

January 3, 1967

The Board of Education of Howard County met in executive session from 9:00 to 11:15 a.m. on Tuesday, January 3, 1967, and held the regular meeting beginning at 11:15 a.m. The following members were present:

Mr. Austin A. Zimmer, President
 Dr. Edward L. Cochran
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. Fred K. Schoenbrodt
 Mr. John E. Yingling, Secretary

The following visitors were present during all, or part of, the meeting:

Mary Lynch	The TIMES
Louise Hawkins	The NEWS
Betty Balthis	St. John's Lane PTA
Mercedes J. Phillips	Community Action Council
Anita M. Iribe	League of Women Voters

Mrs. Mary Richardson, secretary to the Superintendent, was also present.

The minutes of the regular meeting held on Tuesday, December 5, 1966 had been distributed to the Board members prior to this meeting. Upon motion duly made and seconded, the minutes were approved as written. Co/C

Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended. Co/C

Upon motion duly made and seconded, the following teacher's contract was approved: Co/J

Eileen M. Frazier	Clarksville Elementary School - Grade 1 Annual Salary \$6,187 Partial Salary \$3,712.20
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Upon motion duly made and seconded, the following resignations were approved: Co/J

Betty Lou Cummins	Ellicott City Middle School - French and English Moved - husband transferred -- Effective December 16, 1966 [Began September 1, 1966]
Martha M. Green	St. John's Lane Elementary - Grade 4 Maternity - Effective January 27, 1967 [Began September 1, 1966]

Pauline R. Gwyn Savage Elementary - Grade 5
 Moved - Husband transferred -- Effective
 December 30, 1966
 [Began February 1, 1965]

Precia Ann McKinney Clarksville Elementary - Grade 1
 Personal illness - Effective November 30,
 1966 [Began September 1965]

The Secretary reported that there had been no transfers or promotions during the past month.

Bids on insurance covering Fire, Lightning, Extended Coverage, Vandalism and Malicious Mischief, and Blanket Liability and Property Damage, together with four Alternate bids, were received at the Board office at 10:00 a.m, January 3, 1967. Upon motion duly made and seconded, the Superintendent was delegated to make a decision on the award of the contract after consultation with the Board. Co/C

The list of building permits issued by the Building Engineer for Howard County for the month of December, 1966, had not been received at the time of this meeting. This information will be included in the agenda for the February meeting.

The Secretary reported that he had received copies of the following from the Planning Commission:

1. Brittany - Section 1
2. Superior Subdivision - Approved Preliminary
3. Ridge Manor located on Washington Boulevard. 10 acres.
4. Final Development Plan Criteria for
 - Phase I - Equestrian Center
 - Phase II - Village of Wilde Lake Subdivision -
 Sections 1, 2, 3, and 4
 - Phase III - Oakland Ridge Industrial Park Subdivision -
 Section 1
 - Phase IV - Town Center Subdivision - Section 1

The members of the Board were given copies of the Balance Sheet of the Board of Education for the month of November, 1966. The Board felt that the budget for the Community College should be separated from that of the Board of Education. This matter was discussed further and acted upon at the meeting of the Board of Trustees of Howard Community College following the meeting of the Board of Education.

The proposed Capital Improvements Program was discussed in detail by the members. The following action was taken:

The Secretary was authorized by motion duly made and seconded Co/C to request permission from the Howard County Board of County Commissioners to reallocate funds from money saved on other buildings to finance the following:

West Friendship Elementary School	
Addition for Health Room & Office	\$ 57,256
Scaggsville Elementary School	
Addition for Health Room & Office	56,408
Savage Elementary School	
Addition for Health Room & Office	16,500
Glenwood Middle School	
Equipment	<u>181,000</u>
	\$311,164

The Secretary was requested to arrange a meeting with the Board of County Commissioners and the Legislators to discuss enabling legislation for the following projects:

Wilde Lake Elementary School) 2nd District Elementary School)	\$ 760,000
Faulkner Ridge Elementary School	1,010,000
Vocational-Technical Center	625,000
Glenelg High School Addition	700,000
2nd District Middle School	1,600,000
Columbia Middle School	<u>1,550,000</u>
	\$6,245,000

The amounts listed above were agreed upon after thoroughgoing discussion of each project. Points brought out during the discussion were as follows:

The \$760,000 for the Wilde Lake Elementary and 2nd District Elementary Schools is the amount needed over and above what has already been authorized in prior sessions of the Legislature. These two schools will be built from plans evolved from the study now under way under the grant from the Educational Facilities Laboratory. The Committee working on this study expects to have a report ready for the Board within the next month.

The enabling legislation for funds for the Faulkner Ridge Elementary School is being requested at this time, although the money probably will not be spent until 1968.

Money for purchase of a site for the Vocational-Technical Center will come from transfer tax funds. The \$625,000 being requested represents the County's share for the facility, the remaining funds to come from State and Federal funds.

The addition to the Glenelg High School will provide a larger cafeteria, library, shower rooms and other space to take care of the projected enrollment of 1200 pupils. The Glenelg High School PTSA had requested a new auditorium for the high school, and the possibility of including this was carefully considered. The feeling of the Board is that a large auditorium would not be justified for use for school functions only, and that if such a room were to be added with the purpose of using it as a community center, funds should not rightly come from monies allocated for school building use, but rather from other County funds. The Secretary was requested to put this item on the agenda for discussion when the Board of Education meets with the Board of County Commissioners and the Legislators, in order to get their thoughts on the matter.

Enabling legislation for \$1,600,000 for construction of a middle school in the 2nd District is to be requested.

Mr. Schoenbrodt felt that it is not necessary nor advisable to request the entire amount necessary for construction of a middle school in the Columbia area at this time, but rather that the request should be for an amount sufficient to allow for planning of the school. After further consideration, upon motion duly made and seconded, the Secretary was instructed to request enabling legislation for the entire amount needed, \$1,550,000. Mr. Schoenbrodt was opposed. C/Co

Funds for the purchase of a site on Route 99 have already been allocated.

Before adjourning for lunch, Mr. Yingling stated that he would like to make an announcement. He informed the Board of Education that he desires to retire at the close of his present term, December 10, 1967. He explained that he would not be able to complete another four-year term in any case, because of mandatory retirement, and that he felt it was not desirable to accept appointment under these circumstances. Mrs. Crist said she hoped Mr. Yingling would be willing to continue to help the Board of Education. Dr. Cochran stated that the members of the Board heard Mr. Yingling's statement with considerable regret. Mr. Schoenbrodt commented that the County is deeply indebted to Mr. Yingling and that this will become more evident after he has left. Mr. Zimmer said that Mr. Yingling will be greatly missed and that he hopes he will continue at least until the end of the school year because the Board will need him. Mrs. James said she felt Mr. Yingling has done a very good job and would like to see him available as a consultant.

The meeting adjourned for lunch at 12:45. After reconvening the Board agreed that the last item on the Capital Improvements Program, Howard Community College site and building, should be considered during the meeting of the Board of Trustees of Howard Community College.

The Secretary advised the Board that funds were on hand which had been allocated for construction of Atholton High School and for possible renovation of the Board of Education building if at some future date it is necessary to convert this building back into a school. He suggested that it would be desirable to request permission from the Board

of County Commissioners to reallocate these funds for use in renovating some of the older buildings as part of a continuing program to bring them up to a standard more nearly equal to the newer schools. He felt it would be desirable to compile a list of renovations in order of priority, and to equip all schools substandard in the first priority item, then all schools in the second item, continuing to bring all schools up-to-date in each area to the extent that funds would allow. Upon motion duly made and seconded, the Secretary was requested to include this request in the agenda for the meeting with the County Commissioners and Legislators.

Co/C

The members of the Board had received copies of the following communications:

A letter from Mrs. D. T. Morar, Health Chairman, HCCPTA, endorsing the Health Advisory Committee's recommendations to the Board. The Secretary was requested to acknowledge this letter.

Minutes of the Citizens' Curriculum Committee meeting of December 1, 1966.

A letter from Mr. and Mrs. A. W. Alberg requesting consideration of various items for inclusion in the next budget. The Secretary was requested to acknowledge this letter.

Minutes of the meeting of the Vocational Education Steering Committee. In this connection, the Secretary advised the Board that he had just talked with Mr. Wallace Hamilton of the Rouse Company, and that the Rouse Company will make a firm proposal to the Board of Education by January 10th covering a site in Columbia for the proposed Vocational-Technical Center.

A letter from the Dage-Bell Corporation concerning future plans for educational television in the Howard County schools. The Secretary was asked whether any proposal had ever been received from Mr. Bushnell of the Brooks Foundation for a similar study, and requested him to talk to Dr. McKay of the State Department of Education and to write to Mr. Bushnell explaining to him that the Board had questioned him about this and that it was embarrassing not to have an answer for them.

The Board had been requested to set a date for the meeting with the Ecumenical Venture Committee, as the meeting scheduled earlier had been cancelled. The Board requested the Secretary to arrange a meeting on January 10th at 8:00 p.m., and to request the Committee to advise the Board in advance of any additional proposals to be considered at this meeting. It was moved, seconded and passed that this meeting should be open to the public.

Co/J

The Secretary recommended that the firm of Johannes and Murray be retained to design additions for the West Friendship, Scaggsville, and Savage elementary schools. Upon motion duly made Co/J and seconded the Secretary was authorized to do so.

The Secretary recommended that the firm of McLeod, Ferrara and Ensign be retained to prepare plans and write specifications for the Wilde Lake and Ellicott City area elementary schools. Upon motion duly made and seconded, the Secretary was authorized to do so, with the Co/J request that a meeting be scheduled with representatives of the firm to discuss planning of these buildings. It was agreed that this meeting should be closed.

The Board was requested to set a date for an evening meeting with representatives of the Teachers' Association to discuss matters to be included in the budget now being prepared. Wednesday, January 25th, at 8:00 p.m., was agreed upon for this meeting, which will be open to the public.

The Board discussed various recommendations to be incorporated into a policy governing assignment of pupils to schools outside their own district. Upon motion duly made and seconded, the following was C/J established as the policy of the Board of Education in this matter:

POLICY GOVERNING PUPIL ASSIGNMENT

Original Assignment

Pupils attending public schools in Howard County are assigned by the School Board to schools serving the area in which they legally reside.

Pupil Reassignment

When parents request transfer of pupils from one school to another within the county because of change of residence, application for registration should be made directly to the receiving school.

Special Assignment

1. When a parent desires his child to attend a school other than the one to which he has been assigned by the Board, application in writing must be made to the Supervisor of Pupil Personnel.

2. After investigation of the circumstances and consultation with the appropriate personnel, the Supervisor of Pupil Personnel shall make recommendation to the Superintendent regarding the pupil's placement. Such recommendation may be made on the basis of one of the following reasons:

- a. For medical reasons, on the written recommendation of a medical doctor;
 - b. To permit a student to participate in a program or course not available in his home school;
 - c. For reasons of hardship;
 - d. In instances where a parent is working in a school other than that to which the child is assigned.
3. While the application is pending, the applicant must remain in attendance in the school of original assignment.
 4. Transfer of individual students for special cause may be initiated by the Supervisor of Pupil Personnel. In each case after conducting an investigation and securing the consent of the parents, a recommendation as to placement will be made to the Superintendent.
 5. Appeals on the Superintendent's decisions may be made by written application to the Board of Education.

School Attendance Areas

All schools shall have designated attendance areas in order to make optimum use of all school facilities. To avoid crowding in some schools and unused facilities in others, pupils are required to attend the schools to which they are assigned unless a special exception is made. Pupil residence shall be the legal residence of his parents or guardians.

* * * * *

The Board of Education has on various occasions in the past been requested to assist with funds for the schooling of handicapped children who are unable to attend regular classes and who therefore have to go to private schools with programs designed for them. The Secretary transmitted to the Board the recommendations for a program of aid for such children, which recommendations had been compiled by Mr. Gilbert Miller, Supervisor of Pupil Personnel, and Mrs. Media Pennington, Supervisor of Guidance and Special Education. The Board considered these recommendations and other suggestions. It was moved and seconded that the Board accept the recommendations of Mr. Miller and Mrs. Pennington as a basis for a policy statement incorporating these recommendations and setting forth the composition of a committee to pass on the eligibility of children for this assistance. This statement will be presented to the Board for approval at the next regular meeting. J/C

This policy is to become effective at the start of the second semester, with monies to come from the contingency fund for the remainder of the present fiscal year. Funds for the program after that time are to be requested in the budget.

The members of the Board of Education feel it is desirable to distinguish between the five-member Board itself, and the administrative staff of the school system. In order to do this, it was agreed that the staff would be known in future as "The Department of Education" and the building in which it is housed will be termed "Department of Education of Howard County". The five-member Board will continue to be called "The Board of Education of Howard County". The Secretary was requested to have the signs on the building changed, and to reflect this change in nomenclature when ordering new stationery supplies.

Upon motion duly made, seconded, and passed the Board authorized the Secretary to make a survey in collaboration with Mr. Scott, broker of record, to ascertain the cost of bonding administrators and staff members.

C/Co

Mr. Claude Skinner, surveyor, had submitted a report on his survey of the grounds at Howard High School, which had been requested by the Board. This survey was to determine the feasibility of utilizing the existing land in front of the building as an athletic field. The Secretary read the report to the Board, and further advised them that he had again contacted the State Roads Department concerning their purchase of land in back of the school building for use as a highway. The State Roads Department has advised Mr. Yingling that they will let him know further about this in the near future. Upon motion duly made and seconded, this matter was tabled until this information has been received.

C/J

Mrs. Mary Hovet appeared before the Board to answer questions about her monthly report. Mrs. James stated that the National Education Association has designated the week of February 12th as "Negro History Week" and asked Mrs. Hovet whether any special plans had been made for observing this time. She explained that it is generally felt that the history books in use in the schools do not present the contributions of Negroes, and that teachers do not have materials or background information knowledge to teach this subject properly. Mrs. Hovet agreed that older books do not present this aspect of American history accurately, but that new books have been ordered and are now being placed in the schools which cover this field in a more equitable manner. She did not, however, know of any special observances being planned. Mrs. James said there is a film available from the NEA which she felt would be very helpful in motivating students and teachers to read more about Negro history, and Mrs. Hovet agreed to look into the matter.

Members of the Board questioned Mrs. Hovet about the new Title I program, and upon motion duly made and seconded tentatively approved the Title I program for middle schools.

Co/S

Questions were also raised regarding the need to train new teachers, to employ some teachers on an eleven-month basis to speed up the compilation of guide books for teachers, and the possibility of requiring completion of a certain number of in-service programs before granting tenure.

A report from Dr. McCullough on the adult education program was discussed by the Board, and upon motion duly made and seconded, it agreed to continue the program with funds transferred from some other account if necessary in the event the Federal program was curtailed or terminated.

S/Co

Before adjourning for the evening, the Board requested Mr. Yingling to remain as Superintendent until the end of the school year in June 1968. Mr. Yingling agreed to consider this request and to give the Board his decision at the meeting scheduled for January 10th.

Upon motion duly made and seconded, the meeting adjourned.

John E. Yingling Sec

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January 10, 1967

A special meeting of the Board of Education was held on Tuesday, January 10, 1967. The Board met in Executive Session from 7:00 to 8:00 o'clock, at which time the meeting was opened to the public. The following members were present:

Mr. Austin A. Zimmer, President
 Dr. Edward L. Cochran
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. Fred K. Schoenbrodt
 Mr. John E. Yingling, Secretary

The following visitors were present during the meeting:

Mary Lynch	The TIMES
Charles K. Eisendrath	EVENING SUN
Paul L. Gaudreau	Archdiocese of Baltimore
Rev. John J. Walsh	Archdiocese of Baltimore
Rabbi Samuel Glasner	Baltimore Board of Jewish Education
Rev. Robert McKibben	Chairman, Education Committee- Columbia Cooperative Ministry
Rev. Richard U. Smith	Educational Consultant-Education Committee-Columbia Cooperative Ministry
Douglas Connell	Guilford Methodist Church
Gary M. Stees	Pastor, Guilford Methodist Church
Albert B. James	Baker's Faith
S. Barondes	
Leon Sachs	Baltimore Jewish Council
Clarence Sinclair	Columbia Cooperative Ministry
George Baker	Elkridge, Maryland
Lyle B. Bucks	
Charles A. Reese	
Fred W. Moehle	
John A. Evans	E.L.F.
Lawrence Strow	E.L.F.
Arthur W. Alberg	Unitarian-Universalist
Fred Myers, Jr.	Baha'i Faith
Mrs. J. Hugh Nichols	Guilford Methodist Church
Mrs. G. E. Fulmer	
Glenn E. Fulmer	
James W. Hudson, Jr.	
Frank Collins	
Mercedes J. Phillips	
Louise Hawkins	The NEWS
Mary Hovet	
John Soles	

The Board of Education had been requested to meet with the Education Committee of the Columbia Cooperative Ministry to explore the possibilities of religious instruction for children in the Columbia area in conjunction with their public school instruction. The Rev. Mr. McKibben introduced the members of the Committee and made the introductory remarks.

Mr. McKibben explained that his group has been meeting to find a way to develop a cooperative ecumenical education program to enable the child to have a total educational experience. The basic principle is that the educational life of the child involves many and all of his experiences. The concern of their committee is that church or religious life shall be an integral part of the child's experiences to prepare him to live in his world. The Committee has been meeting to explore different ideas and new approaches by which this cooperative method can be expressed, and asked to meet with the Board of Education to explore the possibilities of finding a way to develop a cooperative system which reaches the whole child.

During the discussion it was emphasized by both the members of the Committee and the Board that this meeting was exploratory only and that no proposals or counter-proposals were being considered. Rather the purpose of these discussions was to ascertain the desirability and feasibility of finding new approaches to the teaching of religion in conjunction with the new programs envisioned for public schools. Religious education would not be taught in the public schools; however, the Ecumenical Venture Committee is desirous of exploring with the Board of Education ways in which children could receive such instruction during the school day on a regular schedule. Spokesmen for the Jewish community explained that the Jewish community in particular has been traditionally jealous to uphold the separation of church and state, but expressed interest in new approaches which might lead to cooperative planning.

Members of the public expressed opinions both in favor of and opposed to the concept of time taken from the regular school day for this purpose. During the discussion the Superintendent advised the group that a committee appointed by Dr. James Sensenbaugh of the State Department of Education was studying the total school day, and that their recommendations could affect scheduling of time. Other problems of administering such a program were also brought up.

Both groups indicated they felt the meeting had been of value in clarifying the aims of the Ecumenical Committee, and that further discussion would be in order when the Committee was prepared to make preliminary proposals. Mr. McKibben thanked the Board for the opportunity to meet with them, and Mr. Zimmer expressed the appreciation of the Board for the interest of the Committee and the public.

The Secretary advised the Board that the following bids had been received for insurance in accordance with the specifications set forth in the Notice to Bidders:

	<u>Base Bid</u>	<u>Alternate #1</u>	<u>Alternate #2</u>
	Fire, Lightning, Extended Coverage, Vandalism and Malicious Mischief, and Blanket Liability and Property Damage Insurance	All Risk Cover- age and Blanket Liability and Property Damage	Burglary Insurance
Poor, Bowen, Bartlett & Kennedy	\$14,003.00	\$3,620.00	\$2,665.00
Melville Scott & Sons	8,227.00	1,221.00	1,792.00
DEVCO Mutual (Condon & Condon)	14,240.00	NO BID	NO BID
Tidewater Insurance Company	21,500.00 (Total)		

Upon motion duly made and seconded, the Board approved award of Co/C the contract to Melville Scott & Sons for the basic insurance at their bid price of \$8,227.00, and acceptance of Alternate #2 covering Burglary Insurance at the bid price of \$1,792.00. Alternate #1 was rejected.

The Secretary advised the Board that Mr. Charles Scott, broker of record, recommended that the Board obtain boiler insurance and also insurance on cars not owned by the Board while being used by employees on Board business. No action was taken on this recommendation.

The Secretary advised the Board that the following bids had been received to supply lockers for the Glenwood Middle School:

Lyon Metal Products, Inc.	\$16,694.81
Republic Steel Corporation	\$13,830.00

Upon motion duly made and seconded, the Board approved award of C/Co the contract to Republic Steel Corporation, the low bidder.

The Secretary advised the Board that the following bids had been received on automotive insurance:

Poor, Bowen, Bartlett & Kennedy	\$2,496.00
Melville Scott & Son	\$2,614.16
John T. Potts, Jr.	\$3,341.18

Upon motion duly made and seconded, the Board approved award of Co/J the contract to Poor, Bowen, Barlett & Kennedy, low bidder.

After a brief discussion it was moved, seconded and passed that the Secretary be authorized to pursue discussions with the Ecumenical Venture Committee in a constructive manner.

Co/C

Upon motion duly made and seconded the meeting adjourned at 10:35 p.m.

S/C

John E. Klingberg Sec.

January 10, 1967

Special Meeting

Page No.

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January 25, 1967

The Board of Education of Howard County met in special session on Wednesday evening, January 25, 1967, at 8:00 p.m., to receive the requests of the Teachers Association for items to be included in the budget for the coming year. Members of the Board present were:

- Dr. Edward Cochran, Vice President
- Mrs. Howard Crist
- Mrs. Albert James
- Mr. Fred K. Schoenbrodt
- Mr. John E. Yingling, Secretary

In the absence of Mr. Austin A. Zimmer, President, Dr. Cochran, Vice President, presided. Representatives of the Teachers Association present were:

- Mr. Gilbert Purucker, President
- Mr. James Spencer, Acting Executive Secretary, Maryland State Teachers Association
- Mr. Jerry Walker, Chairman, Welfare Committee
- Mr. Carl Bevard, President-elect
- Mr. Donald Hastings, Chairman, Salary Committee

Dr. Robert Shaffner, Assistant Superintendent; Mrs. Lynch of THE TIMES; and Mrs. Richardson, secretary to the Superintendent, were also present.

Mr. Purucker introduced the representatives of the Teachers Association, and said that they would like to request that if there are future discussions relative to salary and welfare they might be invited to participate. He then requested Mr. Hastings to present the Association's proposals covering salaries.

Mr. Hastings discussed the salary schedule presently in force in the Howard County school system, and provided the members of the Board with statistics showing the situation in surrounding counties. During the discussion, questions on various aspects of the Teachers Association proposal were raised by members of the Board. Mr. Hastings told the Board that the salary committee had been working on a proposal for a career program, and asked the Board if they would like to have the committee continue on this through next year, with the idea that it would be of interest to the Board.

Members of the Board commended Mr. Hastings for his presentation. In thanking him, Dr. Cochran commented that he felt sure the committee did not expect any decisions at that time, and that the Board of Education cannot go further or faster than the taxpayers and fiscal authorities permit. He suggested that the Teachers Association might present their ideas to the public at large as well as to the School Board.

Mr. Walker presented the proposal of the Welfare Committee, which included provisions for sick leave, personal business leave, sabbatical leave, insurance, liberalization of the present emergency leave policy, a duty-free lunch period for teachers, and publication of a handbook for teachers setting forth all parts of the program. In his opening remarks, he urged better communications between the Board of Education and the representatives of the Teachers Association, pointing out that the Association did not, for example, receive a copy of the approved budget.

Asked in what area the Teachers Association would prefer to have cuts made if such are necessary, Mr. Purucker stated that he would not recommend trimming anything on the proposed salary structure, and that it might be better to trim the number of personnel. He felt that acceptance of the welfare committee proposals would help to make positions attractive, and that provisions for unlimited sick leave and personal leave, for example, probably would not cost much, if anything.

During the discussion of the request for personal business leave, such leave to be granted without approval by the administration, Mr. Purucker stated that the Association has passed a resolution which would allow disciplinary action by the Association against a teacher who abuses personal leave provisions. It was further emphasized later in the discussion that the Association is desirous of policing its own organization, and that any abuses of personal leave or other provisions reported to the officers would be dealt with within their organization.

The Board would like to hear a proposal from the Teachers Association to improve the quality of the teachers in the system, and to devise a way to determine the good teacher from the mediocre teacher. Meetings of the Board and the representatives of the Teachers Association once or twice a year to discuss other than salary matters were suggested.

Dr. Cochran thanked the group for the time and effort spent in the preparation of their proposals, and for meeting with the Board.

There being no further business, the meeting was adjourned.

John C. Yingling Sec.

January 25, 1967

Page No.

Special meeting with Teachers Association re:
Salaries, Sick Leave, Personal Business Leave 67

February 2, 1967

The regular meeting of the Board of Education of Howard County was convened at 10:45 a.m., following the Executive Session, on Thursday, February 2, 1967. The following members were present:

Mr. Austin A. Zimmer, President
 Dr. Edward L. Cochran
 Mrs. Howard Crist, Jr.
 Mrs. Albert James
 Mr. Fred K. Schoenbrodt
 Mr. John E. Yingling, Secretary

The following visitors were present during all or part of the meeting:

Carol Henningsen	
Beatrice Mayer	
Mrs. Wm. H. Young	
C. J. Chojecki	Hammond Village Citizens Association
Mrs. Bushrod Hopkins	
Mrs. Arnold Rietzer	
Barbara Seibert	
Elizabeth Balthis	St. John's Lane P.T.A.
Mary Lynch	The TIMES
Sally Laing	Advisory Health Committee
Louise Hawkins	The NEWS
Anita M. Iribe	League of Women Voters of Howard County

Mrs. Mary Richardson, secretary to the Superintendent, was also present.

Upon motion duly made and seconded, the Board approved the following:

Minutes of the regular meeting of the Board of Education held on Tuesday, January 3, 1967	Co/J
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Minutes of the Special Meeting held on Tuesday, January 10, 1967	Co/C
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Minutes of the Special Meeting held on Wednesday, January 25, 1967	Co/C
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Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended.	Co/C
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The Board approved the following teachers' contracts:	C/S
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Judy C. Fournier	St. John's Lane Elementary School - Grade 4 Annual Salary \$5500 Partial Salary \$2805
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Patricia H. Freeland	Glenelg High School-English & Physical Ed. Annual Salary \$5500 Partial Salary \$2887
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Helen S. Griffin	Ellicott City Elementary - Grade 1 Annual Salary \$7200 Partial Salary \$3672
Ann R. Levine	Savage Elementary School - Grade 5 Annual Salary \$5500 Partial Salary \$2750
George I. Melis	Howard High School - Social Studies Annual Salary \$5500 Partial Salary \$2805
Lucille VanVliet	Clarksville Middle School - Librarian Annual Salary \$6050 Partial Salary \$3025
Rebecca V. Walter	Ellicott City Middle School - French & English Annual Salary \$4800 Partial Salary \$2400
Evelyne Weatherley	Lisbon Elementary School - Grade 3/4 Annual Salary \$5000 Partial Salary \$2950

Approval of Mr. Jack Kussmaul's contract (Principal, Glenwood Middle School; Annual Salary \$13,623, partial salary \$5,675) was tabled until the afternoon session, so that the Secretary could give the Board more information on Mr. Kussmaul's background and qualifications.

Upon motion duly made and seconded, the Board approved the following resignations:

Co/J

Lynn Berry	Elkridge Elementary School - Grade 2 Maternity - Effective February 28, 1967 (Began September 1966)
Charles F. Butler	Ellicott City Middle School - Social Studies Dissatisfied with assignment - Effective February 1, 1967 [Began September 1966]
Julia M. Gaston	Waterloo Middle School - Librarian Retiring - Effective June 30, 1967 [Began September 1956]
Fairy H. Knight	St. John's Lane - Grade 5 Home responsibility - Effective June 30, 1967 [Began September 1962]
Mary Mahoney	Mt. Hebron Middle School - Science Placed in field other than that for which qualified - Effective January 30, 1967 (Began November 1, 1966)

Mary J. Tooley Ellicott City Elementary - Grade 1
Home responsibility - Effective January 30,
1967
[Began September 1, 1966]

The Secretary reported that there had been no transfers or promotions during the preceding month.

The Secretary reported that bids had been received for insurance on the automotive fleet registered in the Board's name for the period January 11, 1967 to January 11, 1968, as follows:

Poor, Bowen, Bartlett & Kennedy	\$2,496.00
Melville Scott & Son	2,614.16
John T. Potts, Jr.	3,341.18

Upon motion duly made and seconded, the Board approved the award of the contract to Poor, Bowen, Bartlett & Kennedy, low bidders.

Co/J

The Secretary reported that bids on insurance covering fire, lightning, extended coverage, vandalism and malicious mischief, and blanket liability and property damage, together with two Alternates, had been received at the Board offices on Tuesday, January 3, 1967, as follows:

	<u>Basic Bid</u>	<u>Alt. #1</u>	<u>Alt. #2</u>
	Fire, Lightning, Extended Coverage, Vandalism and Malicious Mischief, and Blanket Liability and Property Damage	All Risk Coverage and Blanket Liability and Property Damage	Burglary
Poor, Bowen, Bartlett & Kennedy	\$14,003.00	\$3,620.00	\$2,665.00
Melville Scott & Sons	8,227.00	1,221.00	1,792.00
DEVCO Mutual (Condon & Condon)	14,240.00	No Bid	No Bid
Tidewater Ins.	21,500.00 (Total)		

Upon motion duly made and seconded, the contract was awarded to Melville Scott & Sons, low bidder, for the Basic Bid and Alternate #2. Alternate #1 was rejected.

C/J

The Secretary advised the Board that the following building permits had been issued by the Department of Building and Housing of Howard County for the months of:

	<u>December 1965</u>	<u>December 1966</u>
District 1	1	1
District 2	22	10
District 3	3	2
District 4	2	1
District 5	2	3
District 6	<u>13</u>	<u>0</u>
	43	17

The Secretary also informed the Board that the figures for January had not yet been received, and would be included in the agenda for the March meeting.

The Secretary advised the Board that the Deed covering land conveyed to the Board of Education from Mr. and Mrs. Milton Kaplan had been received. Mr. C. Orman Manahan, attorney for Mr. and Mrs. Kaplan, suggested in his transmittal letter that a school built on this site might be named "Kaplan Elementary School". Upon motion duly made and seconded, the Board approved acceptance of this gift and requested the Secretary to write to Mr. and Mrs. Kaplan, expressing the gratitude of the Board. Co/C

The Secretary advised the Board that the following had been received from the Planning Commission of Howard County:

Hobbitts Glen - Tentative Sketch Plat and comments
of Subdivision Planning Committee Meeting

Village of Longfellow - Sketch Plat

Mt. Hebron Subidivision - Preliminary Plan, Section 9

The Secretary informed the Board that negotiations had been completed for the purchase of a tract of land owned by Mrs. Voshell on Route 108 and Cedar Lane. This land is to be the site of the Vocational-Technical Center. Upon motion duly made and seconded, the Board approved the purchase of this land. The Secretary was requested to ask Mr. Max Smith, Supervisor of Vocational Education, to bring preliminary plans for the Vocational-Technical building to the afternoon session for approval by the Board. Co/J

The Board was given copies of the Balance Sheet for the Board of Education for December, 1966.

The Board received the following communications:

- A. Letter from William S. Hanna enclosing qualifications as an appraiser and real estate broker.
- B. Minutes of meeting of Citizens Curriculum Committee held on December 15, 1966.

- C. Minutes of meeting of Citizens Curriculum Committee held on January 19, 1967.
- D. Letter from James M. Holway, Corresponding Secretary, Howard County Charter Board, enclosing statement of their objectives.
- E. Letter from Mrs. Martha Sands, Corresponding Secretary of the Clarksville Middle School P.T.A. expressing thanks for the Youth Concert by the Baltimore Symphony Orchestra.
- F. Letter concerning honoring of Mrs. Shirley Fink and Mrs. Carolyn Ridgely, teachers in the Howard County school system. The Secretary was requested to write Mrs. Fink and Mrs. Ridgely, extending the commendation of the Board for their work.
- G. Letter from Mr. Howard T. Estes, Principal, West Friendship Elementary School, expressing thanks for improvements made in the school.
- H. Letter from Mr. Herbert W. Worden concerning conditions at Ellicott City Middle School, and statement from Mr. Oscar Schneider, Principal of the school.

In reply to questions from members of the Board as to the numbers of children in different classes, Mr. Yingling pointed out that it is not possible, for example, to enroll a certain number of pupils sufficient to give each teacher thirty in each class, and then stop accepting pupils in the school. He agreed that teachers are handling too many students, but stated that reducing the load would involve more teachers and more classrooms, for which greatly increased funds would be required. Mr. Schoenbrodt stated that the number of 30 pupils per class is based on State aid, and asked whether the Board would be willing to finance additional staffing above that paid by the State. Dr. Cochran felt that a means of reducing the load on individual teachers should be sought, and the Board should have a constructive proposal to secure this. The Secretary was requested to send a copy of Mr. Schneider's letter to Mr. Worden.

- I. Letter from Mr. Charles Scott, broker of record, concerning boiler insurance for the school buildings.

After discussion of the need for increased coverage, the Secretary was requested to obtain costs for inspection of boilers by outside engineers and the cost of insurance, which would include such inspection. The Secretary was also asked to check with contractors working on school buildings to see what coverage the Board has on new buildings.

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J. A letter and enclosure giving projected enrollments