large budget line items for contracted services that may represent opportunities to revive frozen staff positions and reduce cost by bringing tasks in-house.

Analysis – No reviews or cost benefit analysis has been conducted in the past three years to determine if the actual cost of outsourcing is less expensive than retaining in-house staff.

Impact – Fill frozen positions. Reduce costs by cutting expenses for outsourced services. Create professional development and promotion opportunities by training HCPSS staff.

18. Two Risk Management positions should not be filled and several of the proposed responsibilities should be decentralized to school based staff.

Analysis - A proposed function is field trip application process which is currently initiated by a school-based assistant principal, and centrally gathered into a smart database, accessible and managed by risk management. By decentralizing the field trip review process, a bottle neck can be eliminated and the turn-around time for field trip requests reduced. There were 1900 field trip request forms from September 2016 through January 2017.

Impact – Reduce staff additions, spread workload, improve student safety and operate more efficiently.

19. Forgo the hiring of two IEQ managers. Train and develop current managers and create professional development opportunities for current staff. Move 911 monitoring and access card management to IT which allows for a pool of staff that can respond to these functions (currently being directed to a single employee).

Analysis – Spread critical functions across larger numbers of staff and create development opportunities as the HCPSS moves to a more eco-friendly organizational environment.

Impact – Eliminates additions to staff. Creates promotional opportunities and institutes knowledge management to cover staff turnover.

Introduction

Thank you for allowing the Operating Budget Review Committee the opportunity to provide the Board with recommendations for the proposed FY 2018 HCPSS operating budget. The current OBRC was chartered in early December and began meeting in early January. We would like to thank all the members of the committee for their sacrifice of time and effort. We have been fortunate to bring together members with many different points of view, with a universal vision of creating recommendations to support HCPSS at the highest level.

Knowing we had limited time, the Board Chairperson tasked the OBRC with taking a close look at staffing. We divided the work among subgroups, working cooperatively with the staff of HCPSS. By using subgroups, we were able to evaluate data more thoroughly and come back to the full committee to discuss outcomes.

Every member worked with admirable efficiency, congeniality and fidelity to produce this document. The committee believes that the recommendations we are providing to the Board will demonstrate the need, and our willingness, to make this committee a viable instrument for providing feedback to the Board and their stakeholders for many years.

Recommendations:

1. The Board should be sure to implement their right to review and approve all salary increases not included in negotiated agreements. See staffing positions found in all central office budget centers, pages 542 – 547.

Analysis – In Category 0304 - Central Office Instructional Personnel - staffing drops from 86 to 80 FTEs (with a reduction of 6 support staff) while Salaries and Wages increase by approximately \$400K. More details here and in other positions in all Central Office budget centers from p. 542 to 547 should be reviewed.

Impact – There is an impression that Central Office Staff routinely receive increases that average more than the negotiated agreements. This recommendation will help to develop and maintain the trust of employees represented by negotiated agreements, particularly in tight funding years.

2. The Board should analyze, potentially with the use of independent consultants, the extent to which Central Office staff that are certified instructional can be re-deployed to the classroom.

Analysis – It has been suggested that 30 or more certified instructional staff could be re-directed to the classroom. Note pg. 117.

Impact – If open positions are not removed, salaries in some instances are inflated over that which is actually needed and planned. The savings could be used to fund needs elsewhere in the FY18 budget.

6. A Coordinator for Diversity and Inclusion position should be created using redirected staff or new staff.

Analysis – Funding sources may be found through Freeze Committee and General Staffing. Students, staff and the community are feeling the strain associated with issues of racial tension and the fears surrounding immigration status.

Impact – Dedicated and accountable staff member to work on strategic planning to address and improve cooperation and understanding among diverse student populations.

7. Should the Board decide to revert to in-house legal council, the FY18 budget should reflect any cost or savings figures.

Analysis – Temporarily, there may be an increase in funding to hire an in-house attorney. The Committee believes that over time, risk management policies will lead to savings with having an in-house attorney.

Impact – A short-term increase, with long-term savings. Current litigation will also, likely, make this budget year's legal expenses higher, as well.

8. The Board should prioritize honoring the negotiated salary agreements

Analysis – Concluded contract negotiations should not be revisited, especially with areas of savings identified in this report.

Impact – If there are decreased funding needs, they should be examined in other areas to retain contracted obligations.

➤ ***Recommendations #9-13 all relate to restoring Support Staff personnel to FY17 levels.***

9. Restore Central Office Instructional Personnel (0304, pgs. 116-117) Support Staff positions to FY17 levels.

Analysis – 5 Support Staff positions will move to Elementary School Instruction (3010, pgs. 235-236)

Impact – Pressure on current staff to 'do more with less'.

additional Support Staff along with 13 'new' support staff (pg. 32 – new positions).

Impact – 28 Support Staff positions will be eliminated. Schools will have fewer overall support staff. The lack of these critical support staff will lead to shortages in all areas of the school buildings, such as Media, Special Education, ESOL, behavior supports for students, teachers' instruction and/or planning time.

14. Reduce class sizes by investigating digital and alternative education models to support combining classes with smaller enrollment in specific need areas.

Analysis - Class sizes should reflect HCPSS best practices for providing the most teacher-student interaction. There may be opportunities with current staff in the development of stronger digital learning opportunities, and a strengthened partnership with Howard Community College, and others, to provide quality educational opportunities to small groups without devoting staffing resources that may take away needed areas.

Impact - We are still waiting for information from central office on specific numbers, but the intent is to find areas that meet class size needs going forward, while maintaining current staff funding.

➤ ***Recommendations #15-20 focus on Operations.***

15. Increase transportation staff (1 trainer and 1 bus router) to insure the safety of our students and to proactively address the potential liability exposure to HCPSS.

Analysis – Compared industry (ActPoint) recommended staff coverage to HCPSS ratios:

Supervisor:Driver – industry standard 1:43, HCPSS 1:74,

Planner:Routes – industry standard 1:61, HCPSS 1:216

Trainer:Drivers – industry standard 1:61, HCPSS 1:221

Impact – Improves student safety and reduces potential liability exposure to HCPSS. These ratios do not include the anticipated 1800 additional students in FY18. In the event of an accident this information could be used to support a judgement against HCPSS.

16. HCPSS is currently conducting a new bus route schedule study. In the event that budget funds need to be reassigned. We recommend postponing the test of the proposed new model.

20. Convert all HCPSS buildings to LED lighting.

Analysis – The conversion of all HCPSS buildings to LED lighting would cut the \$13M electrical energy expense by approximately 50%. In addition to energy savings, the conversion to LED would reduce the number of man hours spent replacing light bulbs as these bulbs last for 7-10 years. Further, this action will create a significant reduction of the carbon footprint of the school system.

Impact – Creates a large pool of funds that can be used to fund staff. Provides major contribution to the LEED environmental conservation effort of HCPSS. The evidence of savings can be seen in the \$7M earned in 2010 LED conversions and \$4M in rebates and incentives offered by the local utility company.

Conclusion

Once again, thank you to the Board of Education, the HCPSS staff, the members of our committee and the community for the opportunity to provide recommendations to the Board. We look forward to providing the Board with a process report this spring, to providing clarity and transparency to the budget document, and to continuing the efforts of this committee for many years into the future.