TO: Members of the State Board of Education

FROM: Karen B. Salmon, Ph.D.

DATE: May 22, 2018

SUBJECT: School Calendar Waiver Application

PURPOSE:

The purpose of this agenda item is to request approval for Allegany County Public Schools to open for pupil attendance prior to Labor Day for the 2018-2019 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15. Local boards of education have the option to apply for a waiver of the requirements set forth in the Executive Order.

On October 12, 2016, Governor Hogan amended the original Executive Order to establish parameters for school boards to apply for waivers. To be eligible for a waiver, the local board must demonstrate that the school system has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Pursuant to the amended Executive Order 01.01.2016.13, the State Board of Education was charged with establishing a timeline for waiver applications; identifying additional information needed from local school boards to comply with the requirements of the Executive Order; and rendering decisions on submitted waiver applications. On December 5, 2016, the State Board of Education approved the application and process for local boards of education to submit a waiver request for the requirements in Executive Order 01.01.2016.13.
EXECUTIVE SUMMARY:

The Maryland State Department of Education received an application from Allegany County Public Schools to waive the post-Labor Day school start date. Allegany County Public Schools is requesting a waiver using the compelling justification of emergency school closing. In order to be eligible for a waiver, a local school system must have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Allegany County Public Schools were closed for inclement weather 11 days during the 2014-2015 school year and 16 days during the 2013-2014 school year. As a result, Allegany County Public Schools meet the criterion to request a waiver due to emergency school closings.

Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The Board of Education for Allegany County Public Schools conducted a public meeting on April 23, 2018. The minutes from the meeting are included in the attached waiver application.

ACTION:

It is requested that the Maryland State Board of Education approve the waiver application for Allegany County Public Schools to open schools for pupil attendance prior to Labor Day for the 2018-2019 school year.

Attachment: Waiver Application for Allegany County Public Schools
April 26, 2018

Dr. Karen B. Salmon, State Superintendent of Schools
Maryland State Department of Education
200 West Baltimore Street
Baltimore, MD 21201-2595

Dear Dr. Salmon:

At the April 23, 2018 meeting of the Allegany County Board of Education, our Board voted unanimously to request a waiver from Governor Larry Hogan's Executive Order 01.01.2016.13, signed on October 11, 2016. In his second Executive Order, Governor Hogan specifically indicated that Maryland districts that "have closed 10 days per year during any 2 of the last 5 years because of natural disasters, or severe weather conditions" could submit a waiver request to the Maryland State Board of Education.

Allegany County Public Schools does, in fact, qualify under this provision. During the 2014-2015 school year, we missed 11 days, and in the 2013-2014 school year, we missed 16 days respectively due to inclement weather. These days reflect closures for the whole system. In addition, there have been several more days in which our Mountain Ridge High School feeder system has been closed due to more extreme weather conditions in our Frostburg/Western Allegany County region where the elevations are much higher than the rest of the county.

On behalf of the Allegany County Board of Education, I respectfully request that the State Board of Education grant Allegany County Public Schools a waiver to begin our school year before Labor Day for the 2018-2019 school year.

Respectfully,

[Signature]

David A. Cox, Ed. D.
Superintendent of Schools

DAC/dmh

Enclosures:  
*Official signed minutes from ACBOE Business Meeting, April 25, 2018  
*Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date  
*Allegany County Public Schools 2018-2019 School Calendar (Condensed, One-Page Format)  
*Allegany County Public Schools 2018-2019 School Calendar (Monthly Format)
Overview:
Executive Order 01.01.2016.13 requires all kindergarten through grade 12 public schools in Maryland to be open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for each public school in Maryland shall adjourn no later than June 15. Local boards of education retain the full responsibility for establishing annual academic calendars within the parameters of the Executive Order. The Executive Order does not apply to the operation of year-round schools. The entire Executive Order may be found on the following webpage: https://governor.maryland.gov/wp-content/uploads/2016/10/E0.01.01.2016.13.pdf

Waiver Applications:
Local boards of education may apply for waivers of the requirements set forth in the Executive Order. To be eligible for a waiver, the local board must demonstrate that it has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Any waiver granted by the State Board of Education using this waiver application shall be for the 2018-2019 school year only. Local boards of education may apply annually for a waiver of the requirements in Executive Order 01.01.2016.13.

Timeline for Submission of Waiver Application:
Waiver applications will be accepted on a rolling basis. Decisions regarding waiver requests will be made at the State Board Meeting immediately following receipt of the application. For example, if a waiver application is received on January 31, 2018 then the State Board will render a decision at the February 27, 2018 meeting. A list of State Board meeting dates may be found on the following webpage: http://marylandpublicschools.org/stateboard/Pages/Meetings_2018.aspx. The local Superintendent or Chief Executive Officer and Board President will be notified in writing of the State Board’s decision. The final date to submit an application for a waiver of requirements in Executive Order 01.01.2016.13 for the 2018-2019 school year is March 31, 2018.

Waiver applications and supporting documents may be emailed to Charlene Necessary at charlene.necessary@maryland.gov or mailed to:

Maryland State Board of Education
Attention: Charlene Necessary
200 West Baltimore Street
Baltimore, Maryland 21201

November 27, 2017
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

Directions: There are five sections to the waiver application. All sections of the application must be complete for waiver requests to be considered by the State Board of Education. Include any required supporting documentation when submitting this application.

1. Select the name of the school system represented in the waiver request.

☐ Allegany  ☐ Charles  ☐ Prince George's
☐ Anne Arundel  ☐ Dorchester  ☐ Queen Anne's
☐ Baltimore City  ☐ Frederick  ☐ St. Mary's
☐ Baltimore  ☐ Garrett  ☐ Somerset
☐ Calvert  ☐ Harford  ☐ Talbot
☐ Caroline  ☐ Howard  ☐ Washington
☐ Carroll  ☐ Kent  ☐ Wicomico
☐ Cecil  ☐ Montgomery  ☐ Worcester

2. Select the type of waiver being requested by the local school board.

☐ Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☐ Request to waive both the post-Labor Day school start date and June 15 school end date.

3. Select the compelling justification for the waiver request.

Compelling justification includes adoption of an innovative school schedule (3a) or emergency school closing (3b). At least one compelling justification category must be selected.

☐ 3a. Compelling Justification: Adoption of an Innovative School Schedule.
Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where the innovative school schedules are offered. Education Article §7.103.1 defines innovative school schedules to include, "...extended year, year-round schooling, or other school scheduling models that do not allow for prolonged lapses in instructional time...." Qualifying schools are those designated as low-performing, at-risk, or charter. A summary of the innovative school schedule must be attached to application.

Identify the low-performing, at-risk, and/or charter schools for a waiver request on the next page.
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

☐ Adoption of an Innovative School Schedule for Low-Performing Schools
Low-performing schools, or Maryland’s Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school Improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.

☐ Adoption of an Innovative School Schedule for At-Risk Public Schools
At-risk public schools, or Maryland’s Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

☐ Adoption of an Innovative School Schedule for Charter Schools
Guidance regarding charter schools may be found on the following webpage: http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/index.aspx

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.

☒ 3b. Compelling Justification: Emergency School Closing.
Eligible local school systems are those that have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Select the qualifying school system below.

☒ Allegany County
☐ garage County
☐ Caroline County
☐ Harford County
☐ Carroll County
☐ Talbot County
☐ Dorchester County

4. Local school boards are required to conduct at least one public meeting to consider and approve the waiver application. In the table below, identify all public meeting dates, times, and locations where the waiver application was considered and approved. Attach the meeting minutes for each date identified.

<table>
<thead>
<tr>
<th>Date of Public Meeting</th>
<th>Time of Public Meeting</th>
<th>Location of Public Meeting</th>
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</thead>
<tbody>
<tr>
<td>April 23, 2018</td>
<td>6 p.m.</td>
<td>Allegany County Board of Education, 108 Washington Street, Cumberland, MD 21502</td>
</tr>
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</table>

November 27, 2017
5. **Signatures of Superintendent or Chief Executive Officer and Board President.**
Signing below indicates that the local board of education has reviewed and approved all sections in this waiver application.

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**Signature of Superintendent or Chief Executive Officer**

April 10, 2018

Date

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**Signature of School Board President**

April 10, 2018

Date
2018-2019 SCHOOL CALENDAR
Allegheny County Public Schools
Cumberland, Maryland 21501-1724

2018
August 22 (W) FIRST DAY FOR TEACHERS – AM-School-based Professional Development/PM-Teacher Work Time
August 23 (Th) Convocation – AM-School-based Staff Development/PM-Teacher Work Time
August 24 (F) Supervisor - System-wide Professional Development
August 27 (M) School-based School Improvement
August 28 (T) Teacher Work Time
August 29 (W) SCHOOLS OPEN – Three Hour Early Dismissal – PM-Teacher Work Time

September 3 (M) SCHOOLS & OFFICES CLOSED – Labor Day
September 6 (Th) Pre-Kindergarten and Kindergarten Begin

October 2 (T) SCHOOLS CLOSED – Parent Conference Day - Elementary 8:00-9:00 a.m. Teacher Plan; 9:00-12:00 p.m. & 1:00-3:30 p.m. Parent Conferences - Secondary 10:00-11:00 a.m. Teacher Plan; 11:00-2:00 p.m. & 3:00-5:30 p.m. Parent Conferences

October 17 (W) SCHOOLS CLOSED – 8:00-11:00 a.m. Principal Professional Development; 11:00-12:00 p.m. Lunch; 12:00-2:00 p.m. Teacher Work Time; 2:00-5:00 p.m. Employee Health Fair

November 2 (F) Close of First Marking Period
November 5 (M) Three Hour Early Dismissal – PM-Teacher Work Time
November 6 (T) SCHOOLS & OFFICES CLOSED – General Election Day
November 16 (F) Report Cards Released
November 21 (W) Three Hour Early Dismissal - Thanksgiving Vacation Begins (Offices Closed November 22 & 23)

November 27 (T) Two Hour Delayed Opening - SCHOOLS REOPEN – Teacher Work Time

December 21 (F) Three Hour Early Dismissal – Christmas Vacation Begins (Offices closed December 24, 25, 31 & Jan. 1)

2019
January 2 (W) Two Hour Delayed Opening - SCHOOLS REOPEN – Teacher Work Time
January 9 (W) SCHOOLS CLOSED – AM-Supervisor Staff Development/PM-Teacher Work Time
January 21 (M) SCHOOLS & OFFICES CLOSED – Martin Luther King Jr's Birthday* Refer to COMAR 7-103, possible snow make-up day
January 24 (Th) End of First Semester - Close of Second Marking Period
January 25 (F) Three Hour Early Dismissal – PM-Teacher Work Time

January 31 (Th) Report Cards Released
February 18 (M) SCHOOLS & OFFICES CLOSED – Presidents’ Day* Refer to COMAR 7-103, possible snow make-up day
March 4 (M) SCHOOLS CLOSED – Parent Conference Day - Elementary 10:00-11:00 a.m. Teacher Plan; 11:00-2:00 p.m. & 3:00-5:30 p.m. Parent Conferences - Secondary 8:00-9:00 a.m. Teacher Plan; 9:00-12:00 p.m. & 1:00-3:30 p.m. Parent Conferences

March 25 (M) Two Hour Delayed Opening – Teacher Work Time
April 1 (M) Close of Third Marking Period
April 2 (T) Three Hour Early Dismissal – PM-Teacher Work Time
April 4-5 (Th-F) Pre-K, Kindergarten, and 1st Grade Registration
April 9 (T) Report Cards Released
April 18 (Th) Three Hour Early Dismissal - Easter Vacation Begin's* (Offices Closed April 19 and April 22) Refer to COMAR 7-103, possible snow make-up day
April 23 (T) SCHOOLS & OFFICES REOPEN
May 16 (Th) Career Center Certification Ceremony
May 20 (M) Last Day for Seniors
May 21 (T) Fort Hill High School Graduation
May 22 (W) Allegheny High School Graduation
May 27 (M) SCHOOLS & OFFICES CLOSED – Memorial Day* Refer to COMAR 7-103, possible snow make-up day
May 28 (T) Mountain Ridge High School Graduation

June 12 (W) LAST DAY FOR STUDENTS – Three Hour Early Dismissal – PM-Teacher Work Time
End of Second Semester - Close of Fourth Marking Period
Elementary and Secondary report cards will be released on June 19

June 13 (Th) LAST DAY FOR TEACHERS - Teacher Work Time

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<tr>
<th>FIRST SEMESTER</th>
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1st Period Nov. 2 Nov. 16 45
2nd Period Jan. 24 Jan 31 46
3rd Period April 1 April 9 45
4th Period June 12 June 19 49

Snow make-up days for students will be determined by the April 2019 Board Meeting. End of year professional development and teacher work days will follow the designated snow make-up days. The Board of Education reserves the right to request the use of legal holidays due to emergency closings if deemed necessary.
Good Friday and Easter Monday; Memorial Day; Primary and General Election Days.

Legal holidays include: Thanksgiving Day and the day after Christmas Eve through January 1st; Martin Luther King Jr."s Birthday; Presidents' Day:

Q. The final day needed to complete the 180-day schedule will vary based on an adjusted calendar.

In determining if the original school year has been completed, the local school system must consider:

1. The number of days of school required for waiver of the original calendar.
2. The number of days of school required for waiver of the original calendar.
3. The number of days of school required for waiver of the original calendar.
4. The number of days of school required for waiver of the original calendar.

A. Schools shall be open a minimum of 180 days per year, in accordance with the Maryland Code of Education Article 7-103, Annotated Code of Maryland, a waiver.

Chapter 1: Local Boards of Education
Subchapter 2: Local School Administration
Title 13A

Annotated Code of Maryland
Education Article 7-103
Chapter 1: Local Boards of Education
Subchapter 2: Local School Administration
Title 13A
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**School Open**

**Teacher Work Time**

**PM Teacher Work Time**

**School Board Meeting**

**School Improvement**

**Professional Development**

**System-wide Supervisor**

**2018 Pre-Labor Day**
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<td>Teacher Work Time</td>
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<td>A.A.-Supervisor Staff</td>
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January 2019

Report Cards Available

3-hr Early
PM-Teacher Work Time
Morning Period
Close of 2-9

Possible Snow
No School 7-10a
Schools Closed
Schools & Offices

Retirement
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**February 2019**

- **2nd**: Groundhog Day
- **14th**: Lincoln's Birthday
- **15th**: Valentine's Day
- **17th**: President's Day
- **25th**: Washington's Birthday
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**Notes:**
- Parent/Teacher Conference: 02/20-21, 4:00-5:00 PM
- Parent/Teacher Conference: 03/18, 4:00-5:00 PM
- Various events scheduled throughout the month.
- School holidays and breaks indicated.

**Dates:**
- 03/12: School holiday
- 03/26: School holiday

**Teacher Work Time:**
- 2 hr delay

**Grade Levels:**
- Elementary
- Middle
- High
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**Dates:**
- **May 11, 2019:** School Holiday
- **May 16-17:** Memorial Day
- **May 27:** Mother's Day
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**June 2019**
Public Business Meeting (Monday, April 23, 2018)
Generated by Dixie Heavener on Wednesday, April 25, 2018

Members present
Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Meeting called to order at 6:01 PM
1. Opening Ceremonies
   Procedural: A. Call to Order
   Meeting was called to order at 6:01 p.m.
   Procedural: B. Pledge of Allegiance

2. Closed Session Summary Report
   Information: A. Closed Session Summary for Executive Session
   Dr. David A. Cox, Superintendent of Schools, read the closed session summary reports for Executive Sessions held on April 10, and April 17, 2018. The Allegheny County Board of Education met in Executive Session on April 10, 2018, at 3:00 p.m. In attendance were Dr. Sara-Beth Bittinger, President; Tammy Fraley, Vice-President; Nicholas Hadley, Wayne Foote, Laurie Marchini, Members; Mr. Gary G. Hanna, Board Attorney; and Dr. David A. Cox, Superintendent. The board received updates from counsel concerning legal cases, property acquisitions, and the state of a complaint. Mr. Jeff Blank, Chief Administrative Officer, was invited to a portion of the meeting to update the board on negotiations and a personnel matter. The superintendent briefed the board during the administrative function portion of the meeting on matters on which he and his staff are working. The meeting adjourned at 3:50 p.m. The Allegheny County Board of Education held an executive session on April 17, 2018, at 10:00 a.m. for the purpose of discussing the superintendent’s evaluation instrument. In attendance were Dr. Sara-Beth Bittinger, President; Tammy Fraley, Vice-President; Nicholas Hadley, Laurie Marchini, Members; Kathryn Blumsack, MABE Consultant; and Dr. David A. Cox, Superintendent. Absent from the meeting was Wayne Foote. The meeting adjourned at 12:35 p.m. The authority for closing these sessions is provided under Section 3-305 of the General Provisions Article of the Annotated Code of Maryland.

3. Consent Agenda
   Action (Consent): A. Approval of Consent Agenda
   Resolution: Motion to approve consent agenda items.
   Motion by Wayne Foote, second by Nicholas Hadley.
   Final Resolution: Motion Passes
   Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

4. Superintendent’s Report
   Recognition: A. Recognition of All-State Chorus Students
   Mr. Jeff Avey, Coordinator of Fine Arts, began by explaining the rigorous process involved to be appointed to All State Chorus. He announced that five students had earned All State Chorus status this year. These students are as follows:

   **Junior All-State Chorus**
   Michael Quach, 9th Grader at Mountain Ridge High School
   Guy Witt, 8th Grader at Mount Savage Middle School

   **Senior All-State Treble Chorus**
   Jessica Farrell, 12th grader at Mountain Ridge High School
   Eliza Griffith, 11th grader at Allegany High School
   Audrey Jones, 12th grader at Mountain Ridge High School

   **Senior All-State Mixed Chorus**
   Laurel Pilntik, 11th grader at Mountain Ridge High School

   On behalf of the Board, Mr. Foote presented certificates of recognition to the students.

   Recognition: B. Recognition of Allegany High School Varsity Mock Trial Team State Champions
   Mr. Mike Calhoun, Principal at Allegheny High School (AHS), proudly announced the outstanding achievement obtained by the members of the AHS Varsity Mock Trial Team by defeating 148 teams, including private, public, and charter schools across the state throughout the competition process, to ultimately claim the title of 2018 State Champions. Allegany’s team defeated Richard Montgomery High School (Montgomery County) at the Maryland Court of Appeals in Annapolis on Friday, April 20, 2018. Mr. Calhoun commended Mr. Brian White, AHS Varsity Mock Trial Team Coach, for his direction and leadership. Allegany’s Varsity Mock Trial Team consists of the following members: Delanie Blubaugh, Umalill Fatima, Ben Fiscus, Clay Hoover, Evan Hostetler, Alexis Lashbaugh, Melissa Magrath, Omaea Naem, Chris Palaski, Addison Stroup, Hannah Willetter, and Jie Zheng. On behalf of the Board, Mrs. Marchini presented each student with a certificate of recognition.

   Recognition: C. Recognition of Carson Scholar: Emilia Porter
   Dr. George Brown, Assistant Supervisor of Professional Development, provided an overview of the Carson Scholars Fund. Each year, the Carson Scholars Fund recognizes a select group of students in grade four through eleven who demonstrate outstanding academic
achievement and humanitarian qualities. Each student receives a $1,000 college scholarship award. This year, Emilia Porter, eighth grader at Mount Savage Middle School, was recognized as a first-time Carson Scholar. Mr. Martin Crump, Principal at Mount Savage School, introduced Ms. Porter and commented on her achievements and involvement in the school and community. On behalf of the Board, Mr. Hadley presented Ms. Porter with a certificate of recognition.

Recognition: D. Mathematics and Statistics Awareness Month; Recognition of ACPS Accomplishments in MathCounts
Dr. Stephen Thompson, Assistant Supervisor of Mathematics, spoke on the importance of both mathematics and science, which play an important role in addressing many real-world problems such as Internet security, sustainability, disease, climate change, the data deluge, and much more. He stated that research in these areas is ongoing, revealing new results and applications every day in fields such as medicine, manufacturing, energy, biotechnology, and business. Dr. Thompson introduced Mr. Raymond Short and Ms. Sheila Greise, MathCounts Advisers, who in turn introduced and the members of the MathCounts Team. Mr. Short proudly announced this is the sixth consecutive year and twentieth overall regional championship win for Braddock Middle School. He introduced the following student individual results for the Regional MathCounts Competition: 1st Place-Colin Sheeha; 2nd Place-Drake Rose; 3rd Place-Ian Kidd; 5th Place-Cole Fiscus; and 6th Place-Sofia Kucher. In addition, Mr. Short proudly announced Colin Sheeha, sixth grader on the MathCounts Team, finished in the top 40 as a medalist during the state competition. In conclusion, Mr. Short also expressed his gratitude to Mr. Carter, staff members, and the students’ parents for their continued support of the program. On behalf of the Board, Mrs. Marchini presented each student with a certificate of recognition.

Recognition: E. Recognition of Student Volunteers of the Month and Service Star Recipients
Mrs. Kara Kennell, Service Learning Coordinator, provided an overview of service-learning in Allegany County explaining how service-learning is infused into the curriculum and how graduates can earn service-learning elective credits. Service-learning begins in grade 6 and continues through grade 9. The Maryland State Department of Education (MSDE) requires 75 hours of service-learning elective credit. The “Student Volunteer of the Month” program recognizes middle and high school level students that demonstrate outstanding service to their schools and communities as nominated by their teachers. The 2017-2018 Student Volunteers of the Month are as follows: September-Aisa Wright and Alexis Lashbaugh; October-Samuel Arnoux and Umalia Fatima; November-Delanie Blubaugh and Ashley Armbruster; December-Eliza Jackowski and Madison McKay; January-Rachel Hare and Audrey Jones; February-Emily Welch and Peyton Porter; March-Jocelyn Weston and Grace McGraw; and April-Haley Llewellyn and Morgan Edwards. On behalf of the Board, Mrs. Fraley presented each student with a certificate of recognition.

Annually, a graduating senior from each high school is nominated by their respective service-learning coordinator for exemplifying outstanding community service and are then recognized as “Service Stars.” The 2017-2018 Service Stars include Samuel Arnoux from Fort Hill; Umalia Fatima from Allegany; William Burke from the Career Center; and Chloe Wildman from Mountain Ridge. On behalf of the Board, Mrs. Fraley presented each student with a certificate of recognition.

Recognition: F. Recognition of ACASC Executive Board Members and Advisors
Mrs. Kennell thanked the members of the Allegany County Association of Student Councils (ACASC) Executive Board for their valuable contributions in achieving the mission of striving to bring together the public schools of Allegany County in providing quality leadership, service, education, and friendship between the schools and the community. The ACASC Executive Board members include Alexis Lashbaugh, Student Member of the Board; Delanie Blubaugh, President; Peyton Porter, Parliamentarian; Jocelyn Weston, Public Relations Officer; Umalia Fatima-Secretary; Haley Llewellyn, Second Vice President; Rachel Hare, Fort Hill Representative; Madison McKay, CCTE Representative; and Morgan Edwards, Environmental Affairs Coordinator. On behalf of the Board, Mrs. Fraley presented each student with a certificate of recognition.

Student Council Advisors included Beth Harper, Washington Middle; Chase Crislip, Braddock Middle; John Shaw, Mount Savage Middle; Christon Wilson, Westmar Middle; Tammy Twigg, Allegany High; Megan Bittinger, Mountain Ridge High; Brenda Blackburn, CCTE; and Yvonne Imes and Robbie May, Fort Hill High. On behalf of the Board, Mrs. Fraley presented each advisor a certificate of recognition.

Recognition: G. Recognition of Superintendent’s Student Advisory Council Members
Dr. David Cox, Superintendent of Schools, expressed his sincere appreciation to the members of the Superintendent’s Student Advisory Council for the 2017-2018 school year. He thanked the students for their valuable contribution in engaging meaningful dialogue regarding students’ views of performance and operation of the Allegany County Public School System. The Superintendent’s Student Advisory Council consisted of Delanie Blubaugh, Morgan Edwards, Umalia Fatima, Carmel Fox, Rachel Hare, Audrey Jones, Grace McGraw, Haley Llewellyn, Madison McKay, Alexis Lashbaugh, Peyton Porter, Courtney Schlotterbeck, Katie Sterne, Emily Welch, and Jocelyn Weston. On behalf of the Board, Dr. Cox presented each student with a certificate of recognition.

Recognition: H. Introduce Allegany County Teacher of the Year, Mrs. Tiffany Moran
Dr. Lisa Stevenson, Coordinator of Acceleration and Enrichment/Library Media, introduced the 2018-2019 Teacher of the Year, Mrs. Tiffany Moran, teacher at Westernport Elementary School. Mrs. Moran is a 2004 graduate of Frostburg State University, where she earned a Bachelor of Science degree in Elementary Education. She has continued her education with Master level classes at Walden University. Mrs. Moran is a 14-year veteran at Westernport Elementary School, where she has taught first and third grades, as well as reading intervention. She is an active member of the school’s PBIS team, MCIE Leadership team, and Partnership Action Team. In 2017, Mrs. Moran began teaching English as a second language through VIPKid. On behalf of the Board, Mrs. Fraley presented Mrs. Moran with a certificate of recognition.

Recognition: I. Present Proclamation recognizing April as Library Media Month
Dr. Stevenson spoke on the importance of library media specialists in schools, noting that the library media program ensures that students and staff are effective users of ideas and Information. The specialist's role is to provide the leadership and expertise necessary for the program to be an integral part of the instructional program of the school. On behalf of the Board, Mr. Foote presented a proclamation recognizing April as Library Media Month.

5. Unfinished Business

Action: A. Consider second reading of the policy for Federal Awards and Grants (file: DDC)
Motion to approve second reading of policy for Federal Awards and Grants (File: DDC).

Motion by Wayne Foote, second by Nicholas Hadley.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

6. Hearing of Constituents

Information: A. Public Comment
There were no constituents signed up to speak.

7. New Business

Action: A. Consider approving Purchase of Furniture for New Allegany High School
Motion to approve the purchase of furniture for the new Allegany High School contingent on available funding.

Mr. Kieran Wilmes, Partner, and Ms. Kerry Porter Hill, Senior Associate, for Grimm and Parker Architects provided an overview on the recommendations and pricing for the majority of the furniture for the new Allegany High School. The furniture type was based on input provided by teachers, staff, and administrators through a survey developed by the design consultants. Ms. Porter Hill compiled the information and researched similar products from different manufacturers. The complete inventory of furniture was then provided to the manufacturers for pricing based on existing competitively bid contracts. Samples of the classroom furniture were provided and evaluated by the staff and administrators. The selection of the furniture and purchase recommendations are based on expected durability, the preferences of staff, and cost. Additional furnishings, not available through a previously bid contract, will be purchased separately. This will include some specialized furniture for the all science labs, shop equipment for technology labs, art rooms, and additional computer labs. It is the recommendation of the project design consultant, school staff, and Board of Education staff that the contracts for the purchase of furniture for the new Allegany High School be awarded to the proposed vendors based on the previously bid contracts at a total cost of $517,968.48. The furniture purchase will be funded through an appropriation of the County's casino gaming funds and remaining construction contingency funds. The County funds are limited to gaming funds for this fiscal year which are projected to exceed the cost of the furnishings.

Motion by Tammy Fraley, second by Laurie Marchini.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Action: B. Consider approving of the 2018-2019 Academic Calendar
Motion to approve the 2018-2019 Academic Calendar

Dr. Kim Kalbaugh, Chief Academic Officer, reiterated that the draft of the 2018-2019 school calendar was placed out for comment and feedback was reviewed by various stakeholder groups. Dr. Kalbaugh also reiterated that the proposed 2018-2019 calendar includes five (5) built-in days.

Motion by Nicholas Hadley, second by Wayne Foote.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Action: C. Consider Approving the Health Care Management Bids
Motion to approve the health care management bids.

Mr. Lawrence McKenzie, Chief Financial Officer, outlined the existing health care insurance providers utilized by the Allegany County Board of Education to include Cigna, Delta Dental, National Vision Administrators, LLC. (NVA). Mr. McKenzie announced a request for proposal (RFP) was requested by CBIZ Benefits and Administration for Group Health Insurance (medical/care management, prescription, dental, and vision) for a July 1, 2018 effective date. Those RFPs were reviewed and finalist meetings were held to evaluate and submit a recommendation to the Board for consideration. Based upon the analysis, the summary of recommendations for health care coverage for July 1, 2018 to June 30, 2019, for all incumbents remains as follows: Cigna, Delta Dental, and NVA.

Motion by Tammy Fraley, second by Sara-Beth Bittinger.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote
Abstain: Nicholas Hadley

Action: D. Consider approving Request for a Post-Labor Day Waiver from the Maryland State Department of Education
Motion for approval to submit a waiver request to the Maryland State Department of Education for a post Labor Day start for the 2018-2019 school year.

Dr. Cox explained that the 2018-2019 school calendar that was earlier approved by the Board includes a pre-Labor Day start. Dr. Cox respectfully requested the Board provide authorization to complete the waiver request package through the Maryland State Department of Education (MSDE) for formal exemption from Governor Hogan's Executive Order 01.01.2016.13.

Motion by Wayne Foote, second by Nicholas Hadley.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Action: E. Consider first reading of the policy for Board Meetings (File: BE)
Motion to approve first reading of policy for Board Meetings (File: BE).
Mr. Gary Hanna, Board Attorney, explained the original purpose for reviewing this policy was to add the provision to authorize board members to respond to public comments during public meetings. However, upon review by the Policy Committee, it was decided a rewrite of the entire policy was necessary. Mr. Hanna stated that a relevant change to the policy eliminates the distinction between work sessions and business meetings. Mrs. Fraley further explained that the Board will now meet in open regular meetings, which will allow voting to occur as needed. Mrs. Marchini also noted that each board member has a maximum of three-minutes to speak at the end of public comments, designated as a separate agenda item. Dr. Bittinger expressed her concern surrounding board response to public comment during open regular meetings and contradictory language regarding the president’s role in orderly conduct of meetings as outlined in the policy.

Motion by Tammy Fraley, second by Laurie Marchini.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Tammy Fraley, Wayne Foote, Nicholas Hadley
Nay: Sara-Beth Bittinger

Action: F. Consider first reading of the policy for Student Financial Obligations (File: JN)
Motion to approve first reading of policy for Student Financial Obligations (File: JN).

Mr. Hanna explained that this policy provides the authority for schools to collect such sums that may be required from students for damage or loss to equipment, etc. Students that do not satisfy financial obligations may be denied certain privileges, including but not limited to participation in graduation ceremonies. Mrs. Fraley requested that the formatting of the policy be corrected for consistency prior to the second reading.

Motion by Laurie Marchini, second by Tammy Fraley.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Action: G. Consider repealing the policy for Grouping for Instruction (File: IHA)
Motion to repeal policy for Grouping for Instruction (File: IHA).

Mr. Hanna explained that this is an out-of-date policy that is no longer necessary. Dr. Kalbaugh provided further clarification stating that the grouping of students is done in a multitude of ways, and a more flexible system for our teachers is required. There are other policies currently in place addressing grouping.

Motion by Wayne Foote, second by Nicholas Hadley.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

Action, Procedural: H. Vote to Meet in Executive Session (as needed)
Motion to convene in executive session on May 8, 2018, at 3:00 p.m. to discuss personnel matters, consult with counsel, and conduct administrative function.

Motion by Laurie Marchini, second by Nicholas Hadley.
Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

8. Closing Ceremonies

Action: A. Adjournment
Motion to adjourn meeting at 7:43 p.m.

Motion by Wayne Foote, second by Tammy Fraley.

Final Resolution: Motion Passes
Aye: Laurie Marchini, Sara-Beth Bittinger, Tammy Fraley, Wayne Foote, Nicholas Hadley

[Signatures]
TO:         Members of the State Board of Education
FROM:      Karen B. Salmon, Ph.D.
DATE:      May 22, 2018
SUBJECT:   School Calendar Waiver Application- Addendum #1

PURPOSE:

The purpose of this agenda item is to request approval of the application to waive the post-Labor Day school start date and June 15 school end date for six schools in Baltimore City for the 2018-2019 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15. Local boards of education have the option to apply for a waiver of the requirements set forth in the Executive Order.

On October 12, 2016, Governor Hogan amended the original Executive Order to establish parameters for school boards to apply for waivers. To be eligible for a waiver, the local board must demonstrate that the school system has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Pursuant to the amended Executive Order 01.01.2016.13, the State Board of Education was charged with establishing a timeline for waiver applications; identifying additional information needed from local school boards to comply with the requirements of the Executive Order; and rendering decisions on submitted waiver applications. On December 5, 2016, the State Board of Education approved the application and process for local boards of education to submit a waiver request for the requirements in Executive Order 01.01.2016.13.
EXECUTIVE SUMMARY:

The Maryland State Department of Education received an application from Baltimore City Public Schools to waive the post-Labor Day school start date and June 15 school end date for six schools. Baltimore City Public Schools is requesting a waiver using the compelling justification of adoption of an innovative school schedule. In order to be eligible for a waiver, a school must adopt an innovative schedule that will not allow for prolonged lapses in instructional time. Qualifying schools are those designated as low-performing, at-risk, or charter. The table below identifies the school name, classification, and innovative schedule.

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<tr>
<th>School Name</th>
<th>School Classification</th>
<th>Innovative Schedule</th>
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<tr>
<td>1. Baltimore Collegiate School for Boys</td>
<td>Charter School</td>
<td>Extended Year and Intersession</td>
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<td>2. City Springs Elementary/Middle School</td>
<td>Charter School</td>
<td>Extended Year and Intersession</td>
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<td>3. Furman L. Templeton Preparatory Academy</td>
<td>Low-Performing and Charter School</td>
<td>Extended Year and Intersession</td>
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<td>4. KIPP Harmony Academy</td>
<td>Charter School</td>
<td>Extended Day and Year</td>
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<td>5. Lille May Carroll Jackson School</td>
<td>Charter School</td>
<td>Extended Year and Intersession</td>
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<td>6. New Song Academy</td>
<td>New Schools Initiative School- The classification of this school predates charter school classification in Maryland</td>
<td>Extended Day and Year</td>
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Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The Baltimore City Board of School Commissioners conducted a public meeting on April 24, 2018 to consider and approve the waiver application. The minutes from the meeting are included in the attached waiver application.

ACTION:

It is requested that the Maryland State Board of Education approve the request to waive the post-Labor Day school start date and June 15 school end date for Baltimore Collegiate School for Boys; City Springs Elementary/Middle School; Furman L. Templeton Academy; KIPP Harmony Academy; Lillie May Carroll Jackson School; and New Song Academy for the 2018-2019 school year.

Attachment: Waiver Application from Baltimore City Public Schools
May 11, 2018

Karen B. Salmon, Ph.D.
State Superintendent of Schools
Maryland State Department of Education
200 West Baltimore Street
Baltimore, MD 21201

Dear Dr. Salmon:

On December 12, 2017, Baltimore City Public Schools (City Schools) adopted its academic calendar for school year 2018-2019 within the parameters of Executive Order 01.01.2016.13 (Order). Subsequently, City Schools identified six (6) schools that have traditionally used innovative calendars that conflict with the requirements of the Order. These schools include five (5) charter schools and a New Initiatives School, all of which have historically operated with either an intersession or extended school year schedule. Per the State Board’s request, City Schools will be revising and adopting an academic calendar for 2018-2019 school year during its June 12, 2018 board meeting. The results of that meeting will not impact the request outlined below.

On April 24, 2018, the Baltimore City Board of School Commissioners (Board) considered and approved the above mentioned six (6) schools’ internal waiver applications during a public board meeting. The Board recommends and intends to waive the Order requirements for the following schools: Baltimore Collegiate School for Boys, City Springs Elementary/Middle, Furman L. Templeton Preparatory Academy, KIPP Harmony Academy, Lillie May Carroll Jackson School, and New Song Academy. These schools meet the compelling justification for adoption of an innovative school schedule for low-performing, at-risk, or charter schools within the constraints of the Order.

Please note that Furman L. Templeton Preparatory Academy is both a priority and a charter school. In addition, New Song Academy is a New Schools Initiative school, predating charter schools in City Schools. New Song Academy’s innovative calendar has been in place since the school opened in 1997. City Schools believes New Song Academy is exempt from the Order, as it has operated as a year-round school under 7-103(c) of the Education Article of Maryland.

Thank you for your consideration of this request. Enclosed you will find background on each school, an overview of the total request, an individual summary for each innovative school schedule, and materials from City Schools’ April 24, 2018 public board meeting.

Sincerely,

[Signature]
Sonja Brookins Santelises, Ed.D.
Chief Executive Officer

CC: Baltimore City Board of School Commissioners
Members, Senior Cabinet
Background on Schools

New Song Academy (1997) is a New Initiatives School operated by New Song Community Learning. The mission of New Song is a “commitment to developing and empowering leaders from the Sandtown-Winchester community by providing year-round educational opportunities for children, youth and their families.” The school enrolls 140 students in grades Pre-K through 8 and has an extended day and an extended school year. The curriculum is based on the new Maryland State Common Core Standards as well as Expeditionary Learning.

Baltimore Collegiate School for Boys (2015), a Baltimore City public charter school, uses a liberal arts curriculum, inquiry-based teaching and learning, group activities, standards-based grading, and classic Socratic dialogue and discussion as the instructional basis for boys in grades 4-7 (expanding to 8th grade next year). The school features a longer school day and year, double blocks of math and reading daily, small classes, daily athletics, and instruction by highly qualified teacher, with emphasis on inspiring urban male learners and character development.

City Springs Elementary/Middle School (2005) is a neighborhood charter school operated by the Baltimore Curriculum Project. City Springs uses Direct Instruction, Core Knowledge, and Restorative Practices. City Springs’ model includes a February intersession period for intensive tutoring for students. The school begins a week earlier than other schools in the district in order to accommodate this intersession period.

KIPP Baltimore (2002, 2009) is a Baltimore public charter school composed of two academies, KIPP Harmony (grades K-4) and KIPP Ujima Village Academy (grades 5-8). KIPP is operated by KIPP Baltimore and has a college prep curriculum. The school’s extended-year calendar and extended-day schedule has been an important component of its educational program since it began.

Lillie May Carroll Jackson (2015) is a public charter school serving grades 5-8 in the 2017/18 school year. Operated by the Girls Charter School, Inc. a non-profit created by Roland Park Country School, Lillie May uses Expeditionary Learning. The school uses an “intersession” calendar, in which the school year is spread out over a longer period of time in order to minimize summer learning loss.

Furman Templeton Preparatory Academy (2007) is a charter conversion school formed in 2011, and was formerly an Edison school. Since it opened, the school has used fall, winter, and spring intersession breaks in order to provide more continuous learning throughout the school year.
Overview:

Executive Order 01.01.2016.13 requires all kindergarten through grade 12 public schools in Maryland to be open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for each public school in Maryland shall adjourn no later than June 15. Local boards of education retain the full responsibility for establishing annual academic calendars within the parameters of the Executive Order. The Executive Order does not apply to the operation of year-round schools. The entire Executive Order may be found on the following webpage:

Waiver Applications:

Local boards of education may apply for waivers of the requirements set forth in the Executive Order. To be eligible for a waiver, the local board must demonstrate that it has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.
2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Any waiver granted by the State Board of Education using this waiver application shall be for the 2018-2019 school year only. Local boards of education may apply annually for a waiver of the requirements in Executive Order 01.01.2016.13.

Timeline for Submission of Waiver Application:

Waiver applications will be accepted on a rolling basis. Decisions regarding waiver requests will be made at the State Board Meeting immediately following receipt of the application. For example, if a waiver application is received on January 31, 2018 then the State Board will render a decision at the February 27, 2018 meeting. A list of State Board meeting dates may be found on the following webpage: http://marylandpublicschools.org/stateboard/Pages/Meetings-2018.aspx. The local Superintendent or Chief Executive Officer and Board President will be notified in writing of the State Board's decision. The final date to submit an application for a waiver of requirements in Executive Order 01.01.2016.13 for the 2018-2019 school year is March 31, 2018.

Waiver applications and supporting documents may be emailed to Charlene Necessary at charlene.necessary@maryland.gov or mailed to:

Maryland State Board of Education
Attention: Charlene Necessary
200 West Baltimore Street
Baltimore, Maryland 21201

November 27, 2017
Directions: There are five sections to the waiver application. All sections of the application must be complete for waiver requests to be considered by the State Board of Education. Include any required supporting documentation when submitting this application.

1. Select the name of the school system represented in the waiver request.

☐ Allegany  ☐ Charles  ☐ Prince George’s
☐ Anne Arundel  ☐ Dorchester  ☐ Queen Anne’s
☒ Baltimore City  ☐ Frederick  ☐ St. Mary’s
☐ Baltimore  ☐ Garrett  ☐ Somerset
☐ Calvert  ☐ Harford  ☐ Talbot
☐ Caroline  ☐ Howard  ☐ Washington
☐ Carroll  ☐ Kent  ☐ Wicomico
☐ Cecil  ☐ Montgomery  ☐ Worcester

2. Select the type of waiver being requested by the local school board.

☐ Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☒ Request to waive both the post-Labor Day school start date and June 15 school end date.

3. Select the compelling justification for the waiver request.

Compelling justification includes adoption of an innovative school schedule (3a) or emergency school closing (3b). At least one compelling justification category must be selected.

☒ 3a. Compelling Justification: Adoption of an Innovative School Schedule.
Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where the innovative school schedules are offered. Education Article §7.103.1 defines innovative school schedules to include, “...extended year, year-round schooling, or other school scheduling models that do not allow for prolonged lapses in instructional time....” Qualifying schools are those designated as low-performing, at-risk, or charter. A summary of the innovative school schedule must be attached to application.

Identify the low-performing, at-risk, and/or charter schools for a waiver request on the next page.

See attached.
☐ Adoption of an Innovative School Schedule for Low-Performing Schools
Low-performing schools, or Maryland’s Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.

☐ Adoption of an Innovative School Schedule for At-Risk Public Schools
At-risk public schools, or Maryland’s Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

☑ Adoption of an Innovative School Schedule for Charter Schools
Guidance regarding charter schools may be found on the following webpage: http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/index.aspx

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.
See attached.

☐ 3b. Compelling Justification: Emergency School Closing.
Eligible local school systems are those that have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Select the qualifying school system below.

☐ Allegany County          ☐ Garrett County
☐ Caroline County          ☐ Harford County
☐ Carroll County           ☐ Talbot County
☐ Dorchester County

4. Local school boards are required to conduct at least one public meeting to consider and approve the waiver application. In the table below, identify all public meeting dates, times, and locations where the waiver application was considered and approved. Attach the meeting minutes for each date identified.

<table>
<thead>
<tr>
<th>Date of Public Meeting</th>
<th>Time of Public Meeting</th>
<th>Location of Public Meeting</th>
</tr>
</thead>
</table>
| Tuesday, April 24, 2018 | 5:00 PM                | Baltimore City Public Schools 200 E. North Avenue
                                     |                        | Baltimore, MD 21202 |

|                      |                        |                            |
|                      |                        |                            |
|                      |                        |                            |

November 27, 2017
5. **Signatures of Superintendent or Chief Executive Officer and Board President.**
   Signing below indicates that the local board of education has reviewed and approved all sections in this waiver application.

   [Signature]
   Signature of Superintendent or Chief Executive Officer

   [Signature]
   Signature of School Board President

   5-11-18  
   Date

   May 10, 2018  
   Date
<table>
<thead>
<tr>
<th>School Name</th>
<th>Waiver Request</th>
<th>First Day for Students</th>
<th>Last Day/No. of Students</th>
<th>Type of Calendar</th>
<th>Total Number of Student Days</th>
<th>Overview</th>
<th>Additional Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baltimore Collegiate School for Boys</td>
<td>Both</td>
<td>8/27/18</td>
<td>6/17/19</td>
<td>Intermission</td>
<td>180</td>
<td>School includes fall and winter &quot;intermission&quot; in their calendar to provide more time for professional development.</td>
<td>Inclement Weather Recovery after June 15 School End Date</td>
</tr>
<tr>
<td>City Springs Elementary/Middle</td>
<td>Post-Labor School Start Date</td>
<td>8/28/18</td>
<td>6/6/19</td>
<td>Intermission</td>
<td>180</td>
<td>School includes an intermission to provide intensive tutoring to students who need it. Intermission break has four optional attendance days for students, for a total of 184 students who attend the intercession.</td>
<td>Inclement Weather Recovery after June 15 School End Date</td>
</tr>
<tr>
<td>Furman Templeton Preparatory Academy</td>
<td>Both</td>
<td>8/13/18</td>
<td>6/14/19</td>
<td>Intermission</td>
<td>180</td>
<td>Fall, winter, and spring intermission breaks in order to provide more continuous learning throughout the school year.</td>
<td>Inclement Weather Recovery after June 15 School End Date</td>
</tr>
<tr>
<td>KIPP Harmony Academy</td>
<td>Post-Labor School Start Date</td>
<td>8/20/18</td>
<td>6/14/19</td>
<td>Extended Year</td>
<td>187</td>
<td>Student year extended by 7 days.</td>
<td>Inclement Weather Recovery after June 15 School End Date</td>
</tr>
<tr>
<td>Lillie May Carroll Jackson School</td>
<td>Both</td>
<td>8/6/18</td>
<td>6/13/19</td>
<td>Intermission</td>
<td>180</td>
<td>School spreads the calendar over 10.5 months in order to minimize summer learning loss.</td>
<td>Inclement Weather Recovery after June 15 School End Date</td>
</tr>
<tr>
<td>New Song Academy</td>
<td>June 15 School End Date</td>
<td>9/7/18</td>
<td>7/19/19</td>
<td>Intermission</td>
<td>180</td>
<td>Trimester calendar with intercession breaks.</td>
<td>Calendar has been in place since the school opened in 1997. New Song Academy is a &quot;New Schools Initiative&quot; school, a program which predated charter schools in Baltimore City Schools. While not a charter, they are afforded similar liberties including calendar, and should be allowed a waiver on the same basis as charter schools.</td>
</tr>
</tbody>
</table>
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE)
Organization: Baltimore Collegiate School for Boys
Name: Jack Pannell
Address: 900 Woodbourne Ave
City, State ZIP: Baltimore, MD 21212
Phone: (410) 642-5320
Email: jpannell@baltimorecollegiate.org

PRINCIPAL INFORMATION
School: Baltimore Collegiate School for Boys
Name: John Snowdy
Address: 900 Woodbourne Ave
City, State ZIP: Baltimore, MD 21212
Phone: (410) 642-5320
Email: jsnowdy@baltimorecollegiate.org

☐ Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☒ Request to waive both the post-Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST
Baltimore Collegiate requests the opportunity to waive both our post-Labor Day school start date, and our June 15th end date so that we may begin our school year on August 27th and complete our year on June 18th. Baltimore Collegiate builds in more professional development than other schools, including a fall and winter increscent. This means that we must begin our year earlier and end it later in order to ensure that we have enough instructional days for our students, while maintaining the high level of professional development that makes us an excellent school with exceptional academic outcomes. Additionally, it should be noted that our current school building has a well functioning air conditioning system, making it a safe environment in which to add days in August and June.

ALIGNMENT TO MAJOR INITIATIVES
This waiver allows us to ensure that our staff receives an exceptional amount of professional development. As a relatively new charter school, it is imperative that we have time to develop our teachers into first class instructors, to critically examine our work, and to make mid-course corrections. As an institution we are nimble and impatient, always demanding the best of our students, our staff, and our families, and always willing to scrutinize systems that are not working, diagnose the problem, and quickly devise a solution. To move quickly in establishing productive school culture, excellent instruction, and elegant systems, we require the increscent model of professional development. Our increscenses are useful not only because they allow us to pause, reflect, and solve problems, but also because both our leadership team and staff use the time to visit schools that are in session. The extended professional development time has allowed us in the past to visit schools in Boston New York, DC, Newark and the area surrounding Baltimore, as well as conference in Washington DC, California, Denver, New York, and Cleveland. This intentional time to leave campus and observe other high performing schools and instructors allows us to constantly pursue excellence.

FINANCIAL IMPLICATIONS
This will be the fourth year during which Baltimore Collegiate will commit to an extended year and extended day model. The cost for additional staff - which has already been negotiated in an MOU with the Baltimore Teachers’ Union - as well as the costs of professional development, transportation, and related expenses have already been included in our budget. Baltimore Collegiate has built a sustainable financial model around our extended school year and day, and looks forward to continuing this in SY18-19!
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE)

Organization: Baltimore Curriculum Project
Name: Laura Doherty
Address: 2707 E. Fayette Street
City, State, ZIP: Baltimore, MD 21224
Phone: (410) 675-7000
Email: ldoherty@baltimorecp.org

PRINCIPAL INFORMATION

School: City Springs Elementary/Middle Schools
Name: Rhonda Richetta
Address: 100 S. Caroline Street
City, State, ZIP: Baltimore, MD 21231
Phone: (410) 396-9165
Email: richetta@bcos.k12.md.us

☑ Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☐ Request to waive both the post-Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST

We are requesting to start one week before Labor Day so that we can have an intersession during one week in February.

ALIGNMENT TO MAJOR INITIATIVES

This request aligns with our major initiative to close the gap between the performance level and the actual grade level for a significant percentage of our population. Our school-wide goals focus on increasing the number of students who are performing on or above grade level in reading and math. Providing some extra, intense instructional time for these students is beneficial.

FINANCIAL IMPLICATIONS

What financial implications does the waiver request have on your school? (i.e., staff stipends, salaries, transportation, professional development costs, etc.)

There is no financial implication for our waiver request.

Submitted by (PRINCIPAL)

Date

Submitted by (OPERATOR, IF APPLICABLE)

Date
<table>
<thead>
<tr>
<th>School Number</th>
<th>School Name</th>
<th>Date</th>
<th>Classification</th>
<th>Grade Reporting</th>
<th>Urged to District Calendar</th>
<th>Details/Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Wednesday, August 22, 2018</td>
<td>PD Day</td>
<td>No</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, August 23, 2018</td>
<td>PD Day</td>
<td>No</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, August 24, 2018</td>
<td>PD Day</td>
<td>No</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, August 27, 2018</td>
<td>PD Day</td>
<td>No</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, August 28, 2018</td>
<td>N/A</td>
<td>1st Qtr Start</td>
<td>Beginning of 1st qtr marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, August 30, 2018</td>
<td>First Day of school for students</td>
<td>No</td>
<td>First day of school for students</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, September 4, 2018</td>
<td>Labor Day</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, September 6, 2018</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, October 4, 2018</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, October 9, 2018</td>
<td>PD Day</td>
<td>No</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Wednesday, October 10, 2018</td>
<td>PD Day</td>
<td>Yes</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, November 2, 2018</td>
<td>N/A</td>
<td>1st Qtr End</td>
<td>End of 1st quarter marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, November 5, 2018</td>
<td>N/A</td>
<td>2nd Qtr Start</td>
<td>Beginning of 2nd qtr marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, November 6, 2018</td>
<td>PD Day</td>
<td>Yes</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, November 7, 2018</td>
<td>Election Day</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, November 22, 2018</td>
<td>Thanksgiving</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, November 23, 2018</td>
<td>Thanksgiving</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, December 4, 2018</td>
<td>Winter Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Wednesday, December 5, 2018</td>
<td>Winter Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, December 7, 2018</td>
<td>Winter Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Saturday, December 8, 2018</td>
<td>Winter Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, December 10, 2018</td>
<td>Winter Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, January 10, 2019</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, January 11, 2019</td>
<td>N/A</td>
<td>2nd Qtr End</td>
<td>End of 2nd quarter marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, January 21, 2019</td>
<td>N/A</td>
<td>3rd Qtr Start</td>
<td>Beginning of 3rd qtr marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, January 22, 2019</td>
<td>PD Day</td>
<td>Yes</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, January 29, 2019</td>
<td>PD Day</td>
<td>Yes</td>
<td>School closed for students/no staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, February 8, 2019</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, February 11, 2019</td>
<td>President's Day</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, February 12, 2019</td>
<td>Intercession</td>
<td>No</td>
<td>School closed for students/staff (except for selected students and volunteer staff)</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, February 14, 2019</td>
<td>Intercession</td>
<td>No</td>
<td>School closed for students/staff (except for selected students and volunteer staff)</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, February 15, 2019</td>
<td>Intercession</td>
<td>No</td>
<td>School closed for students/staff (except for selected students and volunteer staff)</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Saturday, March 3, 2019</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, March 29, 2019</td>
<td>N/A</td>
<td>3rd Qtr End</td>
<td>End of 3rd quarter marking period</td>
<td></td>
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<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, April 1, 2019</td>
<td>N/A</td>
<td>4th Qtr Start</td>
<td>Beginning of 4th qtr marking period</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, April 4, 2019</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, April 16, 2019</td>
<td>Spring Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Wednesday, April 17, 2019</td>
<td>Spring Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, April 22, 2019</td>
<td>Spring Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, April 26, 2019</td>
<td>Spring Break</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, May 6, 2019</td>
<td>Memorial Day</td>
<td>Yes</td>
<td>School closed students and staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, May 7, 2019</td>
<td>Early Release Day</td>
<td>No</td>
<td>Early release for students/PD for staff</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, June 14, 2019</td>
<td>N/A</td>
<td>4th Qtr End</td>
<td>End of 4th quarter marking period</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>City Springs Elementary/Middle School</td>
<td>Monday, June 17, 2019</td>
<td>N/A</td>
<td>No</td>
<td>Tertiary Make up snow day</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>City Springs Elementary/Middle School</td>
<td>Tuesday, June 18, 2019</td>
<td>N/A</td>
<td>No</td>
<td>Tertiary Make up snow day</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>City Springs Elementary/Middle School</td>
<td>Wednesday, June 19, 2019</td>
<td>N/A</td>
<td>No</td>
<td>Tertiary Make up snow day</td>
<td></td>
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<tr>
<td>12</td>
<td>City Springs Elementary/Middle School</td>
<td>Thursday, June 20, 2019</td>
<td>N/A</td>
<td>No</td>
<td>Tertiary Make up snow day</td>
<td></td>
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<tr>
<td>13</td>
<td>City Springs Elementary/Middle School</td>
<td>Friday, June 21, 2019</td>
<td>N/A</td>
<td>No</td>
<td>Tertiary Make up snow day</td>
<td></td>
</tr>
</tbody>
</table>
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE)

Organization: F L Templeton Preparatory Academy Inc.
Name: Rosalind Lockwood
Address: 1200 Pennsylvania Avenue
City, State ZIP: Baltimore, MD 21217
Phone: 410-396-0882
Email: lockwood2@bcps.k12.md.us

PRINCIPAL INFORMATION

School: Furman L Templeton Preparatory Academy
Name: Evelyn Perry
Address: 1200 Pennsylvania Avenue
City, State ZIP: Baltimore, MD 21217
Phone: 410-396-0882
Email: eperry@bcps.k12.md.us

X Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☐ Request to waive both the post-Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST

Rationale for Waiver Request: Furman L Templeton Preparatory Academy’s vision is to prepare our youth for the 21st century while giving them the opportunity to Learn, Love and Live. Moreover, we will accomplish this vision by accelerating the opportunities and outcomes for our children.

The year-round calendar with a August 6, 2018 start date will provide more continuous learning by breaking up the long summer vacation into shorter, more frequent vacations throughout the year. It does not eliminate the summer vacation, but redistributes it as vacation throughout the year.

ALIGNMENT TO MAJOR INITIATIVES

How does this waiver request align with the major initiatives of your school? The year-round calendar is organized into instructional periods and four (4) intersessions that are more evenly balanced across 12 months than the traditional school calendar. The balanced calendar minimizes the learning loss that occurs during a typical three-month summer vacation.

FINANCIAL IMPLICATIONS

What financial implications does the waiver request have on your school? (i.e., staff stipends, salaries, transportation, professional development costs, etc.)

There are not financial implications due to this waiver request. The school year will be 180 days for students and 190 for staff. The school will operate a normal school day hours.

Submitted by (PRINCIPAL)  ____________________________  Date ____________________________

Submitted by (OPERATOR, IF APPLICABLE)  ____________________________  Date ____________________________
<table>
<thead>
<tr>
<th>School Number</th>
<th>School Name</th>
<th>Date</th>
<th>Classification</th>
<th>Grade Reporting</th>
<th>Align to District Calendar</th>
<th>Holiday/Description</th>
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<tbody>
<tr>
<td>121</td>
<td>Furman J. Templeton</td>
<td>Wednesday, August 1, 2018 to Tuesday, August 7, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>First day of school for students</td>
</tr>
<tr>
<td>122</td>
<td>Furman J. Templeton</td>
<td>Wednesday, August 8, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School based Professional Development (not sponsored by the district)</td>
</tr>
<tr>
<td>123</td>
<td>Furman J. Templeton</td>
<td>Monday, September 3, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Labor Day</td>
</tr>
<tr>
<td>124</td>
<td>Furman J. Templeton</td>
<td>Monday, October 8, 2018 to Friday, October 12, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>No</td>
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<tr>
<td>125</td>
<td>Furman J. Templeton</td>
<td>Wednesday, October 17, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School based Professional Development (not sponsored by the district)</td>
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<tr>
<td>126</td>
<td>Furman J. Templeton</td>
<td>Thursday, October 18, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School based Professional Development (not sponsored by the district)</td>
</tr>
<tr>
<td>127</td>
<td>Furman J. Templeton</td>
<td>Monday, November 5, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Election Day</td>
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<tr>
<td>128</td>
<td>Furman J. Templeton</td>
<td>Wednesday, November 21, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Early Release Day - Report Card Conferences</td>
</tr>
<tr>
<td>129</td>
<td>Furman J. Templeton</td>
<td>Thursday, November 22, 2018 - Sunday, November 25, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Thanksgiving Day</td>
</tr>
<tr>
<td>130</td>
<td>Furman J. Templeton</td>
<td>Monday, December 24, 2018 to Tuesday, January 1, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Winter Break/New Years Day</td>
</tr>
<tr>
<td>131</td>
<td>Furman J. Templeton</td>
<td>Wednesday, January 2, 2019 to Thursday, January 3, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Inservice Day</td>
</tr>
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<td>132</td>
<td>Furman J. Templeton</td>
<td>Friday, January 4, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School based Professional Development (not sponsored by the district)</td>
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<tr>
<td>133</td>
<td>Furman J. Templeton</td>
<td>Monday, January 7, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Dr. Martin Luther King Jr Day</td>
</tr>
<tr>
<td>134</td>
<td>Furman J. Templeton</td>
<td>Friday, January 11, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Presidents' Day</td>
</tr>
<tr>
<td>135</td>
<td>Furman J. Templeton</td>
<td>Tuesday, January 22, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School based Professional Development (not sponsored by the district)</td>
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<tr>
<td>136</td>
<td>Furman J. Templeton</td>
<td>Friday, January 25, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Early Release Day - Report Card Conferences</td>
</tr>
<tr>
<td>137</td>
<td>Furman J. Templeton</td>
<td>Monday, February 18, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Presidents' Day</td>
</tr>
<tr>
<td>138</td>
<td>Furman J. Templeton</td>
<td>Thursday, February 21, 2019 to Monday, February 25, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Presidents' Day</td>
</tr>
<tr>
<td>139</td>
<td>Furman J. Templeton</td>
<td>Wednesday, March 13, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School based Professional Development (not sponsored by the district)</td>
</tr>
<tr>
<td>140</td>
<td>Furman J. Templeton</td>
<td>Thursday, March 14, 2019 to Wednesday, March 20, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Presidents' Day</td>
</tr>
<tr>
<td>141</td>
<td>Furman J. Templeton</td>
<td>Monday, April 15, 2019 to Friday, April 19, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed - Spring Break</td>
</tr>
<tr>
<td>142</td>
<td>Furman J. Templeton</td>
<td>Tuesday, April 23, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School based Professional Development (not sponsored by the district)</td>
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<tr>
<td>143</td>
<td>Furman J. Templeton</td>
<td>Thursday, May 16, 2019 to Wednesday, May 22, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Memorial Day</td>
</tr>
<tr>
<td>144</td>
<td>Furman J. Templeton</td>
<td>Monday, May 27, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Early Release Day - Last Day of School</td>
</tr>
<tr>
<td>145</td>
<td>Furman J. Templeton</td>
<td>Friday, June 14, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Early Release Day - Last Day of School</td>
</tr>
<tr>
<td>146</td>
<td>Furman J. Templeton</td>
<td>Friday, June 21, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Early Release Day - Last Day of School</td>
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</tbody>
</table>
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE) | PRINCIPAL INFORMATION
--- | ---
Organization: KIPP Baltimore, Inc | School: KIPP Harmony Academy
Name: Kate Mahoney | Name: Natalia Adamson
Address: 4701 Greenspring Avenue | Address: 4701 Greenspring Avenue
City, State, ZIP: Baltimore, MD 21209 | City, State, ZIP: Baltimore, MD 21209
Phone: 410-367-0807 | Phone: 410-367-0807
Email: kmahoney@kippbaltimore.org | Email: nadamson@kippbaltimore.org

☐ Request to waive the post-Labor Day school start date.
☐ Request to waive the June 15 school end date.
☐ Request to waive both the post-Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST

Rationale for Waiver Request:

One of the pillars of KIPP’s academic model and a central part of our education plan outlined in our charter agreement with our authorizer, the Baltimore City Public School Systems, is an extended academic year. With an extended year, our students have more time in the classroom to acquire the academic knowledge and skills that will prepare them for competitive high schools and colleges as well as more opportunities to engage in diverse extracurricular experiences. Traditionally, our students start two weeks prior to the district’s scheduled start date and staff report twelve days prior to then.

ALIGNMENT TO MAJOR INITIATIVES

How does this waiver request align with the major initiatives of your school?

An earlier start date for staff allows us the necessary time for professional development around Common Core aligned instruction, classroom management, and culture. Staff are provided ample time to work on curriculum with their content and grade-level teams and prepare the physical space in their classrooms. An extended year for students allows us the additional instructional time to ensure that students can make the necessary academic progress to reach grade-level standards.

FINANCIAL IMPLICATIONS

What financial implications does the waiver request have on your school? (i.e., staff stipends, salaries, transportation, professional development costs, etc.)
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE)

Organization: Lillie May Carroll Jackson
Name: Laurel Freedman
Address: 900 Woodbourne
City, State ZIP: Baltimore, MD 21212
Phone: 443-320-9499
Email: laure.freeman@lilliemay.org

PRINCIPAL INFORMATION

School: Lillie May Carroll Jackson
Name: Damia Thomas
Address: 900 Woodbourne
City, State ZIP: Baltimore, MD 21212
Phone: 443-320-9499
Email: damia.thomas@lilliemay.org

☐ Request to waive the July 15 school start date.
☐ Request to waive both the post Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST

Rationale for Waiver Request: With 90% of scholars entering LMCIS below grade level, the school needs to focus instructional time on accelerating students forward, and minimize time reviewing concepts previously taught. Our goal each year is to have 75% of our scholars grow exceed at least one year of expected growth via readiness in all grade levels. In addition, a new school consistent reinforcement of culture and climate practices are critical. Minimizing time out of the school routine allows for these practices to remain steady.

ALIGNMENT TO MAJOR INITIATIVES

How does this waiver request align with the major initiatives of your school? LMCIS spreads the required 180 days of school 10 and a half months. The primary reason for this is to minimize summer learning loss due long breaks between instruction. Instructors can spend more time accelerating students when there is less time needed for review. In addition, more frequent breaks for instructors will ideally translate to less teacher burnout.

FINANCIAL IMPLICATIONS

What financial implications does the waiver request have on your school? (i.e., staff stipends, salaries, transportation, professional development costs, etc.)

There are no financial implications different from our current budget as we have had this model calendar since inception.

Submitted by (PRINCIPAL) ___________________________ Date ____________

Submitted by (OPERATOR, IF APPLICABLE) ___________________________ Date ____________
<table>
<thead>
<tr>
<th>Date</th>
<th>Faculty/Staff Name</th>
<th>Day</th>
<th>Event</th>
<th>Location</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>March 22, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Friday</td>
<td>N/A</td>
<td></td>
<td>No</td>
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<tr>
<td>March 24, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Friday</td>
<td>N/A</td>
<td></td>
<td>No, MCC Extended Hours</td>
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<tr>
<td>May 27, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Monday</td>
<td>Other Event</td>
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<td>Yes, Memorial Day</td>
</tr>
<tr>
<td>June 14, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Friday</td>
<td>School Ends</td>
<td></td>
<td>Yes, Last Day</td>
</tr>
<tr>
<td>June 17, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Monday</td>
<td>N/A</td>
<td></td>
<td>No, Tentative Make-up Snow Day</td>
</tr>
<tr>
<td>June 18, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Tuesday</td>
<td>N/A</td>
<td></td>
<td>No, Tentative Make-up Snow Day</td>
</tr>
<tr>
<td>June 20, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Thursday</td>
<td>N/A</td>
<td></td>
<td>No, Tentative Make-up Snow Day</td>
</tr>
<tr>
<td>June 21, 2019</td>
<td>Lilia May Carroll Jackson</td>
<td>Friday</td>
<td>N/A</td>
<td></td>
<td>No, Tentative Make-up Snow Day</td>
</tr>
</tbody>
</table>
STATE WAIVER FORM FOR POST-LABOR START

OPERATOR INFORMATION (IF APPLICABLE)
Organization: New Song Community Learning Center
Name: Mark Carter
Address: 1530 Presstman Street
City, State ZIP: Baltimore, MD 21217
Phone: 410-728-2091
Email: mcoarter@newsongclc.org

PRINCIPAL INFORMATION
School: New Song Academy
Name: Lisa Brown
Address: 1530 Presstman Street
City, State ZIP: Baltimore, MD 21217
Phone: 410-728-2091
Email: LDBrown02@bcps.k12.md.us

☐ Request to waive the post-Labor Day school start date.
☐ X Request to waive the June 15 school end date.
☐ Request to waive both the post-Labor Day school start date and June 15 school end date.

SCOPE OF REQUEST
Rationale for Waiver Request: New Song Academy is a New Schools Initiative school within the Baltimore City Public School System. The school operates on an intercession calendar where students begin school the 2nd week in September and end the school year the third week of July. This model is key to the school’s ability to offer ongoing support for scholars and to lessen the loss of summer learning.

ALIGNMENT TO MAJOR INITIATIVES
How does this waiver request align with the major initiatives of your school? The waiver request aligns with New Song Academy’s academic plan of supporting the whole child. The intercession calendar provides a unique opportunity for students to participate in year-round cultural and academic programming to support their academic growth in literacy and math. In addition, teachers are provided with additional time to participate in professional development and leadership growth opportunities. The professional development calendar allows teachers to partake in monthly learning sessions centered on the academic and social development of students.

Financial Implications
What financial implications does the waiver request have on your school? (i.e., staff stipends, salaries, transportation, professional development costs, etc.)
<table>
<thead>
<tr>
<th>School Number</th>
<th>School Name</th>
<th>Date</th>
<th>Classification</th>
<th>Grade Reporting</th>
<th>Aligned to District Calendar</th>
<th>Holiday Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, September 3, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed; Labor Day Holiday</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Tuesday, September 4, 2018 to Thursday, September 6, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>First 1/2 day of school for students</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Friday, September 7, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>N/A</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Friday, September 7, 2018</td>
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<td>N/A</td>
<td>No</td>
<td>1st Quarter Status</td>
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<tr>
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<td>New Song Academy</td>
<td>Friday, September 7, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Progress Report Card Distribution Window - 1st Quarter</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Monday, October 22, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; Professional Development (not sponsored by the district)</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Tuesday, November 6, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; Election Day</td>
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<td>322</td>
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<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>1st Quarter End</td>
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<td>322</td>
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<td>N/A</td>
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<td>2nd Quarter Start</td>
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<td>Wednesday, November 21, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Report Card Distribution; Early Release Day</td>
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<td>322</td>
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<td>Thursday, November 22, 2018 to Friday, November 23, 2018</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed - Thanksgiving Day</td>
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<td>322</td>
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<td>Monday, November 26, 2018 to Friday, January 3, 2019</td>
<td>N/A</td>
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<td>N/A</td>
<td>No</td>
<td>School Closed - Professional Development (not sponsored by the district)</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Monday, January 7, 2019</td>
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<td>N/A</td>
<td>No</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Wednesday, January 9, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>马丁路德金日</td>
</tr>
<tr>
<td>322</td>
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<td>Thursday, January 10, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>2nd Quarter End</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, January 14, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; President Day</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, February 18, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Intercession Break School Closures</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, February 19, 2019 to Monday, February 21, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Progress Report Card Distribution Window - 3rd Quarter</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, April 1, 2019 to Monday, April 4, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; Teacher Break</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Wednesday, April 10, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>3rd Quarter End</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Thursday, April 11, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>3rd Quarter End</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Friday, April 12, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>4th Quarter Start</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, May 20, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Progress Card Distribution; 3rd Quarter</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, May 27, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed; Memorial Day</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, May 27, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Memorial Break; School Closed</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Friday, May 31, 2019 to Wednesday, June 2, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Progress Report Card Distribution Window - 4th Quarter</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Monday, June 3, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>Yes</td>
<td>School Closed; Memorial Day</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Thursday, July 4, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; 4th of July Holiday</td>
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<td>322</td>
<td>New Song Academy</td>
<td>Monday, July 8, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>School Closed; July 5</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Friday, July 19, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>4th Quarter End</td>
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<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Friday, July 19, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Last Day of School</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Tuesday, July 23, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Last Day of School</td>
</tr>
<tr>
<td>322</td>
<td>New Song Academy</td>
<td>Thursday, July 25, 2019</td>
<td>N/A</td>
<td>N/A</td>
<td>No</td>
<td>Last Day of School</td>
</tr>
</tbody>
</table>
Tuesday, April 24, 2018
Public Board Meeting

200 East North Avenue
1st Floor Board Room
6:00pm

1. OPENING OF MEETING AND EXECUTIVE SESSION

Subject 1.01 The Board may adjourn to closed session in accordance with Section 10-508 of the State Government Article of the Annotated Code of Maryland.

Meeting Apr 24, 2018 - Public Board Meeting
Category 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type Information, Discussion

File Attachments
4-24-18 Public Agenda updated 04.20.2018.pdf (739 KB)

Subject 1.02 Reopening of Public Business Meeting - Call to Order: Presentation of Colors

Meeting Apr 24, 2018 - Public Board Meeting
Category 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type Action

Motion & Voting
Motion to re-open to public board meeting at 5:08p.m.

Motion by Peter Kannam - Vice Chair, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 1.03 Recognition of Student Performers & JROTC

Meeting Apr 24, 2018 - Public Board Meeting
Category 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type

https://www.boarddocs.com/mabe/bcps/Board.nsf/goto?open&id=87UHP67D877F#
Subject 1.04 Moment of Silence
Meeting Apr 24, 2018 - Public Board Meeting
Category 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type Information
The public will observe a moment of silence.

Subject 1.05 Approval of prior open session minutes and closed session summaries.
Meeting Apr 24, 2018 - Public Board Meeting
Category 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type Action
Recommended Action To approve items as presented.

File Attachments
4-10-2018 Summary of Executive Closed Session and Transcribed Board Meeting Minutes.pdf (2,186 KB)

Motion & Voting
To approve items as presented.

Motion by Muriel Berkeley, second by Martha James-Hassan.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

2. BOARD COMMITTEE REPORTS

Subject 2.01 OPERATIONS COMMITTEE
Meeting Apr 24, 2018 - Public Board Meeting
Category 2. BOARD COMMITTEE REPORTS
Type

Subject 2.02 POLICY COMMITTEE
Meeting Apr 24, 2018 - Public Board Meeting
Category 2. BOARD COMMITTEE REPORTS
Type
3. BOARD CHAIR COMMENTS

Subject: 3.01 Board Chair Comments
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 3. BOARD CHAIR COMMENTS
Type: Report

Subject: 3.02 There were no donations reported for this time period.
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 3. BOARD CHAIR COMMENTS
Type: Information

4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Subject: 4.01 Personnel, Employment and Payroll (PEP) Report
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS
Type: Action (Consent)
Recommended Action: Approve the PEP as presented.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Subject 4.02 Appeals and Hearings Case No. 17-18g

Meeting Apr 24, 2018 - Public Board Meeting

Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Type Action (Consent)

Recommended Action to approve as presented.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 4.03 Appeals and Hearings Case No. 17-32a

Meeting Apr 24, 2018 - Public Board Meeting

Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Type Action (Consent)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 4.04 Appeals and Hearings Case No. 17-61a

Meeting Apr 24, 2018 - Public Board Meeting
Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Type Action (Consent)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

5. CEO’S COMMENTS

Subject 5.01 CEO’s Comments

Meeting Apr 24, 2018 - Public Board Meeting

Category 5. CEO’S COMMENTS

Type

File Attachments
Summer System Building in Baltimore- The Summer Funding Collaborative and the Summer Planning Group.pdf (1,070 KB)

6. CONSENT AGENDA REVIEW- NO VOTE

Subject 6.01 Consent Agenda Review

Meeting Apr 24, 2018 - Public Board Meeting

Category 6. CONSENT AGENDA REVIEW- NO VOTE

Type

SECTION 9 - CHIEF EXECUTIVE OFFICER
1. BLACKBOARD (SCHOOLWIRES INC.) ......................................................... Ops April 17
2. SPECIAL EDUCATION RELATED SERVICES ........................................ Ops April 17
3. DEZALU FINANCIAL CONSULTANT’S, LLC ...................................... Ops April 17

SECTION 11 - CHIEF FINANCIAL OFFICER 1. US FOODS ......................... Ops April 17
2. SCHMIDT BAKING COMPANY ............................................................. Ops April 17
3. COASTAL SUNBELT, INC. ................................................................. Ops April 17
4. AMAZON BUSINESS ........................................................................ Ops April 17

SECTION 12 - CHIEF INFORMATION TECHNOLOGY OFFICER
1. AT&T MOBILITY NATIONAL ACCOUNTS, LLC .................................... Ops April 17
SECTION 13 - CHIEF OPERATING OFFICER
1. VEOLIA BALTIMORE ENERGY COMPANY..............................................Ops April 17
2. HERTRICH FLEET SERVICES, INC......................................................Ops April 17
3. P2 CLEANING SERVICES, GUARDIAN LANDSCAPING, LORENZ, INC........Ops April 17
4. CHILMAR CORPORATION..................................................................Ops April 17
5. PATRIOT POOL SERVICE, LLC..............................................................Ops April 17
6. JOHN W. BRAWNER CONTRACTING COMPANY, INC..........................Ops April 17
7. T.J. DISTRIBUTORS, INC......................................................................Ops April 17
8. COMMERCIAL CABLEING & SOUND, INC.............................................Ops April 17

SECTION 15 - CHIEF ACHIEVEMENT AND ACCOUNTABILITY OFFICER
1. SCRIBBLES SOFTWARE ......................................................................Ops April 17

SECTION 16 - CHIEF LEGAL OFFICER
1. JAMES WHATTAM .............................................................................Ops April 17
  ...........................................................................................................30

File Attachments
Procurement- April 24 2018.pdf (717 KB)

7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.01 Special Recognitions
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type

Subject 7.02 Parent Community Advisory Board (PCAB) - Trish Garcia Pilla, Chair
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type

Subject 7.03 Baltimore Teachers Union (BTU) – Cindy Sjoquist, Representative
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type

Subject 7.04 Special Education Citizens Advisory Committee (SECAC)
Meeting Apr 24, 2018 - Public Board Meeting
7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.05 PTA Council of Baltimore City (PTACBC)
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.06 American Federation of State, County and Municipal Employees (AFSCME)
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.07 Public School Administrators and Supervisors Association (PSASA)
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.08 City Union of Baltimore (CUB)
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.09 Associated Student Congress for Baltimore City (ASCBC)
Meeting Apr 24, 2018 - Public Board Meeting
Category 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Subject 7.10 General Public Comment
Meeting Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type: Discussion

Up to ten members of the public may register for an opportunity to speak by signing Public Comment Sign-up sheet located at the Information Desk in the front lobby. The Public Comment Sign-up sheet will be made available on the day of the regularly scheduled public board meeting from 4:30 p.m. to 5:45 p.m. or until the ten speaking opportunities have been taken. Groups shall designate only one (1) person to speak on their behalf; no more than one entry on the sign-up sheet will be recognized at a board meeting. Each person wishing to speak MUST complete the following information on the Public Comment Sign-up sheet or they may void their opportunity to speak:

a. name;
b. address;
c. email address (if applicable);
d. telephone number (if applicable);
e. school / civic / community affiliation; and
f. agenda topic about which the registrant wishes to speak.

4. Each speaker shall be limited to three minutes. **Individuals that have not fully completed the Public Comment Sign-up sheet may not be called for public comment.**

5. No speaker may use the opportunity to air employee grievances or make complaints on behalf of specific, individual students. Speakers are prohibited from discussing any matters that might come before the Board in the form of an appeal.

6. Speakers may not yield their time to another individual.

7. Time shall be kept by designated staff, and an audible warning shall be given at the conclusion of the three minutes of allotted time. When the speaker's time has expired, he or she may thereafter conclude his or her remarks in a sentence or two, but may not exceed an additional 15 seconds time. The Chair shall then call for the next speaker.

8. The Chair shall rule out of order the comments of any speaker who verbally and personally attacks a school system employee or Board member. Any comments made after the speaker is ruled out of order shall not be part of the formal record (minutes) of the meeting.

9. The Chair shall also rule out of order the comments of any speaker who strays from the agenda item/topic on which the person signed up to speak.

10. A person attending an open session of the Board may not engage in any conduct that disrupts the session or that interferes with the right of members of the public to attend and observe the session.

**8. CONSENT AGENDA VOTE**
Subject 8.01 Extension of SY17-18 Calendar

Meeting Apr 24, 2018 - Public Board Meeting

Category 8. CONSENT AGENDA VOTE

Type Action (Consent)

Recommended Action The Chief Executive Officer requests the Board of School Commissioners approval to extend the current academic calendar two (2) days beyond June 15th, ensuring compliance with the State's 180-day instructional requirement. Monday June 18th and Tuesday June 19th would be added as regular school days for students and staff.

File Attachments REQUEST TO EXTEND SCHOOL YEAR 2017-2018.pdf (373 KB)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.02 Feasibility Study: Cross Country Elementary/Middle

Meeting Apr 24, 2018 - Public Board Meeting

Category 8. CONSENT AGENDA VOTE

Type Action (Consent)

Recommended Action Approve the feasibility study as presented.

File Attachments 180412_Cross_Country EAP_Option_6.pdf (19,189 KB)
Year 2 Feasibility Study Summary and Budget - Cross Country EM.pdf (414 KB)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all...
Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.03 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements: 100% Project Schools

Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action Approve the waiver request so that the schedules of three (3) participating schools - Harford Heights Elementary, James McHenry Elementary/Middle, and Mary Rodman Elementary - would continue to align with the lead school and former SIG Priority School, Commodore John Rodgers Elementary/Middle.

File Attachments
Waiver Application for Post-Labor Day Executive Order Requirements- 100 Percent Project Schools SY18-19.pdf (G67 KD)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.04 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements

Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action
Approve the waiver request as presented for the 6 schools identified as eligible innovative schools.

File Attachments
Waiver Application for Post-Labor Day Executive Order Requirements SY18-19.pdf (697 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.05 Calvin Rodwell Elementary School Grade Reconfiguration
Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action
Recommended Action Approve the recommendation to change the grade configuration of Calvin Rodwell Elementary School from pre-kindergarten through grade 5 to pre-kindergarten through grade 8 effective in SY 2018-19

File Attachments Calvin Rodwell Elementary School Grade Reconfiguration.pdf (328 KB)

Motion & Voting
Approve the recommendation to change the grade configuration of Calvin Rodwell Elementary School from pre-kindergarten through grade 5 to pre-kindergarten through grade 8 effective in SY 2018-19

Motion by Martha James-Hassan, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden
Abstain: Johnette A Richardson

Subject 8.06 Waiver Request: FKA (Baltimore Teacher Network)
Meeting Apr 24, 2018 - Public Board Meeting
8. CONSENT AGENDA VOTE

Action (Consent)

That the Board approve a waiver from policy FKA: Procedures for the Public Use of Board School Facilities, so that the BTN can host a Gubernatorial Town Hall on May 8th.

File Attachments
Waiver Request- Baltimore Teacher Network (BTN).pdf (388 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.07 Board Resolution 18-01 - School Safety

Meeting Apr 24, 2018 Public Board Meeting

Category 8. CONSENT AGENDA VOTE

Type Action (Consent)

Recommended Action To Approve Board Resolution 18-01 as written.

File Attachments
Resolution - School Safety (18-01) FINAL DRAFT.pdf (278 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

https://www.boarddocs.com/mabe/bcps/Board.nsf/goto?open&iID=87UHP87D877F# Page 12 of 46
9. PROCUREMENT - CHIEF EXECUTIVE OFFICER

Subject  9.01 Blackboard (Schoolwires Inc.)
Meeting  Apr 24, 2018 - Public Board Meeting
Category  9. PROCUREMENT - CHIEF EXECUTIVE OFFICER
Type  Action (Consent)

Recommended Action  The Executive Director of Communications (under the Chief of Staff) requests the Board's approval to extend and increase the contract with Blackboard (Schoolwires Inc.) to continue to provide and support City Schools' website. The six-month extension is necessary to continue the subscription and server-maintenance services. The current contract term is July 1, 2017 through June 30, 2018 with a request to extend through December 31, 2018. The current contract amount is $65,965.13 with a request to increase by $33,253.65 to $99,218.78.

Section 09.01
CHIEF EXECUTIVE OFFICER
Blackboard (Schoolwires Inc.)
Website Content Management System

Request of the Board

The Executive Director of Communications (under the Chief of Staff) requests the Board's approval to extend and increase the contract with Blackboard (Schoolwires Inc.) to continue to provide and support City Schools' website. The six-month extension is necessary to continue the subscription and server-maintenance services.

The current contract term is July 1, 2017 through June 30, 2018 with a request to extend through December 31, 2018. The current contract amount is $65,965.13 with a request to increase by $33,253.65 to $99,218.78.

<table>
<thead>
<tr>
<th>Product or Service Description</th>
<th>Cost</th>
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<tr>
<td>Licensed Software - Centricity2 Core Software subscription</td>
<td>$30,028.40</td>
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<tr>
<td>Annual Server Maintenance - Centricity Server Maintenance (Client Hosted)</td>
<td>$3,225.26</td>
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<tr>
<td><strong>Total Annual Cost</strong></td>
<td><strong>$33,253.65</strong></td>
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Selection Methodology

Contract Type: Contract Extension
Multiple Awards: No
Contract Term: July 1, 2018, through December 31, 2018
Prior Contract End Date: June 30, 201
Lowest Bidder(s) N/A
Contract Increase Yes – $33,253.65
Vendor & Amount: Blackboard (aka Schoolwires, Inc.) – $99,218.78
Funding Source: Communication Dept. General Funds: 3001.18.00.0201.2140.0543.0335
Solicitation process: Pursuant to Section 3-101(4) of the Procurement Administrative Regulations, in October 2009, the Board of the Gary I. Strausberg Fund received ten (10) proposals. Schoolwires, Inc. was recommended for award by the Board of the Gary I. Strausberg Fund and an Evaluation Committee consisting of City Schools' personnel. Schoolwires ranked 1st in technical response and 2nd in financial proposals. The Evaluation Committees recommended award to Schoolwires, Inc. because its Web

https://www.boarddocs.com/mabe/bcposs/Board.nsf/goto?open&lid=B7UH9P7D677F#
Content Management System was able to accommodate City Schools’ growing and changing communications and technology needs over time. MBE/WBE Results: N/A

Evidence of Effectiveness
City Schools is in the process of implementing a new website under a recently approved contract with Digicon that was approved by the Board on February 27, 2018. The contract extension with Schoolwires/Blackboard will enable the district to continue the existing website until the new website launches on January 1, 2019.

Author: Anne Fullerton, Executive Director - Communications

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 9.02 Special Education Related Services

Meeting Apr 24, 2018 - Public Board Meeting

Category 9. PROCUREMENT - CHIEF EXECUTIVE OFFICER

Type Action (Consent)

Recommended Action The Office of New initiatives and the Executive Director of Special Education requests the Board’s approval of competitively bid requirement contracts with six vendors (listed below) to provide related services (social work, psychology, speech language pathology, physical therapy, and occupational therapy) to Charter Schools. The term of the contract is April 25, 2018 through June 30, 2023. The estimated annual amount is $100,000. The cost for these services is based on the proposals submitted in response to the solicitation.

Section 09.02

Special Education Related Services

Request of the Board

The Office of New initiatives and the Executive Director of Special Education requests the Board’s approval of competitively bid requirement contracts with six vendors (listed below) to provide related services (social work, psychology, speech language pathology, physical therapy, and occupational therapy) to Charter Schools.
The term of the contract is April 25, 2018 through June 30, 2023. The estimated annual amount is $100,000. The cost for these services is based on the proposals submitted in response to the solicitation.

Historically, all City Schools have utilized related Service Providers (special education) that have been recruited and managed by the Office of Related Services and part of the Office of Special Education, as overseen by an Executive Director and the Chief Academic Officer.

Charter Schools in the district have requested the ability to seek proposals for related services to be provided by agencies/vendors external to those contracted by City Schools. As such, City Schools partnered with Charter Schools to seek competitive proposals to prequalify a pool of vendors to provide those services in accordance with the districts’ procedures.

Related Services include: direct IEP and 504 services to students, conducting assessments, report writing, attendance at SST and IEP meetings, completion of electronically filed encounter notes, completion of progress reports and IEP report cards, and parent/teacher (indirect) consultations. Also, related service providers must complete third party billing documentation per district policy. Vendor and provider selection will be based on the lowest cost qualified applicant.

Each Charter School that chooses to use one of the vendors above will execute an agreement with City Schools. During the term of the agreement, the Operator is responsible to work with Related Services, Office of Special Education, to oversee activities of the vendor who shall provide the related services of: physical therapy, occupational therapy, social work, school psychology, and speech-language pathology special education support services, as required in each student’s Individualized Education Program or 504 plan who attends the Charter School. The Operator will work with the Office of Special Education to ensure compliance with IDEA, COMAR, Section 504, the American with Disabilities Act and all other applicable laws and regulations. All activities will be provided in coordination with City Schools’ Office of Special Education.

City Schools will make the cash equivalent funding available in K12Buy to each Charter School for the expense associated with provision of the Related Services described above.

The Operator will work collaboratively with Related Services, Office of Special Education, to ensure that any contracted clinicians are provided with clinical supervision by someone of like discipline who is appropriately trained, certified, and/or licensed in keeping with industry standards and Federal and State laws. At its discretion, City Schools may replace and/or supervise a clinician if services being provided by a Charter School’s contracted clinician is determined to not be of acceptable quality.

The Operator will submit documentation verifying provision of services to the Related Services Unit on a monthly basis. The Operator will also follow accepted district, clinical practice relative to caseload, will follow all district business rules related to documentation and compliance and will cooperate with all audits.

**Selection Methodology**

**Contract Type:** Requirements Contract  
**Multiple Award:** Yes  
**Contract Term:** April 25, 2018 through June 30, 2023  
**Prior Contract End Date:** N/A  
**Lowes Bidder:** N/A  
**Contract Increase:** No  
**Vendors and Amount:** Est. annual amount $100,000/yr.

Cumberland Therapy Services  
EDU Healthcare  
Progressus Therapy (INVO)  
Staffing Plus  
Staff Rehab  
Therapy Source Inc.

**Funding Source:** SPED Funds and Charter School Budgets
Sollicitation Process: Selection is in accordance with Section 3-101(3) of the Procurement Administrative Regulation. On August 10, 2017, City Schools received nineteen (19) proposals in response to RFP-17071. Eleven (11) proposals were deemed to be responsible and responsive and were evaluated and ranked by the Evaluation Committee based on technical responses and financial proposals in accordance with the evaluation criteria outlined in the RFP. The Evaluation Committee recommends award to six (6) vendors as their proposals exhibit a superior understanding of City Schools’ needs and identifies several approaches that align with City Schools’ vision.

MBE/WBE Results: A waiver for this solicitation was granted due to the specific scope of services; the delivery of Special Education services, and as such do not provide for additional sub-contracting opportunities.

Evidence of Effectiveness

Three of the proposed vendors (Cumberland, Progressus, and Staffing Plus) already have contracts with the Office of Special Education. Review of assessments, clinical notes and direct observation by clinical managers employed by City Schools, indicate that the clinicians provided by these vendors have consistently been very professional, timely when reporting to schools, and active members of school IEP teams. In addition, assessment reports and clinical encounter notes have consistently been completed on time and of high quality. At the school level, the students who have received therapy services from these vendors have demonstrated improvements in skill levels and overall positive clinical outcomes. This is reflected in progress notes, treatment notes, IEP report cards, and discharge summaries.

The remaining three vendors (EDU Healthcare, Staff Rehab, and Therapy Source) were judged by the reviewing panel to have submitted very thorough responses to the solicitation. Also, all three of these vendors provide all five of the requested related services.

Approval of these vendors will allow for continued provision of IEP and 504 Related Services, as required by Federal and State law. All six of the vendors selected appear to have a proven track record for the delivery of high quality services to children. Any clinicians selected will follow City Schools’ credential verification processes (degree, licensure, background, etc.).

Author: Laurel Freedman, Executive Director, Lillie May Carroll Jackson Charter School
James Padden, Director of Related Services
Dr. Debra Y. Brooks, Executive Director, Office of Special Education
Angela Alvarez, Executive Director, Office of New Initiatives

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 9.03 DEZALU Financial Consultant’s, LLC
Meeting Apr 24, 2018 - Public Board Meeting
Category 9. PROCUREMENT - CHIEF EXECUTIVE OFFICER
Type: Action (Consent)

Recommended Action: The Chief Executive Officer requests the Board’s approval to enter into a professional services contract with DEZALU Financial Consultant’s, LLC to provide services as the interim Chief Financial Officer for City Schools. The scope of work to be provided by this consultant will be coordinated by the Chief Executive Officer. The term of the contract is September 1, 2017 to June 30, 2018 with a one (1) year renewal option. The contract rate is $125.00 per hour.

Section 09.03
CHIEF EXECUTIVE OFFICER

DEZALU Financial Consultant’s, LLC

Request of the Board

The Chief Executive Officer requests the Board’s approval to enter into a professional services contract with DEZALU Financial Consultant’s, LLC to provide services as the interim Chief Financial Officer for City Schools. The scope of work to be provided by this consultant will be coordinated by the Chief Executive Officer. The term of the contract is September 1, 2017 to June 30, 2018 with a one (1) year renewal option. The contract rate is $125.00 per hour.

Selection Methodology

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: September 1, 2017 to June 30, 2018 with a one (1) year renewal option
Lowest Bidder(s): N/A
Contract Increase: N/A

Vendor & Amount: DEZALU Financial Consultant’s, LLC – Est. annual amt. $250,000.00
Funding Source: Finance General Funds: 3001.18.00.0201.2210.0590.0399.000.0000
Solicitation process: Pursuant to Section 3-106(2)(e) of the Procurement Administrative Regulations which states the CEO has determined it to be in the best interests of the board to award the contract without competitive source selection.
Justification: Mr. Walker is uniquely suited to fill the requirements of this contract given his 30 years of financial experience with Baltimore City government. Mr. Walker has also served in numerous financial capacities with Baltimore City Public schools such as interim controller, Director of Food & Nutrition and Chief Financial Officer.

MBE/WBE Results: N/A

Evidence of Effectiveness

Mr. Walker will serve as Chief Financial Officer for Baltimore City Schools and will provide day-to-day management and oversight of the fiscal affairs of the Baltimore City Public School System as set forth in Md. Code Ann., Educ. 4-306 and Part D of the Board’s Policies and Regulations. Funding is available in the Finance Department’s budget.

Author: Alison Perkins-Cohen, Chief of Staff

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Motion & Voting

Approve the PEP as presented.
10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Subject 10.01 Agenda items were not submitted for this meeting.

Meeting Apr 24, 2018 - Public Board Meeting

Category 10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Type Information

11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Subject 11.01 US Foods

Meeting Apr 24, 2018 - Public Board Meeting

Category 11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type Action (Consent)

Recommended Action The Chief Financial Officer requests the Board's approval to increase the contract with US Foods by $2.5M from $7.5M to $10M per year. The contract term is June 1, 2017 to May 31, 2018 plus one (1) one-year renewal option. US Foods provides for the purchase, storage, and delivery of frozen and refrigerated food products, commodities and dry/canned goods to various City School's cafeterias. This increase is necessary due to the transition of a majority of purchases of USDA Commodities, approximately $3.0M/year, to US Foods. Food and Nutrition Services is required to distribute USDA commodity food products to school cafeterias. Total expenditures for Frozen, Refrigerated and Dry/Canned Goods for FY2017 were $6,642,831. Total expenditures for USDA Commodity Goods were $3,169,078 in FY2017. FY2018 expenditures with US Foods are $6,086,133 through February 2018

Section 11.01
CHIEF FINANCIAL OFFICER
US Foods
Frozen, Refrigerated and Dry/Canned Goods Food Products
Contract Increase

Request of the Board

The Chief Financial Officer requests the Board's approval to increase the contract with US Foods by $2.5M from $7.5M to $10M per year. The contract term is June 1, 2017 to May 31, 2018 plus one (1) one-year renewal option. US Foods provides for the purchase, storage, and delivery of frozen and refrigerated food products, commodities and dry/canned goods to various City School's cafeterias. This increase is necessary due to the transition of a majority of purchases of USDA Commodities, approximately $3.0M/year, to US Foods. Food and Nutrition Services is required to distribute USDA commodity food products to school cafeterias. Total expenditures for Frozen, Refrigerated and Dry/Canned Goods for FY2017 were $6,642,831. Total expenditures for USDA Commodity Goods were $3,169,078 in FY2017. FY2018 expenditures with US Foods are $6,086,133
through February 2018

Below is a list of USDA Commodity vendors.

- J.T.M. Provisions Co., Inc.
- Schwan’s Food Service, Inc.
- Chef’s Corner Foods, Inc.
- Maid-Rite Specialty Foods LLC
- DBA Don Lee Farms
- Asian Food Solutions
- Rich Chicks LLC
- National Food Group, Inc.

Note: Pilgrim’s Pride USDA commodity products will continue to be purchased through USDA commodities contract and are excluded from this request.

**Selection Methodology**

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: June 1, 2017 – May 31, 2018 plus one (1) one-year renewal option
Lowest Bidder(s): N/A
Contract Increase: Yes – $2.5M
Vendor & Amount: Premier – US Foods. – $10M per year
Funding Source: Food & Nutrition Account: 2001.XX.00.0213.0000.0761.0435.000.000
Solicitation Process: In accordance with 10-201 of City Schools' Administrative Regulations, City Schools is piggybacking U.S. Communities competitively solicited Contract #13924, issued by Washington County Schools.
MBE/WBE Results: N/A

**Evidence of Effectiveness**

US Foods has provided satisfactory services as a supplier of frozen and refrigerated food products, commodities, and dry/canned goods to City Schools. Approval of this increase will allow schools to continue purchasing frozen and refrigerated food products, commodities, and dry/canned goods. This increase will allow City Schools to meet mandated school breakfast, snack, and lunch and supper program requirements in accordance with federal regulations.

**Financial / Budget Implications**

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

**Author:** Elizabeth Marchetta, Executive Director of Food & Nutrition

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yeas: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam -
Subject: 11.02 Schmidt Baking Company

Meeting: Apr 24, 2018 - Public Board Meeting

Category: 11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type: Action (Consent)

Recommended Action: The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Schmidt Baking Company by $210,000 from $1,650,000 to $1,860,000 for the purchase of bread products. The contract term is September 1, 2016 through June 30, 2018, with two (2) one-year renewal options. Total contract expenditures for the initial contract term through March 2018 are $1,551,147. The increase is necessary to continue to provide bread products through June 30, 2018. The current board approved amount for this contract is $1,650,000.

Section 11.02
CHIEF FINANCIAL OFFICER
Schmidt Baking Company
Bread Products - Contract Increase

Request of the Board

The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Schmidt Baking Company by $210,000 from $1,650,000 to $1,860,000 for the purchase of bread products. The contract term is September 1, 2016 through June 30, 2018, with two (2) one-year renewal options.

Total contract expenditures for the initial contract term through March 2018 are $1,551,147. The increase is necessary to continue to provide bread products through June 30, 2018. The current board approved amount for this contract is $1,650,000.

City Schools has seen an increase in the demand for bread due to the introduction of the Child and Adult Care Food Program (CACFP). Food and Nutrition Services is obligated to provide food products for school cafeteria usage for the breakfast, lunch and summer programs.

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: September 1, 2016 – June 30, 2018, with two (2) one-year renewal options
Lowest Bidder(s): N/A
Contract Increase: Yes - $210,000
Vendor & Amount: Schmidt Baking Company – $1,860,000
Funding Source: Food & Nutrition Account 2001.XX.00.0213.0000.0761.0435
Solicitation Process: In accordance with 10-201 of City Schools Administrative Regulations, City Schools wishes to piggyback the competitively solicited contract 16CM-142, issued by Anne Arundel County Public Schools.
MBE/WBE Results: N/A

Evidence of Effectiveness

As a part of the menu offerings, City Schools’ cafeterias serve bread products to students daily. The availability of various bread products allows Food and Nutrition Services to meet mandated requirements for nutritious breakfasts and lunches according to the Federal Meals Program. Schmidt is the current provider of bread products to City Schools.
Financial / Budget implications

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

Author: Elizabeth Marchetta - Executive Director Food & Nutrition

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject
11.03 Coastal Sunbelt, Inc.

Meeting
Apr 24, 2018 - Public Board Meeting

Category
11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type
Action (Consent)

Recommended Action
The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Coastal Sunbelt, Inc. by $1.5M from $30.4M to $31.9M for the purchase of fresh fruits and vegetables. The current contract term is 5 years; October 1, 2013 through September 30, 2018. The current board approved amount for the 5 year term of the contract is $30.4M. The requested increase of $1.5M will accommodate continued purchases through September 30, 2018.

Section 11.03
CHIEF FINANCIAL OFFICER
Coastal Sunbelt, Inc.
Contract Increase

Request of the Board

The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Coastal Sunbelt, Inc. by $1.5M from $30.4M to $31.9M for the purchase of fresh fruits and vegetables. The current contract term is 5 years; October 1, 2013 through September 30, 2018. The current board approved amount for the 5 year term of the contract is $30.4M. The requested increase of $1.5M will accommodate continued purchases through September 30, 2018.

The increase is necessary due to increased demand for fresh fruits and vegetables due to the introduction of the Child and Adult Care Food Program (CACFP). City Schools has experienced a 50% increase in the consumption of fresh fruits and vegetables since the contracts inception from approximately $3M per year in 2013 to today’s consumption rate of $7M/year.
The contract provides fresh fruits and vegetables that are distributed daily to various City School’s cafeterias. Food and Nutrition Services is obligated to provide food products for school cafeteria usage.

**Selection Methodology**

Contract Type: Requirements Contract  
Multiple Award: No  
Contract Term: October 1, 2013 – September 30, 2018  
Lowest Bidder(s): N/A  
Contract Increase: Yes - $1,500,000  
Vendor & Amount: Coastal Sunbelt Inc. - $31,900,000  
Funding Source: Food & Nutrition Account: 2001.XX.00.0213.0000.0761.0435.000.0000  
Maryland Fresh Fruit & Vegetable Grant: 2005.XX.01.0213.0000.0761.0435.000.0000  
Solicitation Process: Pursuant to Section 3-101(3) of the Procurement Administrative Regulations, City Schools issued RFP-14004 on July 26, 2013. Materials Management received two (2) responses by the due date of August 12, 2013.  
MBE/WBE Results: N/A

**Evidence of Effectiveness**

Coastal Sunbelt has provided satisfactory services as a supplier of fresh produce to City Schools. Produce from Coastal Sunbelt Inc. enables City Schools to increase healthy meal options while reinforcing local economic responsibility. Approval of this increase will allow schools to continue purchasing fresh fruits and vegetables.

By offering locally grown produce, Food and Nutrition Services can expand its menu options, provide healthy choices for students and increase meal participation. These funds are used to provide students fresh produce under Maryland’s Fresh Fruit and Vegetable grant program which was awarded to over 100 schools in FY16.

**Financial / Budget Implications**

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

**Author:** Elizabeth Marchetta, Executive Director Food & Nutrition

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.  
Final Resolution: Motion Carries  
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**  
11.04 Amazon Business

https://www.boarddocs.com/mabe/bcps/bos/board.nsf/goto?open&id=87UHP87D677F#
The Chief Financial Officer requests the Board’s approval to piggyback a competitively bid requirements contract issued by U.S. Communities to Amazon Business. The contract provides for the convenient purchase of a wide-variety of school, office, and maintenance supplies. The estimated annual amount is $50,000.00. The contract term is April 25, 2018 through January 18, 2022 with three (3) two-year renewal options.

Section 11.04
CHIEF FINANCIAL OFFICER

Amazon Business
Various Supplies

Request of the Board
The Chief Financial Officer requests the Board’s approval to piggyback a competitively bid requirements contract issued by U.S. Communities to Amazon Business. The contract provides for the convenient purchase of a wide-variety of school, office, and maintenance supplies. The estimated annual amount is $50,000.00. The contract term is April 25, 2018 through January 18, 2022 with three (3) two-year renewal options.

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: Apr. 25, 2018 - Jan. 18, 2022 with three (3) two-year renewal options

Evidence of Effectiveness
Amazon Business is the business equivalent of amazon.com.

Author: Peter Ruchkin, E-Commerce Manager, Procurement

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the consent agenda at the request of any board member.

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

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**12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER**

**Subject**  
12.01 AT&T Mobility National Accounts, LLC

**Meeting**  
Apr 24, 2018 - Public Board Meeting

**Category**  
12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER

**Type**  
Action (Consent)

**Recommended Action**  
The Chief Information Officer requests the Board's approval to piggyback a contract with AT&T Mobility National Accounts, LLC awarded by the Fairfax County Public School System. The estimated annual amount of the contract is $600,000.00. The contract term is July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options. The contract provides cellular service for cell phones, mobile devices, and tablets. The contract plan includes non-roaming (no long-distance charges) national coverage for all district wireless voice, data, and texting services within the continental United States.

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**Section 12.01**  
CHIEF INFORMATION TECHNOLOGY OFFICER

AT&T Mobility National Accounts, LLC  
Cellular Phone Services

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**Request of the Board**

The Chief Information Officer requests the Board's approval to piggyback a contract with AT&T Mobility National Accounts, LLC awarded by the Fairfax County Public School System. The estimated annual amount of the contract is $600,000.00. The contract term is July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options.

The contract provides cellular service for cell phones, mobile devices, and tablets. The contract plan includes non-roaming (no long-distance charges) national coverage for all district wireless voice, data, and texting services within the continental United States.

The contract offers increased options that include unlimited texting, data, and unlimited tethering. Also, android cellular devices will be available for the first time to district staff. The estimated annual savings is $40,000.00.

**Selection Methodology**

- Contract Type: Requirements Contract
- Multiple Awards: No
- Contract Term: July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options
- Prior Contract End Date: June 30, 2018
- Lowest Bidder(s): N/A
Contract Increase: No  
Vendor & Amount: AT&T Mobility National Accounts, LLC - Est. $600,000/yr.  
Funding Source: General funds from school and/or central office budgets  
Solicitation Process: In accordance with 10-201 of City Schools Administrative Regulations, City Schools wishes to piggyback the competitively solicited contract #4400006674 issued by Fairfax County Public Schools. Verizon provided an alternative quote.  
MBE/WBE Results: Fairfax Public Schools granted a waiver for this procurement in accordance with the district’s policies and regulations.

Evidence of Effectiveness

The new plan includes unlimited data which hedges the district from data overage costs which is important given the increase in the use of cellular devices to access district related mobile applications.

Author: Michael Rading, Director of Customer Service

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.  
Final Resolution: Motion Carries  
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chininia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondina, Ronald S McFadden, Johnette A Richardson

13. PROCUREMENT - CHIEF OPERATING OFFICER

Subject 13.01 Veolia Baltimore Energy Company

Meeting Apr 24, 2018 - Public Board Meeting

Category 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type Action (Consent)

Recommended Action The Chief Operating Officer requests the Board’s approval to extend and amend the current contract with Veolia Baltimore Energy Company to provide steam supply services to three (3) City Schools, Dunbar High School, NAF formerly Dunbar Middle School and NAF Thomas G. Hayes Elementary. Veolia is the current steam supplier to these schools and operates a steam distribution network within the Baltimore downtown area. The current contract term is February 10, 2011 to February 11, 2021. The estimated annual amount is $968,000. In addition to the contract extension, Veolia will also offer remote monitoring services of school building automation systems as well as provide on-call mechanical labor to include mechanics, electricians, Grade 1 stationary engineers and project management services as required. The new contract reflects a 20% reduction in the cost of energy. The term of the new contract is May 1, 2018 through April 30, 2028.

Section 13.01
Request of the Board

The Chief Operating Officer requests the Board’s approval to extend and amend the current contract with Veolia Baltimore Energy Company to provide steam supply services to three (3) City Schools, Dunbar High School, NAF formerly Dunbar Middle School and NAF Thomas G. Hayes Elementary. Veolia is the current steam supplier to these schools and operates a steam distribution network within the Baltimore downtown area. The current contract term is February 10, 2011 to February 11, 2021. The estimated annual amount is $968,000.

In addition to the contract extension, Veolia will also offer remote monitoring services of school building automation systems as well as provide on-call mechanical labor to include mechanics, electricians, Grade 1 stationary engineers and project management services as required. The new contract reflects a 20% reduction in the cost of energy. The term of the new contract is May 1, 2018 through April 30, 2028.

Veolia will continue to provide steam for three schools listed below however steam previously supplied to Federal Hill Preparatory School will be discontinued due to their purchase of a stand-alone heating and cooling system.
- Dunbar High School
- NAF formerly Dunbar Middle School
- NAF formerly Thomas G. Hayes Elementary School

Below is a comparison of the current rates versus those proposed in the new contract.

<table>
<thead>
<tr>
<th>School</th>
<th>Current Monthly Capacity Charge</th>
<th>New Monthly Capacity Charge</th>
<th>Current Monthly Commodity Charge</th>
<th>New Monthly Commodity Charge</th>
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<tbody>
<tr>
<td>Dunbar High School</td>
<td>$7,280.64</td>
<td>$5,824.51</td>
<td>$1.85</td>
<td>$1.48</td>
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<tr>
<td>NAF formerly Dunbar Middle School</td>
<td>$4,592.38</td>
<td>$3,673.90</td>
<td>$1.85</td>
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<tr>
<td>NAF Thomas G. Hayes Elementary</td>
<td>$2389.72</td>
<td>$1,911.78</td>
<td>$1.85</td>
<td>$1.48</td>
</tr>
</tbody>
</table>

*The capacity charge shall be adjusted annually by 2.0%

Veolia will also provide remote monitoring services of boilers and building automation systems to 3 schools initially; Fort Worthington, Frederick, and Waverly. Lyndhurst and Dorothy E Heights will be added shortly as well as any future 21st Century school.

In order to provide these services, Veolia will conduct an assessment of the equipment and controls (Mobilization Phase) as well as define Standard Operating Procedures (SOPs) to ensure the appropriate controls are in place to remotely monitor equipment. Once the mobilization phase is completed, City Schools will pay a monthly service charge for each site as outlined below.

<table>
<thead>
<tr>
<th>School</th>
<th>Mobilization Fee*</th>
<th>Monthly Service Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Washington Elementary</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Frederick Elementary</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Waverly PK-8</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Additional schools as identified</td>
<td>$5,112</td>
<td></td>
</tr>
</tbody>
</table>

*Monthly Service Charge shall be adjusted annually by 2.0%*

The remote monitoring fees will be partially offset by the $96K credit associated with the termination of monthly capacity services at Federal Hill.

The contract will also provide supplemental labor, materials, and rental equipment to facilitate repairs to mechanical equipment as a supplement to City Schools’ maintenance teams. Below is a comparison of the hourly rates and markups offered by Veolia compared to two other providers of similar services to City Schools.

<table>
<thead>
<tr>
<th>Category</th>
<th>Veolia</th>
<th>JCI</th>
<th>Poole &amp; Kent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mechanic</td>
<td>$75/hr.</td>
<td>$97/hr.</td>
<td>$105/hr.</td>
</tr>
<tr>
<td>Overtime</td>
<td>$112.50/hr.</td>
<td>$145.50/hr.</td>
<td>$136.50/hr.</td>
</tr>
<tr>
<td>Technician</td>
<td>$85/hr.</td>
<td>$105/hr.</td>
<td>$97/hr.</td>
</tr>
<tr>
<td>Overtime</td>
<td>$127.50/hr.</td>
<td>$136.50/hr.</td>
<td>$145.50/hr.</td>
</tr>
<tr>
<td>Material</td>
<td>20% markup</td>
<td>25% markup</td>
<td>28% markup</td>
</tr>
</tbody>
</table>

**Selection Methodology**

Contract Type: Contract Amendment and Extension
Multiple Awards: No
New Contract Term: May 1, 2018 through April 30, 2028
Previous Contract Term: February 10, 2011 through February 11, 2021
Lowest Bidder(s): N/A
Contract Increase: N/A
Vendors & Amounts: Veolia Baltimore Energy Company
Steam/Energy – Est. annual amt. $300,000;
Remote monitoring – Est. annual amt. $218,000 based on 5 schools
Maintenance and labor – Est. annual amt. $450,000.
Funding Source: Energy: 3001.18.00.0210.3002.0736.0521
Operating Funds: 3001.18.00.0211.3102.0754.0334
Solicitation process: Pursuant to Section 3-106(2)(c) of the City Schools’ Administrative Regulations; the Director has determined that there is only one available source.
Justification: Veolia is the sole pipeline supplier of steam to these schools and has been for the current supplier for eight years. Furthermore, these schools do not have boilers and therefore must rely solely on Veolia for heat during the winter months
MBE/WBE Results: N/A

**Evidence of Effectiveness**

Veolia has successfully supplied steam services to City Schools for eight years.

**Financial Implications**

Reviewed by BCPS Energy and Finance Office and recommended for extension to a cost savings in rates of $88,000.00 per year.

<table>
<thead>
<tr>
<th>School</th>
<th>Current Contract Estimated Yearly Cost</th>
<th>New Contract Estimated Yearly Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dunbar High School</td>
<td>$180,000</td>
<td>$162,000</td>
</tr>
<tr>
<td>NAF formerly Dunbar Middle School</td>
<td>$110,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>NAF Thomas G. Hayes Elementary</td>
<td>$75,000</td>
<td>$45,000</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$365,000</strong></td>
<td><strong>$277,000</strong></td>
</tr>
</tbody>
</table>

**Author:** Blaine Lipski, Director of Facility Maintenance & Operations

*Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.02 Hertrich Fleet Services, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Officer requests the Board’s approval to piggyback Howard County Government Contract #4400003197 to purchase five (5) vehicles for Facilities Maintenance & Operations for a total cost of $182,933 from Hertrich Fleet Services, Inc.

**Section 13.02 CHIEF OPERATING OFFICER**

Hertrich Fleet Services, Inc.
Vehicle Purchase

**Request of the Board**

The Chief Operating Officer requests the Board’s approval to piggyback Howard County Government Contract #4400003197 to purchase five (5) vehicles for Facilities Maintenance & Operations for a total cost of $182,933 from Hertrich Fleet Services, Inc. Below is the list of the vehicles.

<table>
<thead>
<tr>
<th>Number of Vehicles</th>
<th>Vehicle Type</th>
<th>MSRP</th>
<th>Discount</th>
<th>Unit Cost</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2019 F-250 XL 4x4 ¾ ton crew cab</td>
<td>$50,865</td>
<td>$11,979</td>
<td>$38,886</td>
<td>$38,886</td>
</tr>
<tr>
<td>1</td>
<td>2019 F250 4x4 ¾ ton regular cab</td>
<td>$48,865</td>
<td>$13,307</td>
<td>$35,558</td>
<td>$35,558</td>
</tr>
<tr>
<td>2</td>
<td>2018 Transit-250 van</td>
<td>$36,830</td>
<td>$11,277</td>
<td>$25,553</td>
<td>$51,106</td>
</tr>
<tr>
<td>1</td>
<td>F-450 4x4 crew cab w/ 9' bed</td>
<td>$66,640</td>
<td>$9,157</td>
<td>$57,383</td>
<td>$57,383</td>
</tr>
</tbody>
</table>

https://www.boarddocs.com/mabe/bcpsa/Board.nsf/goto?open&Id=87UHP87D677F#
One of the initiatives included in the Comprehensive Maintenance Plan is to modernize the fleet of vehicles. This purchase will enable Operations to pull vehicles that are aged and depreciated out of inventory that would otherwise require extensive repairs and costs. The purchase will also support preventative maintenance efforts and grounds work.

The new vehicles will lower maintenance costs as well as reduce reimbursement expenses to employees who use their own vehicles for work purposes.

Fleet inventory has vehicles dating back to 1998. The majority of vehicles currently in use are from 2001-2006 with cumulative mileage over 18M. Funding is derived from the FY2018 Facilities Maintenance Operations budget.

**Selection Methodology**

- **Contract Type:** Fixed Price
- **Multiple Awards:** No
- **Contract Term:** One Time Purchase
- **Lowest Bidder(s):** Yes
- **Contract Increase:** N/A
- **Vendor & Amount:** Hertrich Fleet Services, Inc. – Maintenance & Operations: $182,933
- **Funding Source:** Maintenance & Operations: 3001.18.21.0211.3102.0755.0642.000.0000

  Solicitation process: In accordance with 10-201 of City Schools’ Administrative Regulations, City Schools is piggybacking Howard County Government Contract #4400003197. An alternative quote was provided by Al Packer for $185,172.

  MBE/WBE Results: N/A

**Evidence of Effectiveness**

Hertrich has provided similar vehicles to City Schools in the past.

**Author:** Blaine Lipski, Director of Maintenance & Operations

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**  
13.03 P2 Cleaning Services, Guardian Landscaping, Lorenz, Inc.

**Meeting**  
Apr 24, 2018 - Public Board Meeting

**Category**  
13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**  
Action (Consent)
Recommended Action  The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with P2 Cleaning Services, Guardian Landscaping, and Lorenz, Inc. to provide grass mowing and other landscape services at City School sites. The contract term is April 25, 2018 through April 24, 2021, with two (2) one-year renewal options. The estimated annual amount is $575,000.00. The current five year (5) mowing contract expenditure is $3,219,176.

Section 13.03
CHIEF OPERATING OFFICER
P2 Cleaning Services, Guardian Landscaping, Lorenz, Inc.
Grass Mowing Services

Request of the Board

The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with P2 Cleaning Services, Guardian Landscaping, and Lorenz, Inc. to provide grass mowing and other landscape services at City School sites. The contract term is April 25, 2018 through April 24, 2021, with two (2) one-year renewal options. The estimated annual amount is $575,000.00. The current five year (5) mowing contract expenditure is $3,219,176.

Contractors bid on clusters of schools, which are grouping of schools in a general geographical location. The number of schools in each of the ten (10) clusters range from nine (9) to twenty-four (24) schools. The low bidder for each cluster is subject to award if they are deemed a responsive and responsible bidder. Any one vendor is limited to award of no more than five (5) clusters.

<table>
<thead>
<tr>
<th>Cluster Number</th>
<th>Number of Schools in Cluster</th>
<th>Annual Cost</th>
<th>Vendor Recommended for Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1</td>
<td>13</td>
<td>$54,000.00</td>
<td>Guardian Landscaping</td>
</tr>
<tr>
<td>Cluster 2</td>
<td>11</td>
<td>$64,320.00</td>
<td>Guardian Landscaping</td>
</tr>
<tr>
<td>Cluster 3</td>
<td>24</td>
<td>$112,596.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 4</td>
<td>14</td>
<td>$34,006.80</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 5</td>
<td>9</td>
<td>$39,630.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 6</td>
<td>11</td>
<td>$39,930.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 7</td>
<td>19</td>
<td>$67,512.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 8</td>
<td>20</td>
<td>$85,212.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 9</td>
<td>13</td>
<td>$61,056.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 10</td>
<td>14</td>
<td>$37,536.00</td>
<td>*P2 Cleaning Services</td>
</tr>
</tbody>
</table>

*Denotes WBE vendor

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: Yes
Contract Term: April 25, 2018 – April 24, 2021, with two (2) one-year renewal options
Lowest Bidder(s): Yes
Prior Contract end date: April 14, 2018
Contract Increase: No

Vendors & Amounts: Est. annual amount - $575,000.00
Guardian Landscaping - Clusters 1 & 2 - Est. annually - $120,000.00
P2 Cleaning Services - Clusters 3, 4, 7, 9, 10 - Est. annually $285,000.00
Lorenz, Inc. - Clusters 5, 6, & 8 - Est. annually $170,000.00

The actual expenditure amount is based on the annual budget and facility requirements.
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341
Solicitation process: Pursuant to Section 3-101(2) of the Procurement Administrative
Regulations, on February 14, 2018 City Schools issued a competitive sealed bid IFB-
18026. Nine (9) bids were received, and P2 Cleaning Services, Guardian Landscaping
and Lorenz, Inc. were deemed the lowest, responsive, and responsible bidders.
MBE/WBE: A waiver was granted for this solicitation. During the goal determination
process, this contract was not assigned M/WBE goals for the following reasons:

- Scope of services do not allow for subcontracting opportunities.
- Prime contractor sole responsibility to perform the scope of work within the contract.

Note: P2 Cleaning Services is a woman owned business.

Evidence of Effectiveness

Guardian and Lorenz have provided mowing services to City Schools in the past and have maintained on time grass
cuts and will provide similar services for City Schools under this new contract. P2 Cleaning Services is a new
contractor for grass mowing services.

Author: Blaine Lipski, Director of Facility Maintenance and Operations

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approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through
Board subcommittee review and recommendation. Documentation concerning these items has been provided to all
Board members and the public in advance to assure an extensive and thorough review. Items may be removed from
the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam -
Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject: 13.04 Chilmar Corporation

Meeting: Apr 24, 2018 - Public Board Meeting

Category: 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type: Action (Consent)

Recommended Action: The Chief Operating Officer requests the Board’s approval of a competitively bid contract
with Chilmar Corporation in the total amount of $2,661,396.00 The project was included as
part of the FY 2018 CIP, which was approved by the Board on October 10, 2017. The
contract provides air conditioning installation services at Mergenthaler Vocational Technical
High School #410. Price includes base bid item #1 in the amount of $2,419,396.00 as well
as a project contingency in the amount of $242,000.00.

Section 13.04
CHIEF OPERATING OFFICER
Chilmar Corporation
HVAC System Renovation Services at
Mergenthaler Vocational Technical High School #410
Request of the Board

The Chief Operating Officer requests the Board's approval of a competitively bid contract with Chilmar Corporation in the total amount of $2,661,396.00. The project was included as part of the FY 2018 CIP, which was approved by the Board on October 10, 2017. The contract provides air conditioning installation services at Mergenthaler Vocational Technical High School #410. Price includes base bid item #1 in the amount of $2,419,396.00 as well as a project contingency in the amount of $242,000.00.

Selection Methodology

Contract Type: Fixed Price  
Multiple Awards: No  
Contract Term: All work shall be completed within 180 days from the date of NTP  
Lowest Bidder: Yes  
Contract Increase: N/A  
Vendor & Amount: Chilmar Corporation - $2,661,396.00

Funding Source: Capital Funds - 9001.18.P1.0215.3603.0410.1110.000.0000

Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on February 15, 2018, City Schools issued a competitive sealed bid IFB-18043. Five (5) bids were received on March 16, 2018, and Chilmar Corporation was deemed the lowest, responsive and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 19% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 19% with sub-goals of 7% African-American, 4% Asian-American and 8% Women.

City Schools’ MBE/WBE Liaison has reviewed and approved contractor’s compliance with the stated MBE subcontracting goals.

Evidence of Effectiveness

Approval of this request will install air conditioning in Mergenthaler Vocational Technical High School #410, improving the school’s health and responding to the HVAC needs of the school.

Author: Ms. Cynthia Smith, Director - Facilities Design and Construction

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 13.05 Patriot Pool Service, LLC

https://www.boarddocs.com/mabe/bcps/Board.nsf/goto?open&Id=87UHP87D87F#
Meeting  Apr 24, 2018 - Public Board Meeting
Category  13. PROCUREMENT - CHIEF OPERATING OFFICER
Type  Action (Consent)
Recommended Action  The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with Patriot Pool Service, LLC to provide swimming pool repair and maintenance services. City Schools operates 11 pools. The estimated annual amount is $230,000.00. The contract term is May 9, 2018 through May 8, 2021, with two (2) one-year renewal options.

Section 13.05
CHIEF OPERATING OFFICER
Patriot Pool Service, LLC
Swimming Pool Repair and Maintenance Services

Request of the Board

The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with Patriot Pool Service, LLC to provide swimming pool repair and maintenance services. City Schools operates 11 pools. The estimated annual amount is $230,000.00. The contract term is May 9, 2018 through May 8, 2021, with two (2) one-year renewal options.

Patriot Pool Services, LLC is the current service provider. A comparison of new vs. current hourly rates is presented below. Rates are fixed for the three (3) year contract term and for the renewal years. Expenditures for the prior 36 months total $689,784.24.

<table>
<thead>
<tr>
<th>Work Description</th>
<th>Current Contract</th>
<th>New Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Patriot Pool Service, LLC</td>
<td>Patriot Pool Service, LLC</td>
</tr>
<tr>
<td>Mechanic</td>
<td>$38.00</td>
<td>$44.00</td>
</tr>
<tr>
<td>Apprentice / Helper</td>
<td>$18.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Lowest Bidder(s): Yes
Contract Increase: No

Contract Term: May 9, 2018 - May 8, 2021, with two (2) one-year renewal options

Vendor & Amount: Patriot Pool Service, LLC - Est. annual amount $230,000.00

Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341

Solicitation process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on March 8, 2018 City Schools issued competitive sealed bid IFB-18041. One (1) bid was received and Patriot Pool Services LLC was deemed the lowest responsive and responsible bidder.

MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals based on the following reasons:

- Limited or no certified M/WBE’s available.
- Scope of services do not provide for subcontracting opportunities.
- Prime contractor’s sole responsibility to perform the scope of work within the contract.

Evidence of Effectiveness
For the past nine years, Patriot Pool Services, LLC has provided satisfactory swimming pool repair and maintenance services to various City Schools’ buildings.

**Author:** Blaine Lipski, Director of Facility Maintenance & Operations

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.06 John W. Brawner Contracting Company, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Office requests the Board’s approval of a competitively bid contract with John W. Brawner Contracting Company, Inc., in the total amount of $1,158,908.00 to renovate the James McHenry Elementary/Middle School #10 Media Center. The price includes the base bid in the amount of $1,053,553.00 as well as a project contingency in the amount of $105,355.00.

**Section 13.06**

**CHIEF OPERATING OFFICER**

John W. Brawner Contracting Company, Inc.

**Media Center Renovation**

James McHenry Elementary/Middle School #10

**Request of the Board**

The Chief Operating Office requests the Board’s approval of a competitively bid contract with John W. Brawner Contracting Company, Inc., in the total amount of $1,158,908.00 to renovate the James McHenry Elementary/Middle School #10 Media Center. The price includes the base bid in the amount of $1,053,553.00 as well as a project contingency in the amount of $105,355.00.

James McHenry Elementary School #10 was built in 1969. The current area of the building is approximately 94,719 square feet, and the school’s current SRC is 337. Recent projects at the school have included boiler replacement, security upgrades, chiller replacement, HVAC replacement, and lighting replacement. In addition, fire protection system replacement and roof replacements projects are currently in construction at the school and a window replacement project is planned. The project will provide needed upgrades to the media center on the second floor. Upgrades will include a reconfiguration of the space, flooring, ceiling, finishes, lighting, mechanical and electrical systems, and IT. The programmatic areas of the space will include a story-telling area, computer work area, seating, reference area, reference desk and administrative area.
The renovations will be funded through a combination of Qualified Zone Academy Bonds (QZAB), local capital funds and The Harry and Jeanette Weinberg Foundation Library Project. The Fund for Educational Excellence (Fund) will serve as the fiscal sponsor for the Harry and Jeanette Weinberg Foundation. The local capital request for the project is $300,000.00. The Qualified Zone Academy Bonds (QZAB) funding will provide $368,000.00. The Weinberg Foundation will provide $352,908.00. City Schools general funds will provide $138,000.00. The local capital and general funds will be used to support the construction of the project and construction contingency.

**Selection Methodology**

Contract Type: Fixed Price  
Multiple Awards: No  
Contract Term: Substantial Completion by November 1, 2018  
Lowest Bidder: Yes  
Contract Increase: No  
Vendor & Amount: John W. Brawner Contracting Co., Inc - $1,158,908.00  
Funding Source: Capital Funds - 9001.17.ME.0215.3602.0010.1110.000.0000  

Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on January 31, 2018, City Schools issued a competitive sealed bid IFB-18039. One (1) bid was received on February 22, 2018, and John W. Brawner Contracting Co., Inc., was deemed the lowest, responsive and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 20% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 21.8% with sub-goals of 16.9% African-American and 4.9% Asian-American.  
City Schools’ MBE/WBE Liaison has reviewed and approved contractor’s compliance with the stated MBE subcontracting goals.

**Evidence of Effectiveness**

Approval of this request will provide funding to support the James McHenry Elementary/Middle School #10 Media Center. This will directly support and increase student achievement and assist students in preparing for their future education. The renovated library will create a space that meets the changing needs for instruction, presentation, and study.

**Author:** Ms. Cynthia Smith, Director – Facilities Design and Construction

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.  
Final Resolution: Motion Carries  
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**  
13.07 T.J. Distributors, Inc.
Meeting  Apr 24, 2018 - Public Board Meeting
Category  13. PROCUREMENT - CHIEF OPERATING OFFICER
Type  Action (Consent)

Recommended Action  The Chief Operating Officer requests the Board's approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with T.J. Distributors, Inc. The contract provides repairs and installation services to auditorium seats and bleachers. The Board is requested to approve $175,000.00 for the one-year extension. On January 13, 2015, the Board approved the contract for a three-year term of February 11, 2015 through February 10, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual repair or installation depends on the scope of service required. Actual expenditures are dependent on the District's requirements. The rates are fixed for the term of the contract extension. Expenditures for the previous 36 months total $511,512.00

Section 12.67
CHIEF OPERATING OFFICER
T.J. Distributors, Inc.

Auditorium Seats and Bleachers; Repair and Installation Services

Request of the Board

The Chief Operating Officer requests the Board's approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with T.J. Distributors, Inc. The contract provides repairs and installation services to auditorium seats and bleachers. The Board is requested to approve $175,000.00 for the one-year extension.

On January 13, 2015, the Board approved the contract for a three-year term of February 11, 2015 through February 10, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual repair or installation depends on the scope of service required. Actual expenditures are dependent on the District's requirements. The rates are fixed for the term of the contract extension. Expenditures for the previous 36 months total $511,512.00

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: February 11, 2018 through February 10, 2019
Lowest Bidder(s): Yes
Prior Contract End Date: February 10, 2018
Contract Increase: No
Vendors & Amounts: T.J. Distributors, Inc. - Est. annual amount $175,000.00
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341
Solicitation process: On January 13, 2015, the Board Approved competitive sealed bid BCS-15019 for a three-year term with two (2) one-year renewal options. The contract terms, conditions and costs shall remain in force through the extension period.
MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals based on the following reasons:

- Limited or no certified M/WBE's available.
- Scope of services do not allow for subcontracting opportunities.
- Prime contractor sole responsibility to perform the scope of work within the contract.

Evidence of Effectiveness

https://www.boarddocs.com/mabe/bcps8/board.nsf/goto?open&id=87UHPB7D677F#
T.J. Distributors, Inc. is the current provider of auditorium seats and bleachers installation and repair for the District.

**Author:** Blaine Lipski, Director of Maintenance & Operations

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.08 Commercial Cabling & Sound, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Officer requests the Board’s approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with Commercial Cabling & Sound, Inc. The contract provides exterior lights and miscellaneous electrical system repairs and replacement services. The Board is requested to approve $280,000.00 for the one-year extension.

**Section 13.08**

CHIEF OPERATING OFFICER
Commercial Cabling & Sound, Inc.
Exterior Lights and Electrical Services

**Request of the Board**

The Chief Operating Officer requests the Board’s approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with Commercial Cabling & Sound, Inc. The contract provides exterior lights and miscellaneous electrical system repairs and replacement services. The Board is requested to approve $280,000.00 for the one-year extension.

On December 9, 2014, the Board approved the contract for the three-year contract term of January 12, 2015 through January 11, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual installation or repair depends on the scope of service required. Actual expenditures are dependent on the District’s requirements. The labor rates are fixed for the term of the contract extension. Expenditures for the prior 36 months total $840,630.00.

**Selection Methodology**

Contract Type: Requirements Contract
Evidence of Effectiveness

Commercial Cabling & Sound, Inc. is the current provider of exterior lights and electrical services to the District.

Author: Blaine Lipski, Director of Maintenance & Operations

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

14. PROCUREMENT- CHIEF HUMAN CAPITAL OFFICER

Subject 14.01 Agenda items were not submitted for this meeting.

Meeting Apr 24, 2018 - Public Board Meeting

Category 14. PROCUREMENT- CHIEF HUMAN CAPITAL OFFICER

Type Information

15. PROCUREMENT - CHIEF ACCOUNTABILITY OFFICER

Subject 15.01 Scribbles Software

Meeting Apr 24, 2018 - Public Board Meeting

Category 15. PROCUREMENT - CHIEF ACCOUNTABILITY OFFICER

Type Action (Consent)
Recommended Action
The Chief Achievement and Accountability Officer requests the Board’s approval of a competitively bid requirements contract with Scribbles Software for a total cost of $427,800 to convert inactive student cumulative records in various formats (paper, microfilm, Digitech) to an electronic format that is stored on a cloud-based, hosted document management system. The contract includes an annual cloud hosting fee of $12,000. The contract term is April 25, 2018 through April 24, 2023.

Section 15.01
CHIEF ACHIEVEMENT AND ACCOUNTABILITY OFFICER
Scribbles Software

Request of the Board

The Chief Achievement and Accountability Officer requests the Board’s approval of a competitively bid requirements contract with Scribbles Software for a total cost of $427,800 to convert inactive student cumulative records in various formats (paper, microfilm, Digitech) to an electronic format that is stored on a cloud-based, hosted document management system. The contract includes an annual cloud hosting fee of $12,000. The contract term is April 25, 2018 through April 24, 2023.

City Schools Office of Student Records is responsible for the maintenance and retention of the student cumulative records of inactive students (e.g., records of graduates, or those students no longer in the system) stored in the district office (200 E North Ave). In addition, the office is responsible for responding to records requests from prior students, corporations and universities. On average, 500 records requests are submitted and retrieved weekly. The district’s current storage, management, and retrieval of tens of thousands of paper records, and search for records in microfilm and Digitech, is both time consuming and labor intensive. Additionally, paper records are vulnerable to disaster, such as fire and flood, and decay over time. The conversion of records to a digital format will support the Office of Student Records in more efficiently addressing the record requests from customers and storing records for the long-term, as well as efficiently comply with the district’s maintenance and release of student records policy (JRA), the records retention policy (EHB), and the Maryland State Department of Education Records Manual.

A contract with Scribbles Software (Scribbles), will provide for the conversion of the student’s cumulative record components the district is required to maintain permanently (as outlined in the district’s JRA policy), into a digital format. Scribbles will also provide to City Schools the configuration, technical support, training, unlimited cloud storage, and unlimited number of district users and work stations as part of the contract along with also managing the boxing and transporting of physical records, document preparation, scanning, indexing, quality control, secure shredding and document requests for any record request by a customer when the record is in the custody of Scribbles. In addition, City Schools currently utilizes Scribbles for its online student’s records request application (ScribOrder), Scribbles will integrate both applications to allow for a seamless search, retrieval and release process for customers.

The first contracting year will include digitization of all microfilm records (approximately 3700 rolls of film) and beginning the digitization of all paper inactive records (approximately 3 million pages of paper), with the digitization of paper records to be completed over a 3-year period. In addition to providing project management, Scribbles will also assist the Office of Student Records in developing a long-term plan to digitize inactive records currently maintained in school buildings.

Selection Methodology

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: April 25, 2018 through April 24, 2023
Prior Contract End Date: N/A
Lowest Bidder(s): N/A

Contract Increase: N/A
Vendor & Amount: Scribbles Software - $427,800.00
Funding Source: Achievement & Accountability Dept. General Funds

https://www.boarddocs.com/mebe/bcps/Board.nsf/goto?open&id=87UHF67D57F7#
3001.XX.00.0201.2320.0506.0399
Solicitation process: Selection is in accordance with Section 3-104 of the Procurement Administrative Regulation. On January 26, 2018, City Schools received four (4) proposals in response to solicitation RFP-19025, that were deemed to be responsible and responsive and were evaluated and ranked by the Evaluation Committee based on technical responses and financial proposals in accordance with the evaluation criteria outlined in the Solicitation. The Scribbles’ proposals ranked 1st technically and 1st financially. The Evaluation Committee recommends award to Scribbles as their proposal exhibited a superior understanding of City Schools’ needs. In addition, City Schools through its existing contract with Scribbles has established a positive relationship resulting in increased efficiencies thus far. The award to Scribbles for this contract will reduce the learning curve which saves time and money.

MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals for the following reasons:

- Scope of services do not allow for subcontracting opportunities.
- Limited or no certified M/WBE’s available.
- Prime contractor sole responsibility to perform the scope of work within the contract.
- Minimal annual contract dollars.

Evidence of Effectiveness

Scribbles Software is a K-12 Records Management Company with over a decade of success. Scribbles serves more than 3,500 high schools and school districts across the U.S., including several school districts in the state of Maryland. They have supported school districts in going completely paperless and automating their student records request process. is the developer of the software as well as the provider of the services to take the school district paperless.

In addition, Scribbles offers a model of providing software for the K-12 market which allows the revenue generated through the district’s use of its online student records request application to be used to support its conversion of paper records to online. Scribbles offers the complete payment process and records request delivery process for school districts, creating efficiencies for school districts with shrinking budgets and administrative staff to manage the retention and fulfillment of requests. Scribbles securely enforces FERPA to ensure student information is protected and has robust back up capabilities, with five different locations across the United States to ensure data will be securely stored and available to clients.

In 2016, City Schools transitioned its paper-based student transcript request and payment process to Scribbles online student records request and payment application. City Schools was able to increase its revenue and improve its response to requests from customers. Scribbles has successfully delivered on its requirements of providing a web-based solution, with best practice training and mentoring, customization of application forms and web-content, and on-time delivery of monthly itemized statements and revenue from the fees collected. Scribble strives for 100% accuracy for all scanning projects. In 2017, their accuracy rate was 99.99%. Accuracy will also be corroborated by City Schools, as Scribbles will share samples for review and approval.

Scribbles collects feedback from their partnering school districts. Below is a response from a Prince William County Public Schools representative regarding Scribble satisfaction: "Scribbles has delivered on its promise of paperless. With ScribOrder, we have completely automated our student records request process resulting in a turnaround time within a day as opposed to weeks. In addition, we are also generating about six times more revenue and saving on printing and mailing cost.”

Author: Heather Nolan, Director - Knowledge Management, Office of Achievement & Accountability
Ben Goldberg, Manager - Data Quality, Office of Achievement & Accountability

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Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair; Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**16. PROCUREMENT - CHIEF LEGAL OFFICER**

<table>
<thead>
<tr>
<th>Subject</th>
<th>16.01 James Whattam</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
<td>16. PROCUREMENT - CHIEF LEGAL OFFICER</td>
</tr>
<tr>
<td>Type</td>
<td>Action (Consent)</td>
</tr>
</tbody>
</table>

**Recommended Action**
The Chief Legal Counsel requests the Board’s approval to increase the existing professional services agreement with James Whattam from $24,500 to $29,500 to provide labor management services on issues related to negotiations of collective bargaining agreements with CUB, Local 44 and the Fraternal Order of Police. The current contract term is July 1, 2016 through June 30, 2018.

**Section 16.01**

**CHIEF LEGAL OFFICER**

James Whattam
Legal Services

**Request of the Board**

The Chief Legal Counsel requests the Board’s approval to increase the existing professional services agreement with James Whattam from $24,500 to $29,500 to provide labor management services on issues related to negotiations of collective bargaining agreements with CUB, Local 44 and the Fraternal Order of Police. The current contract term is July 1, 2016 through June 30, 2018.

**Selection Methodology**

Contract Type: Contract Amendment
Multiple Award(s): No
Contract Term: July 1, 2016 through June 30, 2018
Lowest Bidder(s): N/A
Contract Increase: Yes – by $5,000
Vendor & Amount: James Whattam - $29,500.
Funding Source: Legal Affairs General Funds: 3001.18.00.0201.2140.0542.0312.000.0000
Solicitation Process: Selected pursuant to §3-106(2)(f) of the
Procurement Administrative Regulations, which allows for the award of a contract without competitive source selection for professional services in connection with legal matters.

MBE/WBE Results: N/A

Financial Implications

Vendor shall be paid at a rate of $150.00 per hour

Author: Tammy L. Turner, Chief Legal Counsel

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

17. PROCUREMENT - CHIEF OF SCHOOLS OFFICER

Subject 17.01 Agenda items were not submitted for this meeting.
Meeting Apr 24, 2018 - Public Board Meeting
Category 17. PROCUREMENT - CHIEF OF SCHOOLS OFFICER
Type Information

18. INFORMATION AND DISCUSSION

Subject 18.01 Legislative Wrap Up
Meeting Apr 24, 2018 - Public Board Meeting
Category 18. INFORMATION AND DISCUSSION
Type Information, Discussion

File Attachments
End of Session Presentation.pdf (528 KB)
2018 End of Session Report.pdf (2,176 KB)
### Subject
18.02 Curriculum Approval: Mathematics and Fine Arts

### Meeting
Apr 24, 2018 - Public Board Meeting

### Category
18. INFORMATION AND DISCUSSION

### Type
Information

**File Attachments**
- Curriculum Approval- Math and Fine Arts.pdf (1,096 KB)
- PreK and K General Music Scope and Sequence.pdf (393 KB)
- HS Survey of Music Scope and Sequence.pdf (301 KB)
- Grade 8 General Music Scope and Sequence.pdf (404 KB)
- Grade 7 General Music Scope and Sequence.pdf (402 KB)
- Grade 6 General Music Scope and Sequence.pdf (402 KB)
- Grade 5 General Music Scope and Sequence.pdf (301 KB)
- Grade 4 General Music Scope and Sequence.pdf (402 KB)
- Grade 3 General Music Scope and Sequence.pdf (392 KB)
- Grade 2 General Music Scope and Sequence.pdf (392 KB)
- General Music Grade 1 Scope and Sequence.pdf (393 KB)
- Music PK-2 Executive Summary.pdf (260 KB)
- High School Survey of Music Executive Summary.pdf (258 KB)
- Grades 6-8 General Music Executive Summary.pdf (357 KB)
- Grades 3-5 General Music Executive Summary.pdf (369 KB)
- Algebra 1 scope and sequence.pdf (138 KB)
- Algebra 2 scope and sequence.pdf (156 KB)
- College Readiness Mathematics scope and sequence.pdf (84 KB)
- Course Executive Summary Alg 1.pdf (68 KB)
- Course Executive Summary Alg 2.pdf (97 KB)
- Course Executive Summary College Readiness.pdf (69 KB)
- Course Executive Summary Geometry.pdf (68 KB)
- Course Executive Summary Pre Calculus (1).pdf (65 KB)
- Course Executive Summary Pre Calculus.pdf (65 KB)
- Geometry scope and sequence.pdf (85 KB)
- HS Fundamentals of Art Executive Summary.pdf (66 KB)
- HS Fundamentals of Art Scope and Sequence.pdf (92 KB)
- Math Grade 1 Executive Summary.pdf (66 KB)
- Math grade 1 scope and sequence.pdf (82 KB)
- Math Grade 2 Executive Summary.pdf (68 KB)
- Math grade 2 scope and sequence.pdf (94 KB)
- Math Grade 3 Executive Summary.pdf (67 KB)
- Math grade 3 scope and sequence.pdf (110 KB)
- Math Grade 4 Executive Summary.pdf (68 KB)
- Math grade 4 scope and sequence.pdf (88 KB)
- Math Grade 5 Executive Summary.pdf (66 KB)
- Math grade 5 scope and sequence.pdf (118 KB)
- Math Grade 6 Executive Summary.pdf (66 KB)
- Math grade 6 scope and sequence.pdf (78 KB)
- Math Grade 7 Executive Summary.pdf (65 KB)
- Math grade 7 scope and sequence.pdf (78 KB)
- Math Grade 8 Executive Summary.pdf (66 KB)
- Math grade 8 scope and sequence.pdf (129 KB)
- Math Grade K Executive Summary.pdf (67 KB)
- Math grade K scope and sequence.pdf (86 KB)
- Math Grade PreK Executive Summary.pdf (66 KB)
19. NOTICE OF UPCOMING MEETINGS

Subject 19.01 Upcoming Meetings
Meeting Apr 24, 2018 - Public Board Meeting
Category 19. NOTICE OF UPCOMING MEETINGS
Type Information

Baltimore City Board of School Commissioners

Regularly scheduled public meetings of the Baltimore City Board of School Commissioners are held on the second and fourth Tuesday of each month during the school year, and once a month during holiday and summer months.

The executive session begins at 3 p.m. at the district office, 200 E. North Ave., Baltimore, MD 21202. The public session begins at 6 p.m. and may last up to four hours. The public sessions are held at the district office in the 1st Floor Board Room. Schedule changes are publicized on the district website and posted throughout the district office.

For the 2017-18 school year, the meeting schedule is as follows:

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https://www.boarddocs.com/msbe/bcpsa/Board.nsf/goto?open&id=87UH9P7D677F# Page 44 of 45
### Public Comment:
Up to 10 members of the public may register for an opportunity to speak by signing the public comment sign-up sheet. The sign-up sheet is available in the lobby outside the 1st Floor Board Room from 4:30 to 5:45 p.m. on the day of each Board meeting. All public comments should address agenda items or items of educational interest. For more information regarding public comment procedures, please visit the Board section of the City Schools website at www.baltimorecityschools.org.

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200 E. North Avenue, Room 406 • Baltimore, Maryland 21202 • Phone: (443) 642-4095 • Fax: (410) 545-3613
Visit us on the web at: www.baltimorecityschools.org

## 20. ADJOURNMENT

### Subject  
20.01 Adjournment

**Meeting**  
Apr 24, 2018 - Public Board Meeting

**Category**  
20. ADJOURNMENT

**Type**  
Action

### Motion & Voting

to adjourn the meeting at 9:50 p.m.

Motion by Martha James-Hassan, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Agenda Item Details

Meeting: Apr 24, 2018 - Public Board Meeting
Category: 8. CONSENT AGENDA VOTE
Subject: 8.04 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements
Type: Action (Consent)
Recommended Action: Approve the waiver request as presented for the 6 schools identified as eligible innovative schools.

Waiver Application for Post-Labor Day Executive Order Requirements SY18-19.pdf (697 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
TO: Members of the State Board of Education

FROM: Karen B. Salmon, Ph.D.

DATE: May 22, 2018

SUBJECT: School Calendar Waiver Application- Addendum #2

PURPOSE:

The purpose of this agenda item is to request approval of the application to waive the post-Labor Day school start date for five schools in Baltimore City for the 2018-2019 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

On August 31, 2016, Governor Larry Hogan issued Executive Order 01.01.2016.09 which requires all Maryland kindergarten through grade 12 public schools to open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for every public school in Maryland shall adjourn no later than June 15. Local boards of education have the option to apply for a waiver of the requirements set forth in the Executive Order.

On October 12, 2016, Governor Hogan amended the original Executive Order to establish parameters for school boards to apply for waivers. To be eligible for a waiver, the local board must demonstrate that the school system has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Pursuant to the amended Executive Order 01.01.2016.13, the State Board of Education was charged with establishing a timeline for waiver applications; identifying additional information needed from local school boards to comply with the requirements of the Executive Order; and rendering decisions on submitted waiver applications. On December 5, 2016, the State Board of Education approved the application and process for local boards of education to submit a waiver request for the requirements in Executive Order 01.01.2016.13.
EXECUTIVE SUMMARY:

The Maryland State Department of Education received an application from Baltimore City Public Schools to waive the post-Labor Day school start date for five schools. Baltimore City Public Schools is requesting a waiver using the compelling justification of adoption of an innovative school schedule. In order to be eligible for a waiver, a school must adopt an innovative schedule that will not allow for prolonged lapses in instructional time. Qualifying schools are those designated as low-performing, at-risk, or charter. The table below identifies the school name, classification, and innovative schedule.

<table>
<thead>
<tr>
<th>School Name</th>
<th>School Classification</th>
<th>Innovative Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Harford Heights Elementary</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>James McHenry Elementary/Middle</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>Mary Rodman Elementary</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>Academy for College and Career Exploration (ACCE)</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>Commodore John Rodgers Elementary/Middle</td>
<td>N/A</td>
<td>Extended Year</td>
</tr>
</tbody>
</table>

Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The Baltimore City Board of School Commissioners conducted public meetings on April 24, and May 8, 2018 to consider and approve the waiver application. The minutes from the meetings are included in the attached waiver application. Commodore John Rodgers Elementary/Middle School exited low-performing school status at the end of the 2015-2016 school year and was granted a post-Labor Day school start date waiver for school year 2017-2018 because it serves as a model for this cohort of Turnaround Schools and also adopts an innovative school schedule.

ACTION:

It is requested that the Maryland State Board of Education approve the request to waive the post-Labor Day school start date for Harford Heights Elementary School; James McHenry Elementary/Middle School; Mary Rodman Elementary School; Academy for College and Career Exploration (ACCE); and Commodore John Rodgers Elementary/Middle School for the 2018-2019 school year.

Attachment: Waiver Application from Baltimore City Public Schools
TO: Members of the State Board of Education

FROM: Karen B. Salmon, Ph.D. KBS/GPS

DATE: May 22, 2018

SUBJECT: School Calendar Waiver Application- Addendum #2

PURPOSE:

The purpose of this agenda item is to request approval of the application to waive the post-Labor Day school start date for five schools in Baltimore City for the 2018-2019 school year.

BACKGROUND/HISTORICAL PERSPECTIVE:

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On October 12, 2016, Governor Hogan amended the original Executive Order to establish parameters for school boards to apply for waivers. To be eligible for a waiver, the local board must demonstrate that the school system has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Pursuant to the amended Executive Order 01.01.2016.13, the State Board of Education was charged with establishing a timeline for waiver applications; identifying additional information needed from local school boards to comply with the requirements of the Executive Order; and rendering decisions on submitted waiver applications. On December 5, 2016, the State Board of Education approved the application and process for local boards of education to submit a waiver request for the requirements in Executive Order 01.01.2016.13.
EXECUTIVE SUMMARY:

The Maryland State Department of Education received an application from Baltimore City Public Schools to waive the post-Labor Day school start date for five schools. Baltimore City Public Schools is requesting a waiver using the compelling justification of adoption of an innovative school schedule. In order to be eligible for a waiver, a school must adopt an innovative schedule that will not allow for prolonged lapses in instructional time. Qualifying schools are those designated as low-performing, at-risk, or charter. The table below identifies the school name, classification, and innovative schedule.

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<td>Low-Performing School</td>
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<td>3. Mary Rodman Elementary</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>4. Academy for College and Career Exploration (ACCE)</td>
<td>Low-Performing School</td>
<td>Extended Year</td>
</tr>
<tr>
<td>5. Commodore John Rodgers Elementary/Middle</td>
<td>N/A</td>
<td>Extended Year</td>
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ACTION:

It is requested that the Maryland State Board of Education approve the request to waive the post-Labor Day school start date for Harford Heights Elementary School; James McHenry Elementary/Middle School; Mary Rodman Elementary School; Academy for College and Career Exploration (ACCE); and Commodore John Rodgers Elementary/Middle School for the 2018-2019 school year.

Attachment: Waiver Application from Baltimore City Public Schools
May 15, 2018

Karen B. Salmon, Ph.D.
State Superintendent of Schools
Maryland State Department of Education
200 West Baltimore Street
Baltimore, MD 21201

Dear Dr. Salmon:

On December 12, 2017, Baltimore City Public Schools (City Schools) adopted its academic calendar for school year 2017-2018 within the parameters of Executive Order 01.01.2016.13 (Order). Per the State Board’s request, City Schools will be revising and adopting an academic calendar for 2018-2019 school year during its June 12, 2018 board meeting. The results of that meeting will not impact the request outlined below.

City Schools recognizes the challenges faced by low-performing schools and seeks to continue our partnership with the Maryland State Department of Education to leverage rigorous instruction and professional development through an innovative academic and professional learning schedule for the cohort of schools identified in our 100 Percent Project Strategy.

As a cohort, the schedules of the four (4) School Improvement Grant (SIG IV) participants—Harford Heights Elementary, James McHenry Elementary/Middle, Mary Rodman Elementary, and Academy for College and Career Exploration (ACCE)—align with the lead school and former SIG School, Commodore John Rodgers Elementary/Middle. Of note, ACCE, a secondary school, is an incoming participant and the final identified School Improvement Grant (SIG) IV School participating in the 100 Percent Project.

Schools in the 100 Percent Project support a schedule in which students and instructional staff return on Monday, August 28, 2017 to begin the instructional year in order to limit student summer learning loss by completing five (5) instructional days before the Labor Day start. In the week prior to August 28, instructional staff will participate in five (5) additional days of cohort-specific professional development. Finally, on a weekly basis throughout the school year, school calendars are structured to support an early release on Fridays for continued staff development. This schedule supports a focus on culture and climate, staff development, and academic growth for students.

On April 24, 2018, the Baltimore City Board of School Commissioners (Board) considered and approved the internal waiver applications for the initial participating schools and the lead school during a public board meeting. On May 8, 2018, the Board approved an amended request to include ACCE. The Board recommends and intends to waive the Order requirements for the schools identified in its 100 Percent Project Strategy.

Thank you for your consideration of this request. Enclosed you will find an overview of the request, summary of the cohort’s innovative school schedules, and materials from both public board meetings.

Sincerely,

Sonja Brookins Santelises, Ed.D.
Chief Executive Officer

CC: Baltimore City Board of School Commissioners
   Members, Senior Cabinet

200 East North Avenue • Baltimore, Maryland 21202 • Visit us on the web at www.baltimorecityschools.org
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

Overview:

Executive Order 01.01.2016.13 requires all kindergarten through grade 12 public schools in Maryland to be open for pupil attendance no earlier than the Tuesday immediately following the nationally observed Labor Day holiday. The school year for each public school in Maryland shall adjourn no later than June 15. Local boards of education retain the full responsibility for establishing annual academic calendars within the parameters of the Executive Order. The Executive Order does not apply to the operation of year-round schools. The entire Executive Order may be found on the following webpage: https://governor.maryland.gov/wp-content/uploads/2016/10/EO.01.01.2016.13.pdf

Waiver Applications:

Local boards of education may apply for waivers of the requirements set forth in the Executive Order. To be eligible for a waiver, the local board must demonstrate that it has met all requirements for at least one compelling justification and has conducted at least one public meeting at which the waiver application was considered and approved. Compelling justification includes:

1. The adoption of an innovative school schedule for low-performing, at-risk, or charter schools. Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where innovative school schedules are offered.

2. The school system has closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions.

Any waiver granted by the State Board of Education using this waiver application shall be for the 2018-2019 school year only. Local boards of education may apply annually for a waiver of the requirements in Executive Order 01.01.2016.13.

Timeline for Submission of Waiver Application:

Waiver applications will be accepted on a rolling basis. Decisions regarding waiver requests will be made at the State Board Meeting immediately following receipt of the application. For example, if a waiver application is received on January 31, 2018 then the State Board will render a decision at the February 27, 2018 meeting. A list of State Board meeting dates may be found on the following webpage: http://marylandpublicschools.org/stateboard/Pages/Meetings-2018.aspx. The local Superintendent or Chief Executive Officer and Board President will be notified in writing of the State Board’s decision. The final date to submit an application for a waiver of requirements in Executive Order 01.01.2016.13 for the 2018-2019 school year is March 31, 2018.

Waiver applications and supporting documents may be emailed to Charlene Necessary at charlene.necessary@maryland.gov or mailed to:

Maryland State Board of Education
Attention: Charlene Necessary
200 West Baltimore Street
Baltimore, Maryland 21201

November 27, 2017
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

Directions: There are five sections to the waiver application. All sections of the application must be complete for waiver requests to be considered by the State Board of Education. Include any required supporting documentation when submitting this application.

1. Select the name of the school system represented in the waiver request.
   - □ Allegany
   - □ Anne Arundel
   - ☑ Baltimore City
   - □ Baltimore
   - □ Calvert
   - □ Caroline
   - □ Carroll
   - □ Cecil
   - □ Charles
   - □ Dorchester
   - □ Frederick
   - □ Garrett
   - □ Harford
   - □ Howard
   - □ Kent
   - □ Montgomery
   - □ Prince George’s
   - □ Queen Anne’s
   - □ St. Mary’s
   - □ Somerset
   - □ Talbot
   - □ Washington
   - □ Wicomico
   - □ Worcester

2. Select the type of waiver being requested by the local school board.
   - ☑ Request to waive the post-Labor Day school start date.
   - □ Request to waive the June 15 school end date.
   - □ Request to waive both the post-Labor Day school start date and June 15 school end date.

3. Select the compelling justification for the waiver request.
   Compelling justification includes adoption of an innovative school schedule (3a) or emergency school closing (3b). At least one compelling justification category must be selected.
   - ☑ 3a. Compelling Justification: Adoption of an Innovative School Schedule.
   Any waiver granted by the State Board of Education for an innovative school schedule shall only apply to those schools where the innovative school schedules are offered. Education Article §7.103.1 defines innovative school schedules to include, “...extended year, year-round schooling, or other school scheduling models that do not allow for prolonged lapses in instructional time...” Qualifying schools are those designated as low-performing, at-risk, or charter. A summary of the innovative school schedule must be attached to application.

   Identify the low-performing, at-risk, and/or charter schools for a waiver request on the next page.

   See attached.

November 27, 2017
Adoption of an Innovative School Schedule for Low-Performing Schools

Low-performing schools, or Maryland’s Priority Schools, are the 5% of all Title I schools that are the lowest achieving on state assessments; and/or have graduation rates below 67%; or receive Title I school improvement funds under Section 1003g. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.

See attached.

Adoption of an Innovative School Schedule for At-Risk Public Schools

At-risk public schools, or Maryland’s Focus Schools, are those in the top 10% of Title I schools that have the largest within-school gaps between the highest-achieving subgroup and the lowest-achieving subgroup; and Title I high schools with less than 60% graduation rates over a number of years. A list of qualifying schools can be found on the following webpage:
http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf

Identify the names of qualifying schools to be considered for a waiver below. Attach a summary of the innovative school schedule to this application.
Waiver Application for Post-Labor Day School Start Date and/or June 15 School End Date

☐ Adoption of an Innovative School Schedule for Charter Schools
Guidance regarding charter schools may be found on the following webpage:
http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/index.aspx

Identify the names of qualifying schools to be considered for a waiver below. 
Attach a summary of the innovative school schedule to this application.

☐ 3b. Compelling Justification: Emergency School Closing.
Eligible local school systems are those that have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Select the qualifying school system below.

☐ Allegany County  ☐ Garrett County
☐ Caroline County  ☐ Harford County
☐ Carroll County  ☐ Talbot County
☐ Dorchester County

4. Local school boards are required to conduct at least one public meeting to consider and approve the waiver application. In the table below, identify all public meeting dates, times, and locations where the waiver application was considered and approved. Attach the meeting minutes for each date identified.

<table>
<thead>
<tr>
<th>Date of Public Meeting</th>
<th>Time of Public Meeting</th>
<th>Location of Public Meeting</th>
</tr>
</thead>
</table>
| Tuesday, April 24, 2018 | 5:00 PM                | Baltimore City Public Schools  
200 E. North Avenue  
Baltimore, MD 21202 |
| Tuesday, May 8, 2018   | 5:00 PM                | Baltimore City Public Schools  
200 E. North Avenue  
Baltimore, MD 21202 |

November 27, 2017
5. Signatures of Superintendent or Chief Executive Officer and Board President.
Signing below indicates that the local board of education has reviewed and approved all sections in this waiver application.

Signature of Superintendent or Chief Executive Officer

Date

May 15, 2018

Signature of School Board President

Date
<table>
<thead>
<tr>
<th>School Name</th>
<th>School Type</th>
<th>Priority</th>
<th>Overview</th>
<th>Total Number of Students</th>
<th>Last Day for Students to Show Proof of Coverage</th>
<th>Waiver Application Deadline</th>
<th>Post-Labor School Start Date</th>
<th>8/17/18</th>
<th>6/14/18</th>
<th>6/17/18</th>
<th>6/19/18</th>
<th>6/12/18</th>
<th>6/14/18</th>
</tr>
</thead>
</table>
**Agenda Item Details**

- **Meeting:** Apr 24, 2018 - Public Board Meeting
- **Category:** 8. CONSENT AGENDA VOTE
- **Subject:** 8.03 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements: 100% Project Schools
- **Type:** Action (Consent)
- **Recommended Action:** Approve the waiver request so that the schedules of three (3) participating schools - Harford Heights Elementary, James McHenry Elementary/Middle, and Mary Rodman Elementary - would continue to align with the lead school and former SIG Priority School, Commodore John Rodgers Elementary/Middle.

[Waiver Application for Post-Labor Day Executive Order Requirements- 100 Percent Project Schools SY18-19.pdf (667 KB)]

*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannan - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Tuesday, April 24, 2018
Public Board Meeting

200 East North Avenue
1st Floor Board Room
6:00pm

1. OPENING OF MEETING AND EXECUTIVE SESSION

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.01 The Board may adjourn to closed session in accordance with Section 10-508 of the State Government Article of the Annotated Code of Maryland.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
<td>1. OPENING OF MEETING AND EXECUTIVE SESSION</td>
</tr>
<tr>
<td>Type</td>
<td>Information, Discussion</td>
</tr>
</tbody>
</table>

File Attachments
4-24-18 Public Agenda updated 04.20.2018.pdf (739 KB)

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.02 Reopening of Public Business Meeting - Call to Order: Presentation of Colors</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
<td>1. OPENING OF MEETING AND EXECUTIVE SESSION</td>
</tr>
<tr>
<td>Type</td>
<td>Action</td>
</tr>
</tbody>
</table>

**Motion & Voting**

Motion to re-open to public board meeting at 5:08p.m.

Motion by Peter Kannam - Vice Chair, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

<table>
<thead>
<tr>
<th>Subject</th>
<th>1.03 Recognition of Student Performers &amp; JROTC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
<td>1. OPENING OF MEETING AND EXECUTIVE SESSION</td>
</tr>
<tr>
<td>Type</td>
<td>---</td>
</tr>
</tbody>
</table>
Subject: 1.04 Moment of Silence
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type: Information

The public will observe a moment of silence.

Subject: 1.05 Approval of prior open session minutes and closed session summaries.
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 1. OPENING OF MEETING AND EXECUTIVE SESSION
Type: Action
Recommended Action: To approve items as presented.

File Attachments
4-10-2018 Summary of Executive Closed Session and Transcribed Board Meeting Minutes.pdf (2,186 KB)

Motion & Voting
To approve items as presented.

Motion by Muriel Berkeley, second by Martha James-Hassan.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

2. BOARD COMMITTEE REPORTS

Subject: 2.01 OPERATIONS COMMITTEE
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 2. BOARD COMMITTEE REPORTS
Type:

Subject: 2.02 POLICY COMMITTEE
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 2. BOARD COMMITTEE REPORTS
Type:


3. BOARD CHAIR COMMENTS

Subject 3.01 Board Chair Comments
Meeting Apr 24, 2018 - Public Board Meeting
Category 3. BOARD CHAIR COMMENTS
Type Report

Subject 3.02 There were no donations reported for this time period.
Meeting Apr 24, 2018 - Public Board Meeting
Category 3. BOARD CHAIR COMMENTS
Type Information

4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Subject 4.01 Personnel, Employment and Payroll (PEP) Report
Meeting Apr 24, 2018 - Public Board Meeting
Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS
Type Action (Consent)

Recommended Action Approve the PEP as presented.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Subject  
4.02 Appeals and Hearings Case No. 17-18g

Meeting  
Apr 24, 2018 - Public Board Meeting

Category  
4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Type  
Action (Consent)

Recommended Action  
to approve as presented.

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnie, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

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Subject  
4.03 Appeals and Hearings Case No. 17-32a

Meeting  
Apr 24, 2018 - Public Board Meeting

Category  
4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Type  
Action (Consent)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnie, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

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Subject  
4.04 Appeals and Hearings Case No. 17-61a

Meeting  
Apr 24, 2018 - Public Board Meeting
4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

5. CEO'S COMMENTS

Subject 5.01 CEO's Comments
Meeting Apr 24, 2018 - Public Board Meeting
Category 5. CEO'S COMMENTS

File Attachments
Summer System Building in Baltimore- The Summer Funding Collaborative and the Summer Planning Group.pdf (1,070 KB)

6. CONSENT AGENDA REVIEW- NO VOTE

Subject 6.01 Consent Agenda Review
Meeting Apr 24, 2018 - Public Board Meeting
Category 6. CONSENT AGENDA REVIEW- NO VOTE

SECTION 9 – CHIEF EXECUTIVE OFFICER
1. BLACKBOARD (SCHOOLWIRES INC.) ......................................................... Ops April 17
2. SPECIAL EDUCATION RELATED SERVICES ......................................... Ops April 17
3. DEZALU FINANCIAL CONSULTANT’S, LLC. ...................................... Ops April 17
SECTION 11 - CHIEF FINANCIAL OFFICER 1. US FOODS ...................... Ops April 17
2. SCHMIDT BAKING COMPANY .............................................................. Ops April 17
3. COASTAL SUNBELT, INC. .................................................................Ops April 17
4. AMAZON BUSINESS .........................................................................Ops April 17

SECTION 12 - CHIEF INFORMATION TECHNOLOGY OFFICER
1. AT&T MOBILITY NATIONAL ACCOUNTS, LLC ................................. Ops April 17
### SECTION 13 - CHIEF OPERATING OFFICER

1. VEOLIA BALTIMORE ENERGY COMPANY ......................................................... Ops April 17
2. HERTRICH FLEET SERVICES, INC. ................................................................. Ops April 17
3. P2 CLEANING SERVICES, GUARDIAN LANDSCAPING, LORENZ, INC. ........... Ops April 17
4. CHILMAR CORPORATION .............................................................................. Ops April 17
5. PATRIOT POOL SERVICE, LLC. ..................................................................... Ops April 17
6. JOHN W. BRAWNER CONTRACTING COMPANY, INC. ............................... Ops April 17
7. T.J. DISTRIBUTORS, INC. .............................................................................. Ops April 17
8. COMMERCIAL CABLING & SOUND, INC....................................................... Ops April 17

### SECTION 15 - CHIEF ACHIEVEMENT AND ACCOUNTABILITY OFFICER

1. SCRIBBLES SOFTWARE .................................................................................. Ops April 17

### SECTION 16 - CHIEF LEGAL OFFICER

1. JAMES WHATTM .............................................................................................. Ops April 17

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**File Attachments**

- Procurement- April 24 2018.pdf (717 KB)

### 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

<table>
<thead>
<tr>
<th>Subject</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.01 Special Recognitions</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>7.02 Parent Community Advisory Board (PCAB) - Trish Garcia Pilla, Chair</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>7.03 Baltimore Teachers Union (BTU) – Cindy Sjoquist, Representative</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>7.04 Special Education Citizens Advisory Committee (SECAC)</td>
<td>Apr 24, 2018 - Public Board Meeting</td>
</tr>
</tbody>
</table>

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7.05 PTA Council of Baltimore City (PTACBC)
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type:

7.06 American Federation of State, County and Municipal Employees (AFSCME)
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type:

7.07 Public School Administrators and Supervisors Association (PSASA)
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type:

7.08 City Union of Baltimore (CUB)
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type:

7.09 Associated Student Congress for Baltimore City (ASCBC)
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type:

7.10 General Public Comment
Meeting: Apr 24, 2018 - Public Board Meeting
7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

Category: Discussion

Up to ten members of the public may register for an opportunity to speak by signing Public Comment Sign-up sheet located at the Information Desk in the front lobby. The Public Comment Sign-up sheet will be made available on the day of the regularly scheduled public board meeting from 4:30 p.m. to 5:45 p.m. or until the ten speaking opportunities have been taken. Groups shall designate only one (1) person to speak on their behalf; no more than one entry on the sign-up sheet will be recognized at a board meeting. Each person wishing to speak MUST complete the following information on the Public Comment Sign-up sheet or they may void their opportunity to speak:

- a. name;
- b. address;
- c. email address (if applicable)
- d. telephone number (if applicable);
- e. school / civic / community affiliation; and
- f. agenda topic about which the registrant wishes to speak.

4. Each speaker shall be limited to three minutes. **Individuals that have not fully completed the Public Comment Sign-up sheet may not be called for public comment.**

5. No speaker may use the opportunity to air employee grievances or make complaints on behalf of specific, individual students. Speakers are prohibited from discussing any matters that might come before the Board in the form of an appeal.

6. Speakers may not yield their time to another individual.

7. Time shall be kept by designated staff, and an audible warning shall be given at the conclusion of the three minutes of allotted time. When the speaker’s time has expired, he or she may thereafter conclude his or her remarks in a sentence or two, but may not exceed an additional 15 seconds time. The Chair shall then call for the next speaker.

8. The Chair shall rule out of order the comments of any speaker who verbally and personally attacks a school system employee or Board member. Any comments made after the speaker is ruled out of order shall not be part of the formal record (minutes) of the meeting.

9. The Chair shall also rule out of order the comments of any speaker who strays from the agenda item/topic on which the person signed up to speak.

10. A person attending an open session of the Board may not engage in any conduct that disrupts the session or that interferes with the right of members of the public to attend and observe the session.

8. CONSENT AGENDA VOTE
Subject 8.01 Extension of SY17-18 Calendar
Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action The Chief Executive Officer requests the Board of School Commissioners approval to extend the current academic calendar two (2) days beyond June 15th, ensuring compliance with the State’s 180-day instructional requirement. Monday June 18th and Tuesday June 19th would be added as regular school days for students and staff.

File Attachments
REQUEST TO EXTEND SCHOOL YEAR 2017-2018.pdf (373 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.02 Feasibility Study: Cross Country Elementary/Middle
Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action Approve the feasibility study as presented.

File Attachments
180412_Cross_Country EAP_Option_6.pdf (19,189 KB)
Year 2 Feasibility Study Summary and Budget - Cross Country EM.pdf (414 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.
Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.03 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements: 100% Project Schools

Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action Approve the waiver request so that the schedules of three (3) participating schools - Harford Heights Elementary, James McHenry Elementary/Middle, and Mary Rodman Elementary - would continue to align with the lead school and former SIG Priority School, Commodore John Rodgers Elementary/Middle.

File Attachments
Waiver Application for Post-Labor Day Executive Order Requirements- 100 Percent Project Schools SY18-19.pdf (667 KB)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 8.04 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements

Meeting Apr 24, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA VOTE
Type Action (Consent)
Recommended Action  
Approve the waiver request as presented for the 6 schools identified as eligible innovative schools.

File Attachments
Waiver Application for Post-Labor Day Executive Order Requirements SY18-19.pdf (697 KB)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject  
8.05 Calvin Rodwell Elementary School Grade Reconfiguration

Meeting  
Apr 24, 2018 - Public Board Meeting

Category  
8. CONSENT AGENDA VOTE

Type  
Action

Recommended Action  
Approve the recommendation to change the grade configuration of Calvin Rodwell Elementary School from pre-kindergarten through grade 5 to pre-kindergarten through grade 8 effective in SY 2018-19

File Attachments
Calvin Rodwell Elementary School Grade Reconfiguration.pdf (328 KB)

Motion & Voting
Approve the recommendation to change the grade configuration of Calvin Rodwell Elementary School from pre-kindergarten through grade 5 to pre-kindergarten through grade 8 effective in SY 2018-19

Motion by Martha James-Hassan, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden
Abstain: Johnette A Richardson

Subject  
8.06 Waiver Request: FKA (Baltimore Teacher Network)

Meeting  
Apr 24, 2018 - Public Board Meeting

https://www.boarddocs.com/mabe/bcpss/Board.nsf/goto?open&id=87UHP87D677F#
8. CONSENT AGENDA VOTE

Action (Consent)

That the Board approve a waiver from policy FKA: Procedures for the Public Use of Board School Facilities, so that the BTN can host a Gubernatorial Town Hall on May 8th.

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject

8.07 Board Resolution 18-01 - School Safety

Meeting
Apr 24, 2018 - Public Board Meeting

Category 8. CONSENT AGENDA VOTE

Type Action (Consent)

Recommended Action
To Approve Board Resolution 18-01 as written.

File Attachments
Resolution - School Safety (18-01) FINAL DRAFT.pdf (278 KB)

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
9. PROCUREMENT - CHIEF EXECUTIVE OFFICER

Subject 9.01 Blackboard (Schoolwires Inc.)
Meeting Apr 24, 2018 - Public Board Meeting
Category 9. PROCUREMENT - CHIEF EXECUTIVE OFFICER
Type Action (Consent)

Recommended Action The Executive Director of Communications (under the Chief of Staff) requests the Board’s approval to extend and increase the contract with Blackboard (Schoolwires Inc.) to continue to provide and support City Schools’ website. The six-month extension is necessary to continue the subscription and server-maintenance services. The current contract term is July 1, 2017 through June 30, 2018 with a request to extend through December 31, 2018. The current contract amount is $65,965.13 with a request to increase by $33,253.65 to $99,218.78.

Section 09.01
CHIEF EXECUTIVE OFFICER
Blackboard (Schoolwires Inc.)
Website Content Management System

Request of the Board

The Executive Director of Communications (under the Chief of Staff) requests the Board’s approval to extend and increase the contract with Blackboard (Schoolwires Inc.) to continue to provide and support City Schools’ website. The six-month extension is necessary to continue the subscription and server-maintenance services.

The current contract term is July 1, 2017 through June 30, 2018 with a request to extend through December 31, 2018. The current contract amount is $65,965.13 with a request to increase by $33,253.65 to $99,218.78.

<table>
<thead>
<tr>
<th>Product or Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Licensed Software - Centricity2 Core Software subscription</td>
<td>$30,028.40</td>
</tr>
<tr>
<td>Annual Server Maintenance - Centricity Server Maintenance (Client Hosted)</td>
<td>$3,225.26</td>
</tr>
<tr>
<td>Total Annual Cost</td>
<td>$33,253.65</td>
</tr>
</tbody>
</table>

Selection Methodology

Contract Type: Contract Extension
Multiple Awards: No
Contract Term: July 1, 2018, through December 31, 2018
Prior Contract End Date: June 30, 201
Lowest Bidder(s) N/A
Contract Increase Yes – $33,253.65
Vendor & Amount: Blackboard (aka Schoolwires, Inc.) – $99,218.78
Funding Source: Communication Dept. General Funds: 3001.18.00.0201.2140.0543.0335
Solicitation process: Pursuant to Section 3-101(4) of the Procurement Administrative Regulations, in October 2009, the Board of the Gary I. Strausberg Fund received ten (10) proposals. Schoolwires, Inc. was recommended for award by the Board of the Gary I. Strausberg Fund and an Evaluation Committee consisting of City Schools’ personnel. Schoolwires ranked 1st in technical response and 2nd in financial proposals. The Evaluation Committees recommended award to Schoolwires, Inc. because its Web

https://www.boarddocs.com/mabe/bcpss/Board.nsf/goto?open&id=87UHP87D677F#
Content Management System was able to accommodate City Schools' growing and changing communications and technology needs over time. MBE/WBE Results: N/A

Evidence of Effectiveness
City Schools is in the process of implementing a new website under a recently approved contract with Digicon that was approved by the Board on February 27, 2018. The contract extension with Schoolwires/Blackboard will enable the district to continue the existing website until the new website launches on January 1, 2019.

Author: Anne Fullerton, Executive Director - Communications

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject

9.02 Special Education Related Services

Meeting
Apr 24, 2018 - Public Board Meeting

Category
9. PROCUREMENT - CHIEF EXECUTIVE OFFICER

Type
Action (Consent)

Recommended Action
The Office of New initiatives and the Executive Director of Special Education requests the Board’s approval of competitively bid requirement contracts with six vendors (listed below) to provide related services (social work, psychology, speech language pathology, physical therapy, and occupational therapy) to Charter Schools. The term of the contract is April 25, 2018 through June 30, 2023. The estimated annual amount is $100,000. The cost for these services is based on the proposals submitted in response to the solicitation.

Section 09.02
CHIEF EXECUTIVE OFFICER

Special Education Related Services

Request of the Board
The Office of New initiatives and the Executive Director of Special Education requests the Board’s approval of competitively bid requirement contracts with six vendors (listed below) to provide related services (social work, psychology, speech language pathology, physical therapy, and occupational therapy) to Charter Schools.
The term of the contract is April 25, 2018 through June 30, 2023. The estimated annual amount is $100,000. The cost for these services is based on the proposals submitted in response to the solicitation.

Historically, all City Schools have utilized related Service Providers (special education) that have been recruited and managed by the Office of Related Services and part of the Office of Special Education, as overseen by an Executive Director and the Chief Academic Officer.

Charter Schools in the district have requested the ability to seek proposals for related services to be provided by agencies/vendors external to those contracted by City Schools. As such, City Schools partnered with Charter Schools to seek competitive proposals to prequalify a pool of vendors to provide those services in accordance with the districts’ procedures.

Related Services include: direct IEP and 504 services to students, conducting assessments, report writing, attendance at SST and IEP meetings, completion of electronically filed encounter notes, completion of progress reports and IEP report cards, and parent/teacher (indirect) consultations. Also, related service providers must complete third party billing documentation per district policy. Vendor and provider selection will be based on the lowest cost qualified applicant.

Each Charter School that chooses to use one of the vendors above will execute an agreement with City Schools. During the term of the agreement, the Operator is responsible to work with Related Services, Office of Special Education, to oversee activities of the vendor who shall provide the related services of: physical therapy, occupational therapy, social work, school psychology, and speech-language pathology special education support services, as required in each student’s Individualized Education Program or 504 plan who attends the Charter School. The Operator will work with the Office of Special Education to ensure compliance with IDEA, COMAR, Section 504, the American with Disabilities Act and all other applicable laws and regulations. All activities will be provided in coordination with City Schools’ Office of Special Education.

City Schools will make the cash equivalent funding available in K12Buy to each Charter School for the expense associated with provision of the Related Services described above.

The Operator will work collaboratively with Related Services, Office of Special Education, to ensure that any contracted clinicians are provided with clinical supervision by someone of like discipline who is appropriately trained, certified, and/or licensed in keeping with industry standards and Federal and State laws. At its discretion, City Schools may replace and/or supervise a clinician if services being provided by a Charter School’s contracted clinician is determined to not be of acceptable quality.

The Operator will submit documentation verifying provision of services to the Related Services Unit on a monthly basis. The Operator will also follow accepted district, clinical practice relative to caseload, will follow all district business rules related to documentation and compliance and will cooperate with all audits.

**Selection Methodology**

Contract Type: Requirements Contract  
Multiple Award: Yes  
Contract Term: April 25, 2018 through June 30, 2023  
Prior Contract End Date: N/A  
Lowes Bidder: N/A  
Contract Increase: No  
Vendors and Amount: Est. annual amount $100,000/yr.  
Cumberland Therapy Services  
EDU Healthcare  
Progressus Therapy (INVO)  
Staffing Plus  
Staff Rehab  
Therapy Source Inc.  
Funding Source: SPED Funds and Charter School Budgets
Solicitation Process: Selection is in accordance with Section 3-101(3) of the Procurement Administrative Regulation. On August 10, 2017, City Schools received nineteen (19) proposals in response to RFP-17071. Eleven (11) proposals were deemed to be responsible and responsive and were evaluated and ranked by the Evaluation Committee based on technical responses and financial proposals in accordance with the evaluation criteria outlined in the RFP. The Evaluation Committee recommends award to six (6) vendors as their proposals exhibit a superior understanding of City Schools' needs and identifies several approaches that align with City Schools' vision.

MBE/WBE Results: A waiver for this solicitation was granted due to the specific scope of services; the delivery of Special Education services, and as such do not provide for additional sub-contracting opportunities.

Evidence of Effectiveness

Three of the proposed vendors (Cumberland, Progressus, and Staffing Plus) already have contracts with the Office of Special Education. Review of assessments, clinical notes and direct observation by clinical managers employed by City Schools, indicate that the clinicians provided by these vendors have consistently been very professional, timely when reporting to schools, and active members of school IEP teams. In addition, assessment reports and clinical encounter notes have consistently been completed on time and of high quality. At the school level, the students who have received therapy services from these vendors have demonstrated improvements in skill levels and overall positive clinical outcomes. This is reflected in progress notes, treatment notes, IEP report cards, and discharge summaries.

The remaining three vendors (EDU Healthcare, Staff Rehab, and Therapy Source) were judged by the reviewing panel to have submitted very thorough responses to the solicitation. Also, all three of these vendors provide all five of the requested related services.

Approval of these vendors will allow for continued provision of IEP and 504 Related Services, as required by Federal and State law. All six of the vendors selected appear to have a proven track record for the delivery of high quality services to children. Any clinicians selected will follow City Schools’ credential verification processes (degree, licensure, background, etc.).

Author: Laurel Freedman, Executive Director, Lillie May Carroll Jackson Charter School
James Padden, Director of Related Services
Dr. Debra Y. Brooks, Executive Director, Office of Special Education
Angela Alvarez, Executive Director, Office of New Initiatives

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject  9.03 DEZALU Financial Consultant’s, LLC

Meeting  Apr 24, 2018 - Public Board Meeting

Category  9. PROCUREMENT - CHIEF EXECUTIVE OFFICER
Type: Action (Consent)

Recommended Action: The Chief Executive Officer requests the Board's approval to enter into a professional services contract with DEZALU Financial Consultant's, LLC to provide services as the interim Chief Financial Officer for City Schools. The scope of work to be provided by this consultant will be coordinated by the Chief Executive Officer. The term of the contract is September 1, 2017 to June 30, 2018 with a one (1) year renewal option. The contract rate is $125.00 per hour.

Section 09.03
CHIEF EXECUTIVE OFFICER

DEZALU Financial Consultant's, LLC

Request of the Board

The Chief Executive Officer requests the Board's approval to enter into a professional services contract with DEZALU Financial Consultant's, LLC to provide services as the interim Chief Financial Officer for City Schools. The scope of work to be provided by this consultant will be coordinated by the Chief Executive Officer. The term of the contract is September 1, 2017 to June 30, 2018 with a one (1) year renewal option. The contract rate is $125.00 per hour.

Selection Methodology

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: September 1, 2017 to June 30, 2018 with a one (1) year renewal option
Lowest Bidder(s): N/A
Contract Increase: N/A

Vendor & Amount: DEZALU Financial Consultant's, LLC – Est. annual amt. $250,000.00
Funding Source: Finance General Funds: 3001.18.00.0201.2210.0590.0399.000.0000
Solicitation process: Pursuant to Section 3-106(2)(e) of the Procurement Administrative Regulations which states the CEO has determined it to be in the best interests of the board to award the contract without competitive source selection.
Justification Mr. Walker is uniquely suited to fill the requirements of this contract given his 30 years of financial experience with Baltimore City government. Mr. Walker has also served in numerous financial capacities with Baltimore City Public schools such as interim controller, Director of Food & Nutrition and Chief Financial Officer.

MBE/WBE Results: N/A

Evidence of Effectiveness

Mr. Walker will serve as Chief Financial Officer for Baltimore City Schools and will provide day-to-day management and oversight of the fiscal affairs of the Baltimore City Public School System as set forth in Md. Code Ann., Educ. 4-306 and Part D of the Board's Policies and Regulations. Funding is available in the Finance Department's budget.

Author: Alison Perkins-Cohen, Chief of Staff

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Motion & Voting

Approve the PEP as presented.
Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Subject  
10.01 Agenda items were not submitted for this meeting.

Meeting  
Apr 24, 2018 - Public Board Meeting

Category  
10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Type  
Information

11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Subject  
11.01 US Foods

Meeting  
Apr 24, 2018 - Public Board Meeting

Category  
11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type  
Action (Consent)

Recommended Action  
The Chief Financial Officer requests the Board’s approval to increase the contract with US Foods by $2.5M from $7.5M to $10M per year. The contract term is June 1, 2017 to May 31, 2018 plus one (1) one-year renewal option. US Foods provides for the purchase, storage, and delivery of frozen and refrigerated food products, commodities and dry/canned goods to various City School’s cafeterias. This increase is necessary due to the transition of a majority of purchases of USDA Commodities, approximately $3.0M/year, to US Foods. Food and Nutrition Services is required to distribute USDA commodity food products to school cafeterias.

Total expenditures for Frozen, Refrigerated and Dry/Canned Goods for FY2017 were $6,642,831. Total expenditures for USDA Commodity Goods were $3,169,078 in FY2017. FY2018 expenditures with US Foods are $6,086,133 through February 2018

Section 11.01

CHIEF FINANCIAL OFFICER

US Foods

Frozen, Refrigerated and Dry/Canned Goods Food Products

Contract Increase

Request of the Board

The Chief Financial Officer requests the Board’s approval to increase the contract with US Foods by $2.5M from $7.5M to $10M per year. The contract term is June 1, 2017 to May 31, 2018 plus one (1) one-year renewal option.

US Foods provides for the purchase, storage, and delivery of frozen and refrigerated food products, commodities and dry/canned goods to various City School’s cafeterias. This increase is necessary due to the transition of a majority of purchases of USDA Commodities, approximately $3.0M/year, to US Foods. Food and Nutrition Services is required to distribute USDA commodity food products to school cafeterias.

Total expenditures for Frozen, Refrigerated and Dry/Canned Goods for FY2017 were $6,642,831. Total expenditures for USDA Commodity Goods were $3,169,078 in FY2017. FY2018 expenditures with US Foods are $6,086,133
through February 2018

Below is a list of USDA Commodity vendors.

- J.T.M. Provisions Co., Inc.
- Schwan’s Food Service, Inc.
- Chef’s Corner Foods, Inc.
- Maid-Rite Specialty Foods LLC
- DBA Don Lee Farms
- Asian Food Solutions
- Rich Chicks LLC
- National Food Group, Inc.

Note: Pilgrim’s Pride USDA commodity products will continue to be purchased through USDA commodities contract and are excluded from this request

**Selection Methodology**

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: June 1, 2017 - May 31, 2018 plus one (1) one-year renewal option
Lowest Bidder(s): N/A
Contract Increase: Yes – $2.5M
Vendor & Amount: Premier - US Foods. – $10M per year
Funding Source: Food & Nutrition Account: 2001.XX.00.0213.0000.0761.0435.0000.0000
Solicitation Process: In accordance with 10-201 of City Schools’ Administrative Regulations, City Schools is piggybacking U.S. Communities competitively solicited Contract #13924, issued by Washington County Schools.
MBE/WBE Results: N/A

**Evidence of Effectiveness**

US Foods has provided satisfactory services as a supplier of frozen and refrigerated food products, commodities, and dry/canned goods to City Schools. Approval of this increase will allow schools to continue purchasing frozen and refrigerated food products, commodities, and dry/canned goods. This increase will allow City Schools to meet mandated school breakfast, snack, and lunch and supper program requirements in accordance with federal regulations.

**Financial / Budget Implications**

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

**Author:** Elizabeth Marchetta, Executive Director of Food & Nutrition

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam -
Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 11.02 Schmidt Baking Company

Meeting Apr 24, 2018 - Public Board Meeting

Category 11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type Action (Consent)

Recommended Action The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Schmidt Baking Company by $210,000 from $1,650,000 to $1,860,000 for the purchase of bread products. The contract term is September 1, 2016 through June 30, 2018, with two (2) one-year renewal options. Total contract expenditures for the initial contract term through March 2018 are $1,551,147. The increase is necessary to continue to provide bread products through June 30, 2018. The current board approved amount for this contract is $1,650,000.

Section 11.02
CHIEF FINANCIAL OFFICER
Schmidt Baking Company
Bread Products - Contract Increase

Request of the Board

The Chief Financial Officer requests the Board’s approval to increase the requirements contract with Schmidt Baking Company by $210,000 from $1,650,000 to $1,860,000 for the purchase of bread products. The contract term is September 1, 2016 through June 30, 2018, with two (2) one-year renewal options.

Total contract expenditures for the initial contract term through March 2018 are $1,551,147. The increase is necessary to continue to provide bread products through June 30, 2018. The current board approved amount for this contract is $1,650,000.

City Schools has seen an increase in the demand for bread due to the introduction of the Child and Adult Care Food Program (CACFP). Food and Nutrition Services is obligated to provide food products for school cafeteria usage for the breakfast, lunch and summer programs.

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: September 1, 2016 – June 30, 2018, with two (2) one-year renewal options
Lowest Bidder(s): N/A
Contract Increase: Yes - $210,000
Vendor & Amount: Schmidt Baking Company – $1,860,000
Funding Source: Food & Nutrition Account: 2001.XX.00.0213.0000.0761.0435
Solicitation Process: In accordance with 10-201 of City Schools Administrative Regulations, City Schools wishes to piggyback the competitively solicited contract 16CM-142, issued by Anne Arundel County Public Schools.
MBE/WBE Results: N/A

Evidence of Effectiveness

As a part of the menu offerings, City Schools’ cafeterias serve bread products to students daily. The availability of various bread products allows Food and Nutrition Services to meet mandated requirements for nutritious breakfasts and lunches according to the Federal Meals Program. Schmidt is the current provider of bread products to City Schools.
Financial / Budget Implications

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

Author: Elizabeth Marchetta - Executive Director Food & Nutrition

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

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Subject 11.03 Coastal Sunbelt, Inc.

Meeting Apr 24, 2018 - Public Board Meeting

Category 11. PROCUREMENT - CHIEF FINANCIAL OFFICER

Type Action (Consent)

Recommended Action The Chief Financial Officer requests the Board's approval to increase the requirements contract with Coastal Sunbelt, Inc. by $1.5M from $30.4M to $31.9M for the purchase of fresh fruits and vegetables. The current contract term is 5 years; October 1, 2013 through September 30, 2018. The current board approved amount for the 5 year term of the contract is $30.4M. The requested increase of $1.5M will accommodate continued purchases through September 30, 2018.

Section 11.03
CHIEF FINANCIAL OFFICER
Coastal Sunbelt, Inc.
Contract Increase

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Request of the Board

The Chief Financial Officer requests the Board's approval to increase the requirements contract with Coastal Sunbelt, Inc. by $1.5M from $30.4M to $31.9M for the purchase of fresh fruits and vegetables. The current contract term is 5 years; October 1, 2013 through September 30, 2018. The current board approved amount for the 5 year term of the contract is $30.4M. The requested increase of $1.5M will accommodate continued purchases through September 30, 2018.

The increase is necessary due to increased demand for fresh fruits and vegetables due to the introduction of the Child and Adult Care Food Program (CACFP). City Schools has experienced a 50% increase in the consumption of fresh fruits and vegetables since the contracts inception from approximately $3M per year in 2013 to today's consumption rate of $7M/year.

https://www.boarddocs.com/mabe/bcoss/Board.nsf/goto?open&id=87UHP87D677F
The contract provides fresh fruits and vegetables that are distributed daily to various City School’s cafeterias. Food and Nutrition Services is obligated to provide food products for school cafeteria usage.

**Selection Methodology**

Contract Type: Requirements Contract  
Multiple Award: No  
Contract Term: October 1, 2013 – September 30, 2018  
Lowest Bidder(s): N/A  
Contract Increase: Yes - $1,500,000  
Vendor & Amount: Coastal Sunbelt Inc. - $31,900,000  
Funding Source: Food & Nutrition Account: 2001.XX.00.0213.0000.0761.0435.0000.0000  
Maryland Fresh Fruit & Vegetable Grant: 2005.XX.01.0213.0000.0761.0435.0000.0000  
Solicitation Process: Pursuant to Section 3-101(3) of the Procurement Administrative Regulations, City Schools issued RFP-14004 on July 26, 2013. Materials Management received two (2) responses by the due date of August 12, 2013.  
MBE/WBE Results: N/A

**Evidence of Effectiveness**

Coastal Sunbelt has provided satisfactory services as a supplier of fresh produce to City Schools. Produce from Coastal Sunbelt Inc. enables City Schools to increase healthy meal options while reinforcing local economic responsibility. Approval of this increase will allow schools to continue purchasing fresh fruits and vegetables.  

By offering locally grown produce, Food and Nutrition Services can expand its menu options, provide healthy choices for students and increase meal participation. These funds are used to provide students fresh produce under Maryland's Fresh Fruit and Vegetable grant program which was awarded to over 100 schools in FY16.

**Financial / Budget Implications**

The additional cost is offset by increased revenues to Food and Nutrition Enterprise Fund due to participation in the CACFP Supper Program. This fund fully supports food service operations.

**Author:** Elizabeth Marchetta, Executive Director Food & Nutrition

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.  
Final Resolution: Motion Carries  
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**  
*11.04 Amazon Business*
Meeting | Apr 24, 2018 - Public Board Meeting
--- | ---
Category | 11. PROCUREMENT - CHIEF FINANCIAL OFFICER
Type | Action (Consent)
Recommended Action | The Chief Financial Officer requests the Board's approval to piggyback a competitively bid requirements contract issued by U.S. Communities to Amazon Business. The contract provides for the convenient purchase of a wide-variety of school, office, and maintenance supplies. The estimated annual amount is $50,000.00. The contract term is April 25, 2018 through January 18, 2022 with three (3) two-year renewal options.

**Section 11.04**

**CHIEF FINANCIAL OFFICER**

**Amazon Business**

**Various Supplies**

**Request of the Board**

The Chief Financial Officer requests the Board's approval to piggyback a competitively bid requirements contract issued by U.S. Communities to Amazon Business. The contract provides for the convenient purchase of a wide-variety of school, office, and maintenance supplies.

The estimated annual amount is $50,000.00. The contract term is April 25, 2018 through January 18, 2022 with three (3) two-year renewal options.

**Selection Methodology**

- Contract Type: Requirements Contract
- Multiple Awards: No
- Contract Term: Apr. 25, 2018 - Jan. 18, 2022 with three (3) two-year renewal options

**Lowest Bidder(s)** Yes
**Contract Increase No**

**Vendor & Amount** Amazon Business – Est. annual amt. $50,000.00 per year

**Funding Source:** General or grant funds from school and/or central office budgets

**Solicitation process:** In accordance with 10-201 of City Schools' Administrative Regulations, City Schools wishes to piggyback the competitively solicited contract #R-TC-17006 issued by U.S. Communities. The lead agency for US Communities was Prince William County Public Schools.

**MBE/WBE Results:** Prince William County Public Schools, a member US Communities advisory board, granted a waiver for this procurement in accordance with the district's policies and regulations. US Communities advisory board includes school districts from Denver, Los Angeles, Miami, San Diego, Fairfax County, and Harford County, as well as a number of large municipalities, Houston, Chicago, and Seattle.

**Evidence of Effectiveness**

Amazon Business is the business equivalent of amazon.com.

**Author:** Peter Ruchkin, E-Commerce Manager, Procurement

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the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER

Subject  12.01 AT&T Mobility National Accounts, LLC
Meeting    Apr 24, 2018 - Public Board Meeting
Category  12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER
Type      Action (Consent)

Recommended Action  The Chief Information Officer requests the Board’s approval to piggyback a contract with AT&T Mobility National Accounts, LLC awarded by the Fairfax County Public School System. The estimated annual amount of the contract is $600,000.00. The contract term is July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options. The contract provides cellular service for cell phones, mobile devices, and tablets. The contract plan includes non-roaming (no long-distance charges) national coverage for all district wireless voice, data, and texting services within the continental United States.

Section 12.01
CHIEF INFORMATION TECHNOLOGY OFFICER
AT&T Mobility National Accounts, LLC
Cellular Phone Services

Request of the Board

The Chief Information Officer requests the Board’s approval to piggyback a contract with AT&T Mobility National Accounts, LLC awarded by the Fairfax County Public School System. The estimated annual amount of the contract is $600,000.00. The contract term is July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options.

The contract provides cellular service for cell phones, mobile devices, and tablets. The contract plan includes non-roaming (no long-distance charges) national coverage for all district wireless voice, data, and texting services within the continental United States.

The contract offers increased options that include unlimited texting, data, and unlimited tethering. Also, android cellular devices will be available for the first time to district staff. The estimated annual savings is $40,000.00.

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
    Contract Term: July 1, 2018 through June 30, 2021 with five (5) one (1) year renewal options
Prior Contract End Date: June 30, 2018
Lowest Bidder(s): N/A
Evidence of Effectiveness

The new plan includes unlimited data which hedges the district from data overage costs which is important given the increase in the use of cellular devices to access district related mobile applications.

Author: Michael Rading, Director of Customer Service

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley. 
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

13. PROCUREMENT - CHIEF OPERATING OFFICER

Subject 13.01 Veolia Baltimore Energy Company

Meeting Apr 24, 2018 - Public Board Meeting

Category 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type Action (Consent)

Recommended Action The Chief Operating Officer requests the Board's approval to extend and amend the current contract with Veolia Baltimore Energy Company to provide steam supply services to three (3) City Schools, Dunbar High School, NAF formerly Dunbar Middle School and NAF Thomas G. Hayes Elementary. Veolia is the current steam supplier to these schools and operates a steam distribution network within the Baltimore downtown area. The current contract term is February 10, 2011 to February 11, 2021. The estimated annual amount is $968,000. In addition to the contract extension, Veolia will also offer remote monitoring services of school building automation systems as well as provide on-call mechanical labor to include mechanics, electricians, Grade 1 stationary engineers and project management services as required. The new contract reflects a 20% reduction in the cost of energy. The term of the new contract is May 1, 2018 through April 30, 2028.

Section 13.01
CHIEF OPERATING OFFICER
Veolia Baltimore Energy Company
Steam Supply Services

Request of the Board

The Chief Operating Officer requests the Board’s approval to extend and amend the current contract with Veolia Baltimore Energy Company to provide steam supply services to three (3) City Schools, Dunbar High School, NAF formerly Dunbar Middle School and NAF Thomas G. Hayes Elementary. Veolia is the current steam supplier to these schools and operates a steam distribution network within the Baltimore downtown area. The current contract term is February 10, 2011 to February 11, 2021. The estimated annual amount is $968,000.

In addition to the contract extension, Veolia will also offer remote monitoring services of school building automation systems as well as provide on-call mechanical labor to include mechanics, electricians, Grade 1 stationary engineers and project management services as required. The new contract reflects a 20% reduction in the cost of energy. The term of the new contract is May 1, 2018 through April 30, 2028.

Veolia will continue to provide steam for three schools listed below however steam previously supplied to Federal Hill Preparatory School will be discontinued due to their purchase of a stand-alone heating and cooling system.
- Dunbar High School
- NAF formerly Dunbar Middle School
- NAF formerly Thomas G. Hayes Elementary School

Below is a comparison of the current rates versus those proposed in the new contract.

<table>
<thead>
<tr>
<th>School</th>
<th>Current Monthly Capacity Charge</th>
<th>New Monthly Capacity Charge*</th>
<th>Current Monthly Commodity Charge</th>
<th>New Monthly Commodity Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dunbar High School</td>
<td>$7,280.64</td>
<td>$5,824.51</td>
<td>$1.85</td>
<td>$1.48</td>
</tr>
<tr>
<td>NAF formerly Dunbar Middle School</td>
<td>$4,592.38</td>
<td>$3,673.90</td>
<td>$1.85</td>
<td>$1.48</td>
</tr>
<tr>
<td>NAF Thomas G. Hayes Elementary</td>
<td>$2389.72</td>
<td>$1,911.78</td>
<td>$1.85</td>
<td>$1.48</td>
</tr>
</tbody>
</table>

*The capacity charge shall be adjusted annually by 2.0%*

Veolia will also provide remote monitoring services of boilers and building automation systems to 3 schools initially; Fort Worthington, Frederick, and Waverly. Lyndhurst and Dorothy E Heights will be added shortly as well as any future 21st Century school.

In order to provide these services, Veolia will conduct an assessment of the equipment and controls (Mobilization Phase) as well as define Standard Operating Procedures (SOPs) to ensure the appropriate controls are in place to remotely monitor equipment. Once the mobilization phase is completed, City Schools will pay a monthly service charge for each site as outlined below.

<table>
<thead>
<tr>
<th>School</th>
<th>Mobilization Fee*</th>
<th>Monthly Service Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fort Washington Elementary</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Frederick Elementary</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Waverly PK-8</td>
<td>$5,680</td>
<td>$3,470</td>
</tr>
<tr>
<td>Additional schools as identified</td>
<td>$5,112</td>
<td>$3,470</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------</td>
<td>--------</td>
</tr>
</tbody>
</table>

*Monthly Service Charge shall be adjusted annually by 2.0%*

The remote monitoring fees will be partially offset by the $96K credit associated with the termination of monthly capacity services at Federal Hill.

The contract will also provide supplemental labor, materials, and rental equipment to facilitate repairs to mechanical equipment as a supplement to City Schools' maintenance teams. Below is a comparison of the hourly rates and markups offered by Veolia compared with two other providers of similar services to City Schools.

<table>
<thead>
<tr>
<th>Cost Comparison to other HVAC/Mechanical Contractors:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Category</strong></td>
</tr>
<tr>
<td>Mechanic</td>
</tr>
<tr>
<td>Overtime</td>
</tr>
<tr>
<td>Technician</td>
</tr>
<tr>
<td>Overtime</td>
</tr>
<tr>
<td>Material</td>
</tr>
</tbody>
</table>

**Selection Methodology**

Contract Type: Contract Amendment and Extension
Multiple Awards: No
New Contract Term: May 1, 2018 through April 30, 2028
Previous Contract Term: February 10, 2011 through February 11, 2021
Lowest Bidder(s): N/A
Contract Increase: N/A
Vendors & Amounts: Veolia Baltimore Energy Company
Steam/Energy – Est. annual amt. $300,000;
Remote monitoring – Est. annual amt. $218,000 based on 5 schools
Maintenance and labor – Est. annual amt. $450,000.
Funding Source: Energy: 3001.18.00.0210.3002.0736.0521
Operating Funds: 3001.18.00.0211.3102.0754.0334
Solicitation process: Pursuant to Section 3-.06(2)(c) of the City Schools' Administrative Regulations; the Director has determined that there is only one available source.
Justification: Veolia is the sole pipeline supplier of steam to these schools and has been for the current supplier for eight years. Furthermore, these schools do not have boilers and therefore must rely solely on Veolia for heat during the winter months
MBE/WBE Results: N/A

**Evidence of Effectiveness**

Veolia has successfully supplied steam services to City Schools for eight years.

**Financial Implications**

Reviewed by BCPS Energy and Finance Office and recommended for extension to a cost savings in rates of $88,000.00 per year.

<table>
<thead>
<tr>
<th>School</th>
<th>Current Contract Estimated Yearly Cost</th>
<th>New Contract Estimated Yearly Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dunbar High School</td>
<td>$180,000</td>
<td>$162,000</td>
</tr>
<tr>
<td>NAF formerly Dunbar Middle School</td>
<td>$110,000</td>
<td>$70,000</td>
</tr>
<tr>
<td>NAF Thomas G. Hayes Elementary</td>
<td>$75,000</td>
<td>$45,000</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$365,000</strong></td>
<td><strong>$277,000</strong></td>
</tr>
</tbody>
</table>

**Author:** Blaine Lipski, Director of Facility Maintenance & Operations

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**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.02 Hertrich Fleet Services, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Officer requests the Board’s approval to piggyback Howard County Government Contract #4400003197 to purchase five (5) vehicles for Facilities Maintenance & Operations for a total cost of $182,933 from Hertrich Fleet Services, Inc.

**Section 13.02**

**CHIEF OPERATING OFFICER**

**Hertrich Fleet Services, Inc.**

**Vehicle Purchase**

**Request of the Board**

The Chief Operating Officer requests the Board’s approval to piggyback Howard County Government Contract #4400003197 to purchase five (5) vehicles for Facilities Maintenance & Operations for a total cost of $182,933 from Hertrich Fleet Services, Inc. Below is the list of the vehicles.

<table>
<thead>
<tr>
<th>Number of Vehicles</th>
<th>Vehicle Type</th>
<th>MSRP</th>
<th>Discount</th>
<th>Unit Cost</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2019 F-250 XL 4x4 ¾ ton crew cab</td>
<td>$50,865</td>
<td>$11,979</td>
<td>$38,886</td>
<td>$38,886</td>
</tr>
<tr>
<td>1</td>
<td>2019 F250 4x4 ¾ ton regular cab</td>
<td>$48,865</td>
<td>$13,307</td>
<td>$35,558</td>
<td>$35,558</td>
</tr>
<tr>
<td>2</td>
<td>2018 Transit-250 van</td>
<td>$36,830</td>
<td>$11,277</td>
<td>$25,553</td>
<td>$51,106</td>
</tr>
<tr>
<td>1</td>
<td>F-450 4x4 crew cab w/ 9' bed</td>
<td>$66,540</td>
<td>$9,157</td>
<td>$57,383</td>
<td>$57,383</td>
</tr>
</tbody>
</table>

https://www.boarddocs.com/mabe/bcps/Board.nsf/gotoOpen?id=87UHP87D677F#
One of the initiatives included in the Comprehensive Maintenance Plan is to modernize the feet of vehicles. This purchase will enable Operations to pull vehicles that are aged and depreciated out of inventory that would otherwise require extensive repairs and costs. The purchase will also support preventative maintenance efforts and grounds work.

The new vehicles will lower maintenance costs as well as reduce reimbursement expenses to employees who use their own vehicles for work purposes.

Fleet inventory has vehicles dating back to 1998. The majority of vehicles currently in use are from 2001-2006 with cumulative mileage over 18M. Funding is derived from the FY2018 Facilities Maintenance Operations budget.

Selection Methodology

Contract Type: Fixed Price  
Multiple Awards: No  
Contract Term: One Time Purchase  
Lowest Bidder(s): Yes  
Contract Increase: N/A  
Vendor & Amount: Hertrich Fleet Services, Inc. – Maintenance & Operations: $182,933  
Funding Source: Maintenance & Operations: 3001.18.21.0211.3102.0755.0642.000.0000

Solicitation process: In accordance with 10-201 of City Schools' Administrative Regulations, City Schools is piggybacking Howard County Government Contract #4400003197. An alternative quote was provided by Al Packer for $185,172.  
MBE/WBE Results: N/A

Evidence of Effectiveness

Hertrich has provided similar vehicles to City Schools in the past.

Author: Blaine Lipski, Director of Maintenance & Operations

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 13.03 P2 Cleaning Services, Guardian Landscaping, Lorenz, Inc.

Meeting Apr 24, 2018 - Public Board Meeting

Category 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type Action (Consent)
Recommended Action  
The Chief Operating Officer requests the Board's approval of a competitively bid requirements contract with P2 Cleaning Services, Guardian Landscaping, and Lorenz, Inc. to provide grass mowing and other landscape services at City School sites. The contract term is April 25, 2018 through April 24, 2021, with two (2) one-year renewal options. The estimated annual amount is $575,000.00. The current five year (5) mowing contract expenditure is $3,219,176.

Section 13.03  
CHIEF OPERATING OFFICER  
P2 Cleaning Services, Guardian Landscaping, Lorenz, Inc.  
Grass Mowing Services

Request of the Board

The Chief Operating Officer requests the Board's approval of a competitively bid requirements contract with P2 Cleaning Services, Guardian Landscaping, and Lorenz, Inc. to provide grass mowing and other landscape services at City School sites. The contract term is April 25, 2018 through April 24, 2021, with two (2) one-year renewal options. The estimated annual amount is $575,000.00. The current five year (5) mowing contract expenditure is $3,219,176.

Contractors bid on clusters of schools, which are grouping of schools in a general geographical location. The number of schools in each of the ten (10) clusters range from nine (9) to twenty-four (24) schools. The low bidder for each cluster is subject to award if they are deemed a responsive and responsible bidder. Any one vendor is limited to award of no more than five (5) clusters.

<table>
<thead>
<tr>
<th>Cluster Number</th>
<th>Number of Schools in Cluster</th>
<th>Annual Cost</th>
<th>Vendor Recommended for Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cluster 1</td>
<td>13</td>
<td>$54,000.00</td>
<td>Guardian Landscaping</td>
</tr>
<tr>
<td>Cluster 2</td>
<td>11</td>
<td>$64,320.00</td>
<td>Guardian Landscaping</td>
</tr>
<tr>
<td>Cluster 3</td>
<td>24</td>
<td>$112,596.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 4</td>
<td>14</td>
<td>$34,006.80</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 5</td>
<td>9</td>
<td>$39,630.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 6</td>
<td>11</td>
<td>$39,930.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 7</td>
<td>19</td>
<td>$67,512.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 8</td>
<td>20</td>
<td>$85,212.00</td>
<td>Lorenz Inc.</td>
</tr>
<tr>
<td>Cluster 9</td>
<td>13</td>
<td>$61,056.00</td>
<td>*P2 Cleaning Services</td>
</tr>
<tr>
<td>Cluster 10</td>
<td>14</td>
<td>$37,536.00</td>
<td>*P2 Cleaning Services</td>
</tr>
</tbody>
</table>

*Denotes WBE vendor

Selection Methodology

Contract Type: Requirements Contract  
Multiple Awards: Yes  
Contract Term: April 25, 2018 – April 24, 2021, with two (2) one-year renewal options  
Lowest Bidder(s): Yes  
Prior Contract end date: April 14, 2018  
Contract Increase: No

Vendors & Amounts: Est. annual amount - $575,000.00  
Guardian Landscaping - Clusters 1 & 2 - Est. annually - $120,000.00  
P2 Cleaning Services - Clusters 3, 4, 7, 9, 10 - Est. annually $285,000.00  
Lorenz, Inc. - Clusters 5, 6, & 8 - Est. annually $170,000.00

The actual expenditure amount is based on the annual budget and facility requirements.
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211, 3102.0753.0341
Solicitation process: Pursuant to Section 3-101(2) of the Procurement Administrative
Regulations, on February 14, 2018 City Schools issued a competitive sealed bid IFB-
18026. Nine (9) bids were received, and P2 Cleaning Services, Guardian Landscaping
and Lorenz, Inc. were deemed the lowest, responsive, and responsible bidders.
MBE/WBE: A waiver was granted for this solicitation. During the goal determination
process, this contract was not assigned M/WBE goals for the following reasons:
- Scope of services do not allow for subcontracting opportunities.
- Prime contractor sole responsibility to perform the scope of work within the contract.

Note: P2 Cleaning Services is a woman owned business.

Evidence of Effectiveness

Guardian and Lorenz have provided mowing services to City Schools in the past and have maintained on time grass
cuts and will provide similar services for City Schools under this new contract. P2 Cleaning Services is a new
contractor for grass mowing services.

Author: Blaine Lipski, Director of Facility Maintenance and Operations

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approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through
Board subcommittee review and recommendation. Documentation concerning these items has been provided to all
Board members and the public in advance to assure an extensive and thorough review. Items may be removed from
the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam -
Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 13.04 Chilmar Corporation

Meeting Apr 24, 2018 - Public Board Meeting

Category 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type Action (Consent)

Recommended Action The Chief Operating Officer requests the Board's approval of a competitively bid contract
with Chilmar Corporation in the total amount of $2,651,396.00 The project was included as
part of the FY 2018 CIP, which was approved by the Board on October 10, 2017. The
contract provides air conditioning installation services at Mergenthaler Vocational Technical High School #410. Price includes base bid item #1 in the amount of $2,419,396.00 as well as
a project contingency in the amount of $242,000.00.

Section 13.04
CHIEF OPERATING OFFICER
Chilmar Corporation
HVAC System Renovation Services at
Mergenthaler Vocational Technical High School #410

https://www.boarddocs.com/mabe/bcpss/Board.nsf/goto?open&id=87UHP87D677F#
Request of the Board

The Chief Operating Officer requests the Board's approval of a competitively bid contract with Chilmar Corporation in the total amount of $2,661,396.00. The project was included as part of the FY 2018 CIP, which was approved by the Board on October 10, 2017. The contract provides air conditioning installation services at Mergenthaler Vocational Technical High School #410. Price includes base bid item #1 in the amount of $2,419,396.00 as well as a project contingency in the amount of $242,000.00.

Selection Methodology

Contract Type: Fixed Price
Multiple Awards: No
Contract Term: All work shall be completed within 180 days from the date of NTP
Lowest Bidder: Yes
Contract Increase: N/A
Vendor & Amount: Chilmar Corporation - $2,661,396.00

Funding Source: Capital Funds - 9001.18.PI.0215.3603.0410.1110.000.0000
Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on February 15, 2018, City Schools issued a competitive sealed bid IFB-18043. Five (5) bids were received on March 16, 2018, and Chilmar Corporation was deemed the lowest, responsive and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 19% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 19% with sub-goals of 7% African-American, 4% Asian-American and 8% Women.

City Schools' MBE/WBE Liaison has reviewed and approved contractor's compliance with the stated MBE subcontracting goals.

Evidence of Effectiveness

Approval of this request will install air conditioning in Mergenthaler Vocational Technical High School #410, improving the school's health and responding to the HVAC needs of the school.

Author: Ms. Cynthia Smith, Director – Facilities Design and Construction

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 13.05 Patriot Pool Service, LLC
Meeting  Apr 24, 2018 - Public Board Meeting
Category  13. PROCUREMENT - CHIEF OPERATING OFFICER
Type  Action (Consent)

Recommended Action  The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with Patriot Pool Service, LLC to provide swimming pool repair and maintenance services. City Schools operates 11 pools. The estimated annual amount is $230,000.00. The contract term is May 9, 2018 through May 8, 2021, with two (2) one-year renewal options.

Section 13.05
CHIEF OPERATING OFFICER
Patriot Pool Service, LLC
Swimming Pool Repair and Maintenance Services

Request of the Board

The Chief Operating Officer requests the Board’s approval of a competitively bid requirements contract with Patriot Pool Service, LLC to provide swimming pool repair and maintenance services. City Schools operates 11 pools. The estimated annual amount is $230,000.00. The contract term is May 9, 2018 through May 8, 2021, with two (2) one-year renewal options.

Patriot Pool Services, LLC is the current service provider. A comparison of new vs. current hourly rates is presented below. Rates are fixed for the three (3) year contract term and for the renewal years. Expenditures for the prior 36 months total $689,784.24.

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Mechanic</td>
<td>$38.00</td>
<td>$44.00</td>
</tr>
<tr>
<td>Apprentice / Helper</td>
<td>$18.00</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: No
Lowest Bidder(s): Yes
Contract Increase: No
Contract Term: May 9, 2018 - May 8, 2021, with two (2) one-year renewal options
Vendor & Amount: Patriot Pool Service, LLC - Est. annual amount $230,000.00
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341

Solicitation process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on March 8, 2018 City Schools issued competitive sealed bid IFB-18041. One (1) bid was received and Patriot Pool Services LLC was deemed the lowest responsive and responsible bidder.

MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals based on the following reasons:

- Limited or no certified M/WBE’s available.
- Scope of services do not provide for subcontracting opportunities.
- Prime contractor’s sole responsibility to perform the scope of work within the contract.

Evidence of Effectiveness
For the past nine years, Patriot Pool Services, LLC has provided satisfactory swimming pool repair and maintenance services to various City Schools' buildings.

**Author:** Blaine Lipski, Director of Facility Maintenance & Operations

*Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.06 John W. Brawner Contracting Company, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Office requests the Board’s approval of a competitively bid contract with John W. Brawner Contracting Company, Inc., in the total amount of $1,158,908.00 to renovate the James McHenry Elementary/Middle School #10 Media Center. The price includes the base bid in the amount of $1,053,553.00 as well as a project contingency in the amount of $105,355.00.

**Section 13.06**

CHIEF OPERATING OFFICER
John W. Brawner Contracting Company, Inc.
Media Center Renovation
James McHenry Elementary/Middle School #10

**Request of the Board**

The Chief Operating Office requests the Board’s approval of a competitively bid contract with John W. Brawner Contracting Company, Inc., in the total amount of $1,158,908.00 to renovate the James McHenry Elementary/Middle School #10 Media Center. The price includes the base bid in the amount of $1,053,553.00 as well as a project contingency in the amount of $105,355.00.

James McHenry Elementary School #10 was built in 1969. The current area of the building is approximately 94,719 square feet, and the school’s current SRC is 337. Recent projects at the school have included boiler replacement, security upgrades, chiller replacement, HVAC replacement, and lighting replacement. In addition, fire protection system replacement and roof replacements projects are currently in construction at the school and a window replacement project is planned. The project will provide needed upgrades to the media center on the second floor. Upgrades will include a reconfiguration of the space, flooring, ceiling, finishes, lighting, mechanical and electrical systems, and IT. The programmatic areas of the space will include a story-telling area, computer work area, seating, reference area, reference desk and administrative area.
The renovations will be funded through a combination of Qualified Zone Academy Bonds (QZAB), local capital funds and The Harry and Jeanette Weinberg Foundation Library Project. The Fund for Educational Excellence (Fund) will serve as the fiscal sponsor for the Harry and Jeanette Weinberg Foundation. The local capital request for the project is $300,000.00. The Qualified Zone Academy Bonds (QZAB) funding will provide $368,000.00. The Weinberg Foundation will provide $352,908.00. City Schools general funds will provide $138,000.00. The local capital and general funds will be used to support the construction of the project and construction contingency.

Selection Methodology

Contract Type: Fixed Price
Multiple Awards: No
Contract Term: Substantial Completion by November 1, 2018
Lowest Bidder: Yes
Contract Increase: No
Vendor & Amount: John W. Brawner Contracting Co., Inc - $1,158,908.00
Funding Source: Capital Funds - 9001.17.ME.0215.3602.0010.1110.000.0000

Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on January 31, 2018, City Schools issued a competitive sealed bid IFB-18039. One (1) bid was received on February 22, 2018, and John W. Brawner Contracting Co., Inc., was deemed the lowest, responsive and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 20% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 21.8% with sub-goals of 16.9% African-American and 4.9% Asian-American.
City Schools' MBE/WBE Liaison has reviewed and approved contractor's compliance with the stated MBE subcontracting goals.

Evidence of Effectiveness

Approval of this request will provide funding to support the James McHenry Elementary/Middle School #10 Media Center. This will directly support and increase student achievement and assist students in preparing for their future education. The renovated library will create a space that meets the changing needs for instruction, presentation, and study.

Author: Ms. Cynthia Smith, Director – Facilities Design and Construction

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Subject 13.07 T.J. Distributors, Inc.
Meeting       Apr 24, 2018 - Public Board Meeting
Category      13. PROCUREMENT - CHIEF OPERATING OFFICER
Type          Action (Consent)

Recommended Action
The Chief Operating Officer requests the Board's approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with T.J. Distributors, Inc. The contract provides repairs and installation services to auditorium seats and bleachers. The Board is requested to approve $175,000.00 for the one-year extension. On January 13, 2015, the Board approved the contract for a three-year term of February 11, 2015 through February 10, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual repair or installation depends on the scope of service required. Actual expenditures are dependent on the District’s requirements. The rates are fixed for the term of the contract extension. Expenditures for the previous 36 months total $511,512.00

Section 13.07
CHIEF OPERATING OFFICER
T.J. Distributors, Inc.
Auditorium Seats and Bleachers; Repair and Installation Services

Request of the Board
The Chief Operating Officer requests the Board's approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with T.J. Distributors, Inc. The contract provides repairs and installation services to auditorium seats and bleachers. The Board is requested to approve $175,000.00 for the one-year extension.

On January 13, 2015, the Board approved the contract for a three-year term of February 11, 2015 through February 10, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual repair or installation depends on the scope of service required. Actual expenditures are dependent on the District’s requirements. The rates are fixed for the term of the contract extension. Expenditures for the previous 36 months total $511,512.00

Selection Methodology
Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: February 11, 2018 through February 10, 2019
Lowest Bidder(s): Yes
Prior Contract End Date: February 10, 2018
Contract Increase: No
Vendors & Amounts: T.J. Distributors, Inc. - Est. annual amount $175,000.00
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341
Solicitation process: On January 13, 2015, the Board Approved competitive sealed bid BCS-15019 for a three-year term with two (2) one-year renewal options. The contract terms, conditions and costs shall remain in force through the extension period.
MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals based on the following reasons:
- Limited or no certified M/WBE's available.
- Scope of services do not allow for subcontracting opportunities.
- Prime contractor sole responsibility to perform the scope of work within the contract.

Evidence of Effectiveness
https://www.boarddocs.com/mabe/bcpss/Board.nsf/goto?open&id=87UHP87D677F#
T.J. Distributors, Inc. is the current provider of auditorium seats and bleachers installation and repair for the District.

**Author:** Blaine Lipski, Director of Maintenance & Operations

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

**Motion & Voting**

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

**Subject**

13.08 Commercial Cabling & Sound, Inc.

**Meeting**

Apr 24, 2018 - Public Board Meeting

**Category**

13. PROCUREMENT - CHIEF OPERATING OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Operating Officer requests the Board’s approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with Commercial Cabling & Sound, Inc. The contract provides exterior lights and miscellaneous electrical system repairs and replacement services. The Board is requested to approve $280,000.00 for the one-year extension.

Section 13.08

CHIEF OPERATING OFFICER

Commercial Cabling & Sound, Inc.

Exterior Lights and Electrical Services

**Request of the Board**

The Chief Operating Officer requests the Board’s approval to exercise the first of two (2) one-year renewal options of a competitively bid requirements contract with Commercial Cabling & Sound, Inc. The contract provides exterior lights and miscellaneous electrical system repairs and replacement services. The Board is requested to approve $280,000.00 for the one-year extension.

On December 9, 2014, the Board approved the contract for the three-year contract term of January 12, 2015 through January 11, 2018. The contract also included two (2) one-year renewal options. The estimated cost for an individual installation or repair depends on the scope of service required. Actual expenditures are dependent on the District’s requirements. The labor rates are fixed for the term of the contract extension. Expenditures for the prior 36 months total $840,630.00.

**Selection Methodology**

Contract Type: Requirements Contract
Multiple Awards: No
Contract Term: January 12, 2018 - January 11, 2019
Lowest Bidder(s): Yes
Prior Contract End Date: January 11, 2018
Contract Increase: No
Vendor & Amount: Commercial Cabling & Sound, Inc. - Est. annual amount $280,000.00
Funding Source: Facility Operating - General Funds: 3001.XX.00.0211.3102.0753.0341
Solicitation process: On December 9, 2014, the Board approved competitive sealed bid
BCS-15017 for a three-year term with two (2) one-year renewal options. The contract
terms, conditions and costs shall remain in force through the extension period.
MBE/WBE Results: The MBE/WBE goals for this solicitation are 27% MBE and 10% WBE,
in accordance with City Schools' guidelines. The actual results were 27% MBE and 10% WBE.

Evidence of Effectiveness

Commercial Cabling & Sound, Inc. is the current provider of exterior lights and electrical services to the District.

Author: Blaine Lipski, Director of Maintenance & Operations

Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for
approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through
Board subcommittee review and recommendation. Documentation concerning these items has been provided to all
Board members and the public in advance to assure an extensive and thorough review. Items may be removed from
the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam -
Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

14. PROCUREMENT- CHIEF HUMAN CAPITAL OFFICER

Subject 14.01 Agenda items were not submitted for this meeting.
Meeting Apr 24, 2018 - Public Board Meeting
Category 14. PROCUREMENT- CHIEF HUMAN CAPITAL OFFICER
Type Information

15. PROCUREMENT- CHIEF ACCOUNTABILITY OFFICER

Subject 15.01 Scribbles Software
Meeting Apr 24, 2018 - Public Board Meeting
Category 15. PROCUREMENT- CHIEF ACCOUNTABILITY OFFICER
Type Action (Consent)
Recommended Action

The Chief Achievement and Accountability Officer requests the Board’s approval of a competitively bid requirements contract with Scribbles Software for a total cost of $427,800 to convert inactive student cumulative records in various formats (paper, microfilm, Digitech) to an electronic format that is stored on a cloud-based, hosted document management system. The contract includes an annual cloud hosting fee of $12,000. The contract term is April 25, 2018 through April 24, 2023.

Section 15.01

CHIEF ACHIEVEMENT AND ACCOUNTABILITY OFFICER
Scribbles Software

Request of the Board

The Chief Achievement and Accountability Officer requests the Board’s approval of a competitively bid requirements contract with Scribbles Software for a total cost of $427,800 to convert inactive student cumulative records in various formats (paper, microfilm, Digitech) to an electronic format that is stored on a cloud-based, hosted document management system. The contract includes an annual cloud hosting fee of $12,000. The contract term is April 25, 2018 through April 24, 2023.

City Schools Office of Student Records is responsible for the maintenance and retention of the student cumulative records of inactive students (e.g., records of graduates, or those students no longer in the system) stored in the district office (200 East North Ave.). In addition, the office is responsible for responding to records requests from prior students, corporations and universities. On average, 500 records requests are submitted and retrieved weekly. The district's current storage, management, and retrieval of tens of thousands of paper records, and search for records in microfilm and Digitech, is both time-consuming and labor-intensive. Additionally, paper records are vulnerable to disaster, such as fire and flood, and decay over time. The conversion of records to a digital format will support the Office of Student Records in more efficiently addressing the record requests from customers and storing records for the long-term, as well as efficiently comply with the district's maintenance and release of student records policy (JRA), the records retention policy (EHB), and the Maryland State Department of Education Records Manual.

A contract with Scribbles Software (Scribbles), will provide for the conversion of the student’s cumulative record components the district is required to maintain permanently (as outlined in the district's JRA policy), into a digital format. Scribbles will also provide to City Schools the configuration, technical support, training, unlimited cloud storage, and unlimited number of district users and work stations as part of the contract along with also managing the boxing and transporting of physical records, document preparation, scanning, indexing, quality control, secure shredding and document requests for any record request by a customer when the record is in the custody of Scribbles. In addition, City Schools currently utilizes Scribbles for its online student's records request application (ScribOrder), Scribbles will integrate both applications to allow for a seamless search, retrieval and release process for customers.

The first contracting year will include digitization of all microfilm records (approximately 3700 rolls of film) and beginning the digitization of all paper inactive records (approximately 3 million pages of paper), with the digitization of paper records to be completed over a 3-year period. In addition to providing project management, Scribbles will also assist the Office of Student Records in developing a long-term plan to digitize inactive records currently maintained in school buildings.

Selection Methodology

Contract Type: Requirements Contract
Multiple Award: No
Contract Term: April 25, 2018 through April 24, 2023
Prior Contract End Date: N/A
Lowest Bidder(s): N/A

Contract Increase: N/A
Vendor & Amount: Scribbles Software - $427,800.00
Funding Source: Achievement & Accountability Dept. General Funds –
Solicitation process: Selection is in accordance with Section 3-104 of the Procurement Administrative Regulation. On January 26, 2018, City Schools received four (4) proposals in response to solicitation RFP-18025, that were deemed to be responsible and responsive and were evaluated and ranked by the Evaluation Committee based on technical responses and financial proposals in accordance with the evaluation criteria outlined in the Solicitation. The Scribbles' proposals ranked 1st technically and 1st financially. The Evaluation Committee recommends award to Scribbles as their proposal exhibited a superior understanding of City Schools' needs. In addition, City Schools through its existing contract with Scribbles has established a positive relationship resulting in increased efficiencies thus far. The award to Scribbles for this contract will reduce the learning curve which saves time and money.

MBE/WBE Results: A waiver was granted for this solicitation. During the M/WBE goal determination process this contract was not assigned M/WBE goals for the following reasons:

- Scope of services do not allow for subcontracting opportunities.
- Limited or no certified M/WBE's available.
- Prime contractor sole responsibility to perform the scope of work within the contract.
- Minimal annual contract dollars.

Evidence of Effectiveness

Scribbles Software is a K-12 Records Management Company with over a decade of success. Scribbles serves more than 3,500 high schools and school districts across the U.S., including several school districts in the state of Maryland. They have supported school districts in going completely paperless and automating their student records request process. is the developer of the software as well as the provider of the services to take the school district paperless.

In addition, Scribbles offers a model of providing software for the K-12 market which allows the revenue generated through the district’s use of its online student records request application to be used to support its conversion of paper records to online. Scribbles offers the complete payment process and records request delivery process for school districts, creating efficiencies for school districts with shrinking budgets and administrative staff to manage the retention and fulfillment of requests. Scribbles securely enforces FERPA to ensure student information is protected and has robust back up capabilities, with five different locations across the United States to ensure data will be securely stored and available to clients.

In 2016, City Schools transitioned its paper-based student transcript request and payment process to Scribbles online student records request and payment application. City Schools was able to increase its revenue and improve its response to requests from customers. Scribbles has successfully delivered on its requirements of providing a web-based solution, with best practice training and mentoring, customization of application forms and web-content, and on-time delivery of monthly itemized statements and revenue from the fees collected. Scribble strives for 100% accuracy for all scanning projects. In 2017, their accuracy rate was 99.99%. Accuracy will also be corroborated by City Schools, as Scribbles will share samples for review and approval.

Scribbles collects feedback from their partnering school districts. Below is a response from a Prince William County Public Schools representative regarding Scribble satisfaction: “Scribbles has delivered on its promise of paperless. With ScribOrder, we have completely automated our student records request process resulting in a turnaround time within a day as opposed to weeks. In addition, we are also generating about six times more revenue and saving on printing and mailing cost.”

Author: Heather Nolan, Director - Knowledge Management, Office of Achievement & Accountability
Ben Goldberg, Manager - Data Quality, Office of Achievement & Accountability

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Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

16. PROCUREMENT - CHIEF LEGAL OFFICER

Subject 16.01 James Whattam
Meeting Apr 24, 2018 - Public Board Meeting
Category 16. PROCUREMENT - CHIEF LEGAL OFFICER
Type Action (Consent)
Recommended Action The Chief Legal Counsel requests the Board’s approval to increase the existing professional services agreement with James Whattam from $24,500 to $29,500 to provide labor management services on issues related to negotiations of collective bargaining agreements with CUB, Local 44 and the Fraternal Order of Police. The current contract term is July 1, 2016 through June 30, 2018.

Section 16.01
CHIEF LEGAL OFFICER

James Whattam
Legal Services

Request of the Board

The Chief Legal Counsel requests the Board’s approval to increase the existing professional services agreement with James Whattam from $24,500 to $29,500 to provide labor management services on issues related to negotiations of collective bargaining agreements with CUB, Local 44 and the Fraternal Order of Police. The current contract term is July 1, 2016 through June 30, 2018.

Selection Methodology

Contract Type: Contract Amendment
Multiple Award(s): No
Contract Term: July 1, 2016 through June 30, 2018
Lowest Bidder(s): N/A
Contract Increase: Yes - by $5,000
Vendor & Amount: James Whattam - $29,500.
Funding Source: Legal Affairs General Funds: 3001.18.00.0201.2140.0542.0312.000.0000
Solicitation Process: Selected pursuant to §3-106(2)(f) of the
Procurement Administrative Regulations, which allows for the award of a contract without competitive source selection for professional services in connection with legal matters.

MBE/WBE Results: N/A

Financial Implications

Vendor shall be paid at a rate of $150.00 per hour

Author: Tammy L. Turner, Chief Legal Counsel

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Motion & Voting

Approve the PEP as presented.

Motion by Andrew Frank, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

17. PROCUREMENT - CHIEF OF SCHOOLS OFFICER

Subject 17.01 Agenda items were not submitted for this meeting.
Meeting Apr 24, 2018 - Public Board Meeting
Category 17. PROCUREMENT - CHIEF OF SCHOOLS OFFICER
Type Information

18. INFORMATION AND DISCUSSION

Subject 18.01 Legislative Wrap Up
Meeting Apr 24, 2018 - Public Board Meeting
Category 18. INFORMATION AND DISCUSSION
Type Information, Discussion

File Attachments
End of Session Presentation.pdf (528 KB)
2018 End of Session Report.pdf (2,176 KB)
Subject 18.02 Curriculum Approval: Mathematics and Fine Arts
Meeting Apr 24, 2018 - Public Board Meeting
Category 18. INFORMATION AND DISCUSSION
Type Information

File Attachments
Curriculum Approval- Math and Fine Arts.pdf (1,096 KB)
PreK and K General Music Scope and Sequence.pdf (393 KB)
HS Survey of Music Scope and Sequence.pdf (301 KB)
Grade 8 General Music Scope and Sequence.pdf (404 KB)
Grade 7 General Music Scope and Sequence.pdf (402 KB)
Grade 6 General Music Scope and Sequence.pdf (402 KB)
Grade 5 General Music Scope and Sequence.pdf (301 KB)
Grade 4 General Music Scope and Sequence.pdf (402 KB)
Grade 3 General Music Scope and Sequence.pdf (392 KB)
Grade 2 General Music Scope and Sequence.pdf (392 KB)
General Music Grade 1 Scope and Sequence.pdf (393 KB)
Music PK-2 Executive Summary.pdf (260 KB)
High School Survey of Music Executive Summary.pdf (258 KB)
Grades 6-8 General Music Executive Summary.pdf (367 KB)
Grades 3-5 General Music Executive Summary.pdf (369 KB)
Algebra 1 scope and sequence.pdf (138 KB)
Algebra 2 scope and sequence.pdf (156 KB)
College Readiness Mathematics scope and sequence.pdf (84 KB)
Course Executive Summary Alg 1.pdf (68 KB)
Course Executive Summary Alg 2.pdf (97 KB)
Course Executive Summary College Readiness.pdf (69 KB)
Course Executive Summary Geometry.pdf (68 KB)
Course Executive Summary Pre Calculus (1).pdf (65 KB)
Course Executive Summary Pre Calculus.pdf (65 KB)
Geometry scope and sequence.pdf (85 KB)
HS Fundamentals of Art Executive Summary.pdf (66 KB)
HS Fundamentals of Art Scope and Sequence.pdf (92 KB)
Math Grade 1 Executive Summary.pdf (66 KB)
Math grade 1 scope and sequence.pdf (82 KB)
Math Grade 2 Executive Summary.pdf (68 KB)
Math grade 2 scope and sequence.pdf (94 KB)
Math Grade 3 Executive Summary.pdf (67 KB)
Math grade 3 scope and sequence.pdf (110 KB)
Math Grade 4 Executive Summary.pdf (68 KB)
Math grade 4 scope and sequence.pdf (88 KB)
Math Grade 5 Executive Summary.pdf (66 KB)
Math grade 5 scope and sequence.pdf (118 KB)
Math Grade 6 Executive Summary.pdf (66 KB)
Math grade 6 scope and sequence.pdf (78 KB)
Math Grade 7 Executive Summary.pdf (65 KB)
Math grade 7 scope and sequence.pdf (78 KB)
Math Grade 8 Executive Summary.pdf (66 KB)
Math grade 8 scope and sequence.pdf (129 KB)
Math Grade K Executive Summary.pdf (67 KB)
Math grade K scope and sequence.pdf (86 KB)
Math Grade PreK Executive Summary.pdf (66 KB)
Subject: 18.03 FY19 Budget
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 18. INFORMATION AND DISCUSSION
Type: Information

File Attachments
18.03 Budget Presentation.pdf (2,397 KB)
04242:8_BudgetBook.pdf (3,490 KB)

19. NOTICE OF UPCOMING MEETINGS

Subject: 19.01 Upcoming Meetings
Meeting: Apr 24, 2018 - Public Board Meeting
Category: 19. NOTICE OF UPCOMING MEETINGS
Type: Information

Baltimore City Board of School Commissioners

Regularly scheduled public meetings of the Baltimore City Board of School Commissioners are held on the second and fourth Tuesday of each month during the school year, and once a month during holiday and summer months.

The executive session begins at 3 p.m. at the district office, 200 E. North Ave., Baltimore, MD 21202. The public session begins at 6 p.m. and may last up to four hours. The public sessions are held at the district office in the 1st Floor Board Room. Schedule changes are publicized on the district website and posted throughout the district office.

For the 2017-18 school year, the meeting schedule is as follows:
Public Comment: Up to 10 members of the public may register for an opportunity to speak by signing the public comment sign-up sheet. The sign-up sheet is available in the lobby outside the 1st Floor Board Room from 4:30 to 5:45 p.m. on the day of each Board meeting. All public comments should address agenda items or items of educational interest. For more information regarding public comment procedures, please visit the Board section of the City Schools website at www.baltimorecityschools.org.

200 E. North Avenue, Room 406 • Baltimore, Maryland 21202 • Phone: (443) 642-4095 • Fax: (410) 545-3613
Visit us on the web at: www.baltimorecityschools.org

20. ADJOURNMENT

Subject 20.01 Adjournment

Meeting Apr 24, 2018 - Public Board Meeting

Category 20. ADJOURNMENT

Type Action

Motion & Voting
to adjourn the meeting at 9:50 p.m.

Motion by Martha James-Hassan, second by Michelle Harris Bondima.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Agenda Item Details

Meeting          May 08, 2018 - Public Board Meeting
Category         8. CONSENT AGENDA-VOTE
Subject          8.04 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements: 100% Project Schools - Amended;
Type             Action (Consent)
Recommended Action Approve the amended request from the 04/24 Public Board meeting to now include ACCE among the 100% Project Schools.

Waiver Application for Post-Labor Day Executive Order Requirements- 100 Project Schools SY18-19.pdf (731 KB)

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Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair
Tuesday, May 8, 2018
Public Board Meeting

200 East North Avenue
1st Floor Board Room
6:00pm

1. OPENING OF MEETING AND EXECUTIVE SESSION

| Subject | 1.01 The Board may adjourn to closed session in accordance with Section 10-508 of the State Government Article of the Annotated Code of Maryland. |
| Meeting | May 8, 2018 - Public Board Meeting |
| Category | 1. OPENING OF MEETING AND EXECUTIVE SESSION |
| Type | Information, Discussion |

File Attachments
5-08-18 Public Agenda Updated 5-07-18 No 2.pdf (733 KB)

| Subject | 1.02 Reopening of Public Business Meeting - Call to Order: Presentation of Colors |
| Meeting | May 8, 2018 - Public Board Meeting |
| Category | 1. OPENING OF MEETING AND EXECUTIVE SESSION |
| Type | Action |

Motion & Voting
to reopen meeting at 5:10 p.m.

Motion by Michelle Harris Bondima, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

| Subject | 1.03 Recognition of Student Performers & JROTC |
| Meeting | May 8, 2018 - Public Board Meeting |
| Category | 1. OPENING OF MEETING AND EXECUTIVE SESSION |
The public will observe a moment of silence.

**Subject**  
1.05 Approval of prior open session minutes and closed session summaries.

**Meeting**  
May 8, 2018 - Public Board Meeting

**Category**  
1. OPENING OF MEETING AND EXECUTIVE SESSION

**Type**  
Action

**Recommended Action**  
To approve items as presented.

**Motion & Voting**

To approve items as presented.

Motion by Martha James-Hassan, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

## 2. BOARD COMMITTEE REPORTS

**Subject**  
2.01 OPERATIONS COMMITTEE

**Meeting**  
May 8, 2018 - Public Board Meeting

**Category**  
2. BOARD COMMITTEE REPORTS

**Subject**  
2.02 POLICY COMMITTEE

**Meeting**  
May 8, 2018 - Public Board Meeting

**Category**  
2. BOARD COMMITTEE REPORTS

**Subject**  
2.03 TEACHING AND LEARNING COMMITTEE
3. BOARD CHAIR COMMENTS

Subject 3.01 Board Chair Comments
Meeting May 8, 2018 - Public Board Meeting
Category 3. BOARD CHAIR COMMENTS
Type Report

Subject 3.02 There are no donations reported at this time.
Meeting May 8, 2018 - Public Board Meeting
Category 3. BOARD CHAIR COMMENTS
Type

4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS

Subject 4.01 Personnel, Employment and Payroll (PEP) Report
Meeting May 8, 2018 - Public Board Meeting
Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS
Type Action

Recommended Action Approve the PEP as presented.

Motion & Voting
Approve the PEP as presented.

Motion by Michelle Harris Bondima, second by Muriel Berkeley.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject 4.02 Waiver Case No. ETH2018-04
Meeting May 8, 2018 - Public Board Meeting
Category 4. APPROVAL OF PERSONNEL AND QUASI-JUDICIAL MATTERS
Motion & Voting

to approve item as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

5. CEO COMMENTS

Subject 5.01 CEO's Comments
Meeting May 8, 2018 - Public Board Meeting
Category 5. CEO COMMENTS

6. CONSENT AGENDA REVIEW

Subject 6.01 CONSENT AGENDA REVIEW
Meeting May 8, 2018 - Public Board Meeting
Category 6. CONSENT AGENDA REVIEW
Type Information

- Appeals and Hearings
- PEP
- Procurement

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

SECTION 10 - CHIEF ACADEMIC OFFICER
1. KENDALL HUNT PUBLISHING COMPANY ................................................................. OPS APR 17
2. FILE-X DOCUMENT IMAGING SERVICES, INC., JKB, LLC, AND NEO TECHNOLOGIES, INC. ........ OPS APR 17
3. EXTENDED LEARNING SERVICES - YOUNG AUDIENCES OF MARYLAND ................................ T&L May 1

SECTION 12 - CHIEF INFORMATION TECHNOLOGY OFFICER
1. DATA NETWORKS .................................................................................................. NOT REQUIRED TO GO TO COMMITTEE DUE TO AMOUNT

SECTION 13 - CHIEF OPERATING OFFICER
1. E. PIKOUNIS CONSTRUCTION COMPANY, INC. ..................................................OPS APR 17
2. E. PIKOUNIS CONSTRUCTION COMPANY, INC. ..................................................OPS APR 17
## 7. PUBLIC COMMENT & SPECIAL RECOGNITIONS

<table>
<thead>
<tr>
<th>Subject</th>
<th>7.01 Special Recognitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
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<tr>
<td>Category</td>
<td>7. PUBLIC COMMENT &amp; SPECIAL RECOGNITIONS</td>
</tr>
<tr>
<td>Type</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject</th>
<th>7.02 Parent Community Advisory Board (PCAB) - Trish Garcia Pilla, Chair</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
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<td>Category</td>
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<td>Type</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Subject</th>
<th>7.03 Baltimore Teachers Union (BTU) – Chandra Carriere, Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
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<td>Type</td>
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<table>
<thead>
<tr>
<th>Subject</th>
<th>7.04 Special Education Citizens Advisory Committee (SECAC)</th>
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<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
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<tr>
<td>Category</td>
<td>7. PUBLIC COMMENT &amp; SPECIAL RECOGNITIONS</td>
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<table>
<thead>
<tr>
<th>Subject</th>
<th>7.05 PTA Council of Baltimore City (PTACBC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
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<tr>
<td>Category</td>
<td>7. PUBLIC COMMENT &amp; SPECIAL RECOGNITIONS</td>
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<td>Type</td>
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</tbody>
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<thead>
<tr>
<th>Subject</th>
<th>7.06 American Federation of State, County and Municipal Employees (AFSCME)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
</tr>
<tr>
<td>Category</td>
<td>7. PUBLIC COMMENT &amp; SPECIAL RECOGNITIONS</td>
</tr>
<tr>
<td>Type</td>
<td></td>
</tr>
</tbody>
</table>
7.09 Associated Student Congress for Baltimore City (ASCBC)
Meeting
May 8, 2018 - Public Board Meeting
Category
7. PUBLIC COMMENT & SPECIAL RECOGNITIONS
Type

Up to ten members of the public may register for an opportunity to speak by signing Public Comment Sign-up sheet located at the Information Desk in the front lobby. The Public Comment Sign-up sheet will be made available on the day of the regularly scheduled public board meeting from 4:30 p.m. to 5:45 p.m. or until the ten speaking opportunities have been taken. Groups shall designate only one (1) person to speak on their behalf; no more than one entry on the sign-up sheet will be recognized at a board meeting. Each person wishing to speak MUST complete the following information on the Public Comment Sign-up sheet or they may void their opportunity to speak:

a. name;
b. address;
c. email address (if applicable)
d. telephone number (if applicable);
e. school / civic / community affiliation; and
f. agenda topic about which the registrant wishes to speak.

4. Each speaker shall be limited to three minutes. **Individuals that have not fully completed the Public Comment Sign-up sheet may not be called for public comment.**

5. No speaker may use the opportunity to air employee grievances or make complaints on behalf of specific, individual students. Speakers are prohibited from discussing any matters that might come before the Board in the form of an appeal.

6. Speakers may not yield their time to another individual.

7. Time shall be kept by designated staff, and an audible warning shall be given at the conclusion of the three minutes of allotted time. When the speaker’s time has expired, he or she may thereafter conclude his or her remarks in a sentence or two, but may not exceed an additional 15 seconds time. The Chair shall then call for the next speaker.

8. The Chair shall rule out of order the comments of any speaker who verbally and personally attacks a school system employee or Board member. Any comments made after the speaker is ruled out of order shall not be part of the formal record (minutes) of the meeting.

9. The Chair shall also rule out of order the comments of any speaker who strays from the agenda item/topic on which the person signed up to speak.

10. A person attending an open session of the Board may not engage in any conduct that disrupts the session or that interferes with the right of members of the public to attend and observe the session.

**8. CONSENT AGENDA-VOTE**

<table>
<thead>
<tr>
<th>Subject</th>
<th>8.01 Contract Extension- PSASA</th>
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<tbody>
<tr>
<td>Meeting</td>
<td>May 8, 2018 - Public Board Meeting</td>
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<tr>
<td>Category</td>
<td>8. CONSENT AGENDA-VOTE</td>
</tr>
<tr>
<td>Type</td>
<td>Action (Consent)</td>
</tr>
</tbody>
</table>

Recommended Action: Approve the contract extension as presented.

*Our adopted rules of Parliamentary Procedure, Robert’s Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.*
Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject 8.02 Curriculum Approval: Mathematics and Fine Arts

Meeting May 8, 2018 - Public Board Meeting

Category 8. CONSENT AGENDA-VOTE

Type Action

Recommended Action Approve the math and fine arts curriculum as presented.

File Attachments
Math and Fine Arts Curriculum Approval.pdf (1,094 KB)
Algebra 1 Scope and sequence.pdf (138 KB)
Algebra 2 Scope and sequence.pdf (156 KB)
College Readiness Mathematics scope and sequence.pdf (84 KB)
Course Executive Summary Alg 1.pdf (68 KB)
Course Executive Summary Alg 2.pdf (97 KB)
Course Executive Summary College Readiness.pdf (69 KB)
Course Executive Summary Geometry.pdf (68 KB)
Course Executive Summary Pre Calculus.pdf (65 KB)
General Music Grade 1 Scope and Sequence.pdf (393 KB)
Geometry scope and sequence.pdf (85 KB)
Grade 2 General Music Scope and Sequence.pdf (392 KB)
Grade 3 General Music Scope and Sequence.pdf (392 KB)
Grade 4 General Music Scope and Sequence.pdf (402 KB)
Grade 5 General Music Scope and Sequence.pdf (301 KB)
Grade 7 General Music Scope and Sequence.pdf (402 KB)
Grades 6-8 General Music Executive Summary.pdf (367 KB)
High School Survey of Music Executive Summary.pdf (258 KB)
HS Fundamentals of Art Executive Summary.pdf (66 KB)
HS Fundamentals of Art Scope and Sequence.pdf (92 KB)
HS Survey of Music Scope and Sequence.pdf (301 KB)
Math Grade 1 Executive Summary.pdf (66 KB)
Math grade 1 scope and sequence.pdf (82 KB)
Math Grade 2 Executive Summary.pdf (68 KB)
Math grade 2 scope and sequence.pdf (94 KB)
Math Grade 3 Executive Summary.pdf (67 KB)
Math grade 3 scope and sequence.pdf (110 KB)
Math Grade 4 Executive Summary.pdf (68 KB)
Math grade 4 scope and sequence.pdf (88 KB)
Math Grade 5 Executive Summary.pdf (66 KB)
Math grade 5 scope and sequence.pdf (118 KB)
Math Grade 6 Executive Summary.pdf (66 KB)
Math grade 6 scope and sequence.pdf (78 KB)
Math Grade 7 Executive Summary.pdf (65 KB)
Motion & Voting

Approve the math and fine arts curriculum as presented.

Motion by Martha James-Hassan, second by Linda Chinnia.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden
Not Present at Vote: Johnette A Richardson

Subject  
8.03 Policy EGD: Internet Safety/Acceptable Use of Technology (2nd Reader)

Meeting  
May 8, 2018 - Public Board Meeting

Category  
8. CONSENT AGENDA-VOTE

Type  
Action (Consent)

Recommended Action  
Approve the policy as presented.

Please note that there have been no suggested revisions to Regulative Administration's RA and RB. They are included as they are part of the initial policy.

File Attachments
PRESENTATION- EGD - Internet Safety - Acceptable Use of Technology.pdf (366 KB)
EGD - Internet Safety - Acceptable Use of Technology (2nd Reader).pdf (188 KB)
EGD - RA - Internet Safety - Acceptable Use of Technology Employees FINAL.pdf (150 KB)
EGD - RB - Internet Safety - Acceptable Use of Technology Students FINAL.pdf (141 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through
Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject
8.04 Waiver Request: Post-Labor Day/June 15th Executive Order Requirements: 100% Project Schools - Amended

Meeting
May 8, 2018 - Public Board Meeting

Category
8. CONSENT AGENDA-VOTE

Type
Action (Consent)

Recommended Action
Approve the amended request from the 04/24 Public Board meeting to now include ACCE among the 100% Project Schools.

File Attachments
Waiver Application for Post-Labor Day Executive Order Requirements- 100 Project Schools SY18-19.pdf (731 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject
8.05 FY19 Budget

Meeting
May 8, 2018 - Public Board Meeting

Category
8. CONSENT AGENDA-VOTE

Type
Action
Recommended Action
Approve the budget as presented.

File Attachments
FY19 School Budget Guidance.pdf (1,217 KB)
FY19 Budget Presentation.UPDATED.05.08.18.pdf (2,758 KB)
0424218_BudgetBook.pdf (3,490 KB)
Updates to the Proposed FY19 Budget.pdf (399 KB)

Motion & Voting
Approve the budget as presented.

Motion by Andrew Frank, second by Peter Kannam - Vice Chair.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Peter Kannam - Vice Chair, Michelle Harris Bondima
Nay: Martha James-Hassan, Johnette A Richardson
Abstain: Ronald S McFadden

Subject 8.06 Waiver Request: Edmondson Legacy Experience
Meeting May 8, 2018 - Public Board Meeting
Category 8. CONSENT AGENDA-VOTE
Type Action (Consent)

File Attachments
Waiver Request- FKA- Edmondson Legacy Experience.pdf (298 KB)

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting
Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

9. PROCUREMENT - CHIEF EXECUTIVE OFFICER

Subject 9.01 Agenda items were not submitted for this meeting.
Meeting May 8, 2018 - Public Board Meeting
10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Subject 10.01 Kendall Hunt Publishing Company

Meeting May 8, 2018 - Public Board Meeting

Category 10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Type Action (Consent)

Recommended Action The Chief Academic Officer requests the Board’s approval to increase the contract with Kendall Hunt Publishing Company by $250,000 from $300,000 to $550,000 to purchase Mentoring Young Mathematicians curricula and supporting professional development. The Board approved the contract on September 13, 2016. The current contract term is September 14, 2016 through September 13, 2019. The request for the contract increase is based on the addition of two more units within the Project M2: Mentoring Young Mathematicians series from six units to eight units, the addition of three more units within the Project M3: Mentoring Mathematical Minds from twelve units to fifteen, and an expansion of the original request for use in all 27 Gifted and Advanced Learning schools to the current 58 Gifted and Advanced Learning schools presently within our portfolio with those grade levels.

Section 10.01
CHIEF ACADEMIC OFFICER
Kendall Hunt Publishing Company
M² & M³ Gifted Math Curricula and Training
Contract Increase

Request of the Board

The Chief Academic Officer requests the Board’s approval to increase the contract with Kendall Hunt Publishing Company by $250,000 from $300,000 to $550,000 to purchase Mentoring Young Mathematicians curricula and supporting professional development. The Board approved the contract on September 13, 2016. The current contract term is September 14, 2016 through September 13, 2019.

The request for the contract increase is based on the addition of two more units within the Project M²: Mentoring Young Mathematicians series from six units to eight units, the addition of three more units within the Project M³: Mentoring Mathematical Minds from twelve units to fifteen, and an expansion of the original request for use in all 27 Gifted and Advanced Learning schools to the current 58 Gifted and Advanced Learning schools presently within our portfolio with those grade levels.

Project M²: Mentoring Young Mathematicians is a series of eight curriculum units designed for grades K-2 to foster inquiry and engage students in critical thinking, problem solving, and communication activities. Aligned to the Common Core State Standards for geometry and measurement, Project M² units focus on “in-depth” mathematics using research-based practices and standards in mathematics education and early childhood education. At each grade level, one unit focuses on geometry and the other on measurement as key areas of emphasis. Through the use of engaging characters who guide students through the curriculum, students are led to new learning environments where they can develop reasoning and communication skills related to each area of emphasis.

Project M³: Mentoring Mathematical Minds is a series of fifteen curriculum units developed to motivate and challenge mathematically talented students at the elementary level. It has long been recognized as one of the nation’s top programs in gifted mathematics education. Supporting the Common Core Standards and based on NAGC exemplary
practices, Project M³ facilitates learning with a digital eBook for teachers that provides organization and suggested pacing for each unit, includes rubrics, and differentiates instruction. The curriculum features explorations of simulated or real-life problems so students can actively solve them in the same ways that practicing mathematicians do.

Unit costs include teacher guides with a 3-year digital license, student journals, and manipulative kits. Subsequent purchases in the future for these schools in year 2 and beyond will be limited to replacement student journals, and an eventual renewal of the digital license after 3 years (approximately $1,000 per school). This request also includes costs associated with providing professional development to teachers on the use of this advanced curricula.

Selection Methodology

<table>
<thead>
<tr>
<th>Contract Type:</th>
<th>Requirements Contract</th>
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</thead>
<tbody>
<tr>
<td>Multiple Awards:</td>
<td>No</td>
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<tr>
<td>Contract Term:</td>
<td>September 14, 2016 through September 13, 2019</td>
</tr>
<tr>
<td>Prior Contract End Date:</td>
<td>N/A</td>
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<tr>
<td>Lowest Bidder(s):</td>
<td>N/A</td>
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<tr>
<td>Contract Increase:</td>
<td>Yes - $250,000.00</td>
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<tr>
<td>Vendor &amp; Amount:</td>
<td>Kendall Hunt Publishing: $550,000.00</td>
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<tr>
<td>Funding Source:</td>
<td>Individual school budgets and District - $350,000.00</td>
</tr>
<tr>
<td>Title I funds - 4501.18.00.0203.0239.0680.0425 - $200,000.00</td>
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</tr>
<tr>
<td>Solicitation Process:</td>
<td>In accordance with Section 3-106(2)(b) of the City Schools’ Procurement Administrative Regulations and Section §5-112 of the MD Annotated Code Education Article, Instructional materials are exempt from competitive bidding.</td>
</tr>
</tbody>
</table>

MBE/WBE Results: N/A

Financial / Budget Implications

District FY18 Title I funds, which were recently reallocated from other priority areas, will be used to purchase these materials for Title I schools that are implementing gifted and advanced learning programming. There are also unspent funds from the literacy blueprint, which was shifted to the FY19 Title I grant, freeing up FY18 funds to be spent before the grant expires. Additionally, schools may use their own Title I or general funds to purchase these materials.

Evidence of Effectiveness

The Project M² curriculum is part of a research study conducted by the Neag School of Education at the University of Connecticut. Research with schools currently using Project M² has demonstrated that Level 1 and Level 2 intervention groups showed significant gains from pre to post testing across all schools on the geometry and measurement sections and total open response assessment.

In 1995, the NCTM Task Force on the Mathematically Promising urged that, “new curricula standards, programs, and materials, should be developed to encourage and challenge the development of promising mathematical students, regardless of gender, ethnicity, or socioeconomic background” (Sheffield, Bennet, Berriozaabál, DeArmond, & Wertheimer, 1995, p. 8). In response, a collaborative team of experienced mathematicians, mathematics educators, and leaders in the field of gifted and talented education developed Project M3: Mentoring Mathematical Minds curriculum units under the auspices of a U.S. Department of Education Javits Program research grant. Following the recommendations set forth in the literature, the units engage students in both advanced and enriched content as they process the mathematics like practicing mathematicians. Additionally, the lessons are differentiated to meet the range of needs of talented students.

Research conducted on Project M³ demonstrated a significant increase in student understanding across all mathematical concepts from pre- to post-testing. Students using the curriculum consistently outperformed a group of like-ability students who did not use Project M3 on standardized testing and open-response items from international and national tests. Students in Project M3 began each unit with a mean pretest score ranging from 7 to 36% of the total score possible. Although talented students typically might score higher than this on an assessment,
the researchers designed the curriculum, testing, and scoring to be very rigorous to challenge students and to avoid a ceiling effect. At the end of each unit, students earned 48 to 77% of the total score, showing remarkable improvement, with mean percent total gains from 30 to 55%. The almost entirely open-ended unit tests and their rubrics required a great deal from students in explaining their answers using precise and accurate mathematics and mathematics vocabulary, and students made great strides in this process. Moreover, 94 to 100% of students, regardless of school or SES, made gains from pretest to posttest for each unit.

**Author:** Janise Lane, Executive Director of Teaching and Learning

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**Motion & Voting**

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

**Subject**

10.02 FILE-X Document Imaging Services, Inc., JKB, LLC, and NEO Technologies, Inc.

**Meeting**

May 8, 2018 - Public Board Meeting

**Category**

10. PROCUREMENT - CHIEF ACADEMIC OFFICER

**Type**

Action (Consent)

**Recommended Action**

The Chief Academic Officer requests the Board’s approval of a requirements contract with File-X Document Imaging Services, JKB, LLC, and NEO Technologies Inc. The estimated total amount of the contract including renewals is $516,000.00. The contract term is May 9, 2018 through May 8, 2021 with two (2) one-year renewals. The annual amount will vary depending upon the district’s need for document scanning.

The contract provides for the scanning of inactive confidential student Individualized Education Program (IEP) records that reside at closing or moving schools. While Maryland Online IEP is an MSDE application to maintain electronic IEP records, the District must also legally maintain hardcopy folders containing various paper records, with original signatures, associated with the student’s IEP. For example, a confidential physical IEP folder may contain related service provider notes, psychological evaluations, guardian letters/inquiries/telephone messages, report cards, etc.

**Section 10.02**

**CHIEF ACADEMIC OFFICER**

FILE-X Document Imaging Services, Inc., JKB, LLC, and NEO Technologies, Inc.
Document Scanning and Management Services

**Request of the Board**
The Chief Academic Officer requests the Board's approval of a requirements contract with File-X Document Imaging Services, JKB, LLC, and NEO Technologies Inc. The estimated total amount of the contact including renewals is $516,000.00. The contract term is May 9, 2018 through May 8, 2021 with two (2) one-year renewal options. The annual amount will vary depending upon the district's need for document scanning.

The contract provides for the scanning of inactive confidential student Individualized Education Program (IEP) records that reside at closing or moving schools. While Maryland Online IEP is an MSDE application to maintain electronic IEP records, the District must also legally maintain hardcopy folders containing various paper records, with original signatures, associated with the student's IEP. For example, a confidential physical IEP folder may contain related service provider notes, psychological evaluations, guardian letters/inquiries/telephone messages, report cards, etc.

It is anticipated that thousands of these inactive IEP files will need to be stored electrically which will make locating them easy and avoid the need for a considerable amount of climate-controlled space. The Contractor will pick up, scan, index and securely destroy the student's IEP files. The records will be stored in the cloud from which the District can perform key word searches etc. to locate the information as necessary.

**Selection Methodology**

- **Contract Type:** Requirements Contracts
- **Multiple Awards:** Yes
- **Contract Term:** May 9, 2018 through May 8, 2021 w/ two (2) one-year renewal options
- **Prior Contract End Date:** N/A
- **Lowest Bidder(s):** Yes
- **Contract Increase:** No
- **Vendors & Amount:** File-X Document Imaging Services, Inc., JKB, LLC, and NEO Technologies Inc. Est. total amount - $516,000.00
- **Funding Source:** Special Education General Funds - 3001.XX.00.0206.0401.0582.0399
- **Solicitation Process:** Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on December 22, 2017, City Schools issued a competitive sealed bid IFB-18024. Fourteen (14) bids were received and File X Document Imaging Services, JKB, LLC, and NEO Technologies Inc. were deemed the lowest, responsive, and responsible bidders.

**MBE/WBE Results:** A waiver was granted for this solicitation. During the goal determination process, this contract was not assigned M/WBE goals for the following reasons:

- Scope of services do not allow for subcontracting opportunities.
- Prime contractor sole responsibility to perform the scope of work within the contract.
- Minimal annual contract dollars.

**Note:** NEO Technologies, Inc. is a minority owned business.

**Evidence of Effectiveness**

Over the next four to five-years schools will move physical locations or close for various reasons. When this happens, physical IEP files for active students move to the school location of the student. Inactive physical IEP files need to be safely stored for seven (7) years past the student's exit date. With this contract, City Schools files will be scanned to the Cloud for storage and retrieval by staff.

In 2017 File-X Document Imaging Services was hired to pick up approximately 425,000 images for closing locations, Forest Park High School, Northwestern High School, and Samuel F.B. Morse Elementary School. An average IEP Confidential File may contain anywhere from 100 – multiple thousands of pages.

There are 19 schools with roughly 4,000 inactive student IEP files which need to be picked-up during June or July 2018.

**Author:** Dr. Debra Y. Brooks, Executive Director of Special Education
Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject

10.03 Extended Learning Services – Young Audiences of Maryland

Meeting
May 8, 2018 - Public Board Meeting

Category
10. PROCUREMENT - CHIEF ACADEMIC OFFICER

Type
Action

Recommended Action
The Chief Academic Officer requests the Board's approval to extend the contract term and increase the contract amount with Young Audiences of Maryland to continue to provide extended learning services as well as the Summer Arts and Learning Academy. The current contract term is August 10, 2016 through August 31, 2019. The Board is requested to approve a contract extension through June 30, 2021 as well as increase the estimated annual amount of the contract from $1,200,000 to $2,600,000.

Section 10.03
CHIEF ACADEMIC OFFICER
Extended Learning Services – Young Audiences of Maryland

Request of the Board
The Chief Academic Officer requests the Board's approval to extend the contract term and increase the contract amount with Young Audiences of Maryland to continue to provide extended learning services as well as the Summer Arts and Learning Academy. The current contract term is August 10, 2016 through August 31, 2019. The Board is requested to approve a contract extension through June 30, 2021 as well as increase the estimated annual amount of the contract from $1,200,000 to $2,600,000.

Young Audiences of Maryland provides a variety of educational arts performances, arts integration programming, and arts integrated after school and summer learning programs, with the goal of increasing student achievement in and through the arts. Programming can be focused specifically on teaching skills related to the arts, or teaching academic content aligned to relevant state standards through arts integration.

Since 2015, Young Audiences has also provided a Summer Arts and Learning Academy for City Schools' students in grades K-5. This program has expanded over time, and in the Summer of 2018 will serve an estimated 2,175 students at eight locations across the city, doubling the students served in 2017. To accommodate the increased costs associated with doubling the number of students served in 2018, Young Audiences' current contract must be increased.

The cost for each program is dependent upon the length of the program, the number of students served, the number of service hours in the program, and the cost of materials. The program costs outlined below reflect the maximum cost for each service; costs may be lower than stated depending upon how the program is customized to meet the needs of each school served.
• Assembly Performance Programs: Up to $1,300 for a one hour performance for up to 250 participants.
• Fine Arts Residencies: $1,500 - $3,800 depending on length, number of participants, and number of artists.
• Arts Integration Residencies: $1,500 - $3,800 depending on length, number of participants, and number of artists.
• Arts Integrated Summer and After School Programs: Cost varies based on number of participants, length, and service requirements. Maximum cost is $225 per hour per classroom.

Selection Methodology

Contract Type: Requirements Contract
Multiple Awards: Yes
Contract Term: August 10, 2016 through June 30, 2019
Contract Increase: Yes $1.4MM
Lowest Bidder(s): N/A
Vendor and Amount: Young Audiences of Maryland - $2,600,000 estimated annually

Funding Source(s): Title I funds: 4501.XX.00.0203.0191.0675.0399 - $2.500,000 (summer)
Individual school budgets - school based expenditures are dependent upon each participating schools' budget and programmatic requirements.
Solicitation Process: In accordance with Section 3-106(2)(b) of the City Schools' Procurement Administrative Regulations and Section 5-112 of the MD Annotated Code Education Article, instructional materials are exempt from competitive bidding. PQS-2016-1
Extended Learning Services
MBE/WBE Results: N/A

Evidence of Effectiveness

Young Audiences (YA) has provided high quality arts-in-education services to Baltimore and across the state of Maryland for over 65 years. YA is committed to transforming the lives and education of youth through the arts by connecting educators, professional teaching artists, and communities. The effectiveness of YA programs is demonstrated through both external, professional data collection and evaluation, and consistent internal evaluation. Additionally, the effectiveness of YA programming is demonstrated by the significant increase in demand for YA programs in recent years. In the last decade, the number of student services provided has more than doubled.

In SY16-17, Young Audiences partnered with 73 city schools, directly serving 30,765 students and providing 69,226 hours of student learning. So far in SY17-18, YA has partnered with 56 schools in Baltimore City and anticipates working with 20-25 more during the remainder of the year. YA programming touches all areas of the school day, after school, and summer.

Summer Arts and Learning Academies

Over the last three summers, Young Audiences has partnered with City Schools to operate the Summer Arts and Learning Academies (SALA), part of City Schools’ K-5 Title I funded summer learning program. This program has grown from 250 students in Summer 2015 to an anticipated 2,175 in Summer 2018.
During Summer 2017, 1,156 students in grades K-5 participated in SALA. Young Audiences saw an increase in average daily attendance, from 66.1% in Summer 2016 to 75.3% in Summer 2017, which was the highest attendance rate of the two providers offering elementary summer learning programs.

The SALA program, over the last 3 years, has demonstrated the ability to improve student math knowledge as evaluated on a number of measures. All students take a Pre/Post math assessment as part of the program (on the first and last day) to assess their learning within the program. During summer 2017, 84% of all students saw gains from the pre- to the post test.

In addition to YA’s internal evaluation of student growth, the Office of Achievement and Accountability (OAA) performed a separate evaluation looking at the program’s impact on student’s standardized test scores. OAA summarized their findings as, “Title I Summer program students generally demonstrated less learning loss than peers with no identified summer intervention, especially in grades 3-4 reading and K-2 math.” Evaluation by OAA
also showed that students on average showed less summer learning loss, as measured by i-Ready and DIBLES for students participating in the program versus students who did not attend a district run summer program.

Parents and students completed satisfaction surveys and self-assessments to provide Young Audiences with additional information that can be used to improve the program in future years. 91% of parent survey respondents agreed that participating in SALA increased their student’s ability to express ideas, 90% agreed that the program increased their student’s self-confidence, and 87% agreed the program increased their student’s eagerness to learn.

Students completed a pre- and post-survey that measured how they feel about a number of topics before and after participation in SALA. On average, students reported growth in all areas, including reading, writing, math, using art to express oneself, and enjoying art.

**In School Assemblies**

During SY16-17 Young Audiences artists performed 263 assemblies for 25,256 students at 56 city schools and 22 Pratt Library locations as part of the City Schools Learning Journey’s Program. During SY17-18, thus far YA artists performed 62 assemblies for 9411 students at 34 city schools.

**Artist in Residence Programs**

In SY16-17, YA provided 94 artists in residence programs in 48 city schools providing nearly 45,000 hours of learning for over 8000 students. Thus far in SY17-18, YA has provided 48 artist in residence programs in 42 City Schools providing over 16,500 in learning in and through the arts. Teacher evaluations of residencies from SY16-17 and 18 show that 100% of teachers responding said they either agreed or strongly agreed that they "would recommend this artist".

**Author:** Janise Lane, Executive Director of Teaching and Learning

**Motion & Voting**

The Chief Academic Officer requests the Board’s approval to extend the contract term and increase the contract amount with Young Audiences of Maryland to continue to provide extended learning services as well as the Summer Arts and Learning Academy. The current contract term is August 10, 2016 through August 31, 2019. The Board is requested to approve a contract extension through June 30, 2021 as well as increase the estimated annual amount of the contract from $1,200,000 to $2,600,000.

Motion by Michelle Harris Bondima, second by Linda Chinnia.

Final Resolution: Motion Carries

Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Peter Kannam - Vice Chair, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson

Abstain: Martha James-Hassan

**11. PROCUREMENT - CHIEF FINANCIAL OFFICER**

**Subject**

11.01 Agenda items were not submitted for this meeting.

**Meeting**

May 8, 2018 - Public Board Meeting

**Category**

11. PROCUREMENT - CHIEF FINANCIAL OFFICER

**Type**

Information

**12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER**
Subject: 12.01 Data Networks

Meeting: May 8, 2018 - Public Board Meeting

Category: 12. PROCUREMENT - CHIEF INFORMATION TECHNOLOGY OFFICER

Type: Action (Consent)

Recommended Action: In accordance with Baltimore City Public Schools Administrative Regulations (DJA-RA), the Chief Information Technology Officer wishes to advise the Board of an emergency procurement that was approved by the CEO to purchase a replacement data center server from Data Networks at the cost of $65,870.00.

Section 12.01
CHIEF INFORMATION TECHNOLOGY OFFICER

Data Networks
Replacement Data Center Server
Emergency Procurement

Request of the Board

In accordance with Baltimore City Public Schools Administrative Regulations (CJA-RA), the Chief Information Technology Officer wishes to advise the Board of an emergency procurement that was approved by the CEO to purchase a replacement data center server from Data Networks at the cost of $65,870.00.

The emergency procurement was necessary due to a recent Trojan attack on District's data centers which occurred on March 30th at 6:42 PM. This server appliance will replace 1 of the 4 server appliances in the cluster. This failure causes the system resources to be oversubscribed and could result in total failure. The cluster runs the core of the District's production environment; thus, not having it fully functional puts the District at risk. Types of functions handled by these appliances are as follows: i.e. the NACHA file server repository for payroll, data link functions for sharing data with the health department and State reporting, virus scan function for file uploads through employment application system, etc.

The last emergency procurement request occurred on April 12, 2018.

Selection Methodology

Contract Type: Emergency Procurement
Multiple Awards: Yes
Contract Term: June 14, 2017 – March 14, 2026
Lowest Bidder(s): N/A
Contract Increase: N/A
Vendor & Amount: Data Networks - $65,870
Funding Source: Security and Data Center – Servers, General Funds: 3001.18.00.0201.2330.0813.0675 - $65,870
Solicitation Process: Emergency Procurement per Section 3-201 of City Schools' Administrative Regulations which allows for the approval of contracts to avoid or to mitigate serious damage to public health, safety, and welfare, or to procure needed supplies, equipment, or services to prevent the disruption or interference with the education programs of the City Schools. A 2nd quote was provided by CAS Severn in the amount of $66,280.41
MBE/WBE Results: City Schools is piggybacking the competitively solicited MEEC Hardware contract #UMD-972016. Scope of services do not allow for subcontracting opportunities.

Financial/Budget Implications

https://www.boarddocs.com/mabe/bcps/board.nsf/goto?open&id=87UHP87O877F#
IT is redirecting budgeted funds from the VoIP implementation support to satisfy the purchase of the critical server. The impact of this redirection would simply delay the distribution and setup of VoIP phone lines in this quarter. IT is confident that the network team resources in the next fiscal year will be sufficient to close the gap of deployment.

Evidence of Effectiveness

The MEEC contract provides discounts up to 50% off of the suggested manufacturer’s list price. The agreement will provide ITD and schools the ability to acquire the necessary computer hardware throughout the district.

Author: Armsby Carbon, Special Assistant to the CITO

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Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S. McFadden, Johnette A. Richardson
Not Present at Vote: Peter Kannam - Vice Chair

13. PROCUREMENT - CHIEF OPERATING OFFICER

Subject 13.01 E. Pikounis Construction Company, Inc.

Meeting May 8, 2018 - Public Board Meeting

Category 13. PROCUREMENT - CHIEF OPERATING OFFICER

Type Action (Consent)

Recommended Action The Chief Operating Officer requests the Board’s approval of a competitively bid contract with E. Pikounis Construction to provide window and exterior door replacement services at Francis Scott Key Elementary/Middle School #76 in the total amount of $742,400.00. The project was included as part of the FY 2017 CIP, which was approved by the Board on September 27, 2016. The price includes base bid item #1 in the amount of $626,000.00, alternate item #3 (security screens) in the amount of $61,400.00, as well as $55,000.00 project contingency.

Section 13.01

CHIEF OPERATING OFFICER

E. Pikounis Construction Company, Inc.

Window Replacement Services at Francis Scott Key Elementary/Middle School #76

Request of the Board

The Chief Operating Officer requests the Board’s approval of a competitively bid contract with E. Pikounis Construction to provide window and exterior door replacement services at Francis Scott Key Elementary/Middle
School #76 in the total amount of $742,400.00. project was included as part of the FY 2017 CIP, which was approved by the Board on September 27, 2016. The price includes base bid item #1 in the amount of $626,000.00, alternate item #3 (security screens) in the amount of $61,400.00, as well as $55,000.00 project contingency.

Selection Methodology

Contract Type: Fixed Price
Multiple Awards: No
Contract Term: All work shall be completed within 365 days from the date of NTP
Lowest Bidder: Yes
Contract Increase: N/A
Vendor & Amount: E. Pikounis Construction - $742,400.00
Funding Source: Capital Funds – 9001.17.PF.0215.3603.0076.1110.000.0000

Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on March 6, 2018, City Schools issued a competitive sealed bid IFB-18046. Three (3) bids were received on March 20, 2018, and E. Pikounis Construction was deemed the lowest, responsive, and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 21% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 22% with sub-goals of 14% African-American, 4% Asian-American, and 4% Women.

City Schools’ MBE/WBE Liaison has reviewed and approved contractor’s compliance with the stated MBE subcontracting goals.

Evidence of Effectiveness

Approval of this request will replace the windows at Francis Scott Key Elementary/Middle School #76, improving the schools’ health and public safety.

Author: Ms. Cynthia Smith, Director – Facilities Design and Construction

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Motion & Voting

Approve the contract extension as presented.

Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

Subject 13.02 E. Pikounis Construction Company, Inc.
Meeting May 8, 2018 - Public Board Meeting
Category 13. PROCUREMENT - CHIEF OPERATING OFFICER
Type Action (Consent)
Recommended Action

The Chief Operating Officer requests the Board’s approval of a competitively bid contract with E. Pikounis Construction Company, Inc., to provide window replacement services at Lockman Bundy Elementary School #261 in the total amount of $594,800.00. The project was included as part of the FY 2017 CIP, which was approved by the Board on September 27, 2016. The price includes base bid item #1 in the amount of $534,000.00, alternate item #6 (replace main and east exterior doors) in the amount of $16,800.00, as well as $44,000.00 project contingency.

Section 13.02
CHIEF OPERATING OFFICER
E. Pikounis Construction Company, Inc.

Window Replacement Services at Lockman Bundy Elementary School #261

Request of the Board

The Chief Operating Officer requests the Board’s approval of a competitively bid contract with E. Pikounis Construction Company, Inc., to provide window replacement services at Lockman Bundy Elementary School #261 in the total amount of $594,800.00. The project was included as part of the FY 2017 CIP, which was approved by the Board on September 27, 2016. The price includes base bid item #1 in the amount of $534,000.00, alternate item #6 (replace main and east exterior doors) in the amount of $16,800.00, as well as $44,000.00 project contingency.

Selection Methodology

Contract Type: Fixed Price
Multiple Awards: No
Contract Term: All work shall be completed within 365 days from the date of NTP
Lowest Bidder: Yes
Contract Increase: N/A
Vendor & Amount: E. Pikounis Construction - $594,800.00

Funding Source: Capital Funds – 9001.17.PF.0215.3603.0261.1110.000.0000

Solicitation Process: Pursuant to Section 3-101(2) of the Procurement Administrative Regulations, on March 7, 2018, City Schools issued a competitive sealed bid IFB-18047. Two (2) bids were received on March 26, 2018, and E. Pikounis Construction Co., Inc., was deemed the lowest, responsive, and responsible bidder.

MBE/WBE Results: The MBE/WBE goals for this solicitation were 23% with sub-goals of 7% African-American and 4% Asian-American in accordance with State of Maryland guidelines. The actual results were 23% with sub-goals of 7% African-American, 12.47% Asian-American, and 3.53% Women.

City Schools’ MBE/WBE Liaison has reviewed and approved contractor’s compliance with the stated MBE subcontracting goals.

Evidence of Effectiveness

Approval of this request will replace the windows at Lockman Bundy Elementary School #261, improving the schools’ health and public safety.

Author: Ms. Cynthia Smith, Director – Facilities Design and Construction

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Motion & Voting

Approve the contract extension as presented.
Motion by Martha James-Hassan, second by Andrew Frank.
Final Resolution: Motion Carries
Yea: Muriel Berkeley, Cheryl Casciani - Chair, Linda Chinnia, Andrew Frank, Martha James-Hassan, Michelle Harris Bondima, Ronald S McFadden, Johnette A Richardson
Not Present at Vote: Peter Kannam - Vice Chair

14. PROCUREMENT - CHIEF HUMAN CAPITAL OFFICER

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15. PROCUREMENT - CHIEF ACCOUNTABILITY OFFICER

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16. PROCUREMENT - CHIEF LEGAL OFFICER

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17. PROCUREMENT - CHIEF OF SCHOOLS OFFICER

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18. INFORMATION AND DISCUSSION

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**File Attachments**

- SY1819 Operator Renewal Process Debrief.pdf (1,339 KB)

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**File Attachments**

- 2018 Charter School Applications.pdf (561 KB)

### 19. SCHEDULE OF MEETINGS

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<th>Subject</th>
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https://www.boarddocs.com/mabc/bcpss/Board.nsf/goto?open&id=87UHP87D677F#
Baltimore City Board of School Commissioners

Regularly scheduled public meetings of the Baltimore City Board of School Commissioners are held on the second and fourth Tuesday of each month during the school year, and once a month during holiday and summer months.

The executive session begins at 3 p.m. at the district office, 200 E. North Ave., Baltimore, MD 21202. The public session begins at 6 p.m. and may last up to four hours. The public sessions are held at the district office in the 1st Floor Board Room. Schedule changes are publicized on the district website and posted throughout the district office.

For the 2017-18 school year, the meeting schedule is as follows:

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<th>2017</th>
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Public Comment: Up to 10 members of the public may register for an opportunity to speak by signing the public comment sign-up sheet. The sign-up sheet is available in the lobby outside the 1st Floor Board Room from 4:30 to 5:45 p.m. on the day of each Board meeting. All public comments should address agenda items or items of educational interest. For more information regarding public comment procedures, please visit the Board section of the City Schools website at www.baltimorecityschools.org.

200 E. North Avenue, Room 406 • Baltimore, Maryland 21202 • Phone: (443) 642-4095 • Fax: (410) 545-3613
Visit us on the web at: www.baltimorecityschools.org

20. ADJOURNMENT

Subject 20.01 Adjournment
Meeting May 8, 2018 - Public Board Meeting
Category 20. ADJOURNMENT
Type Action
Motion & Voting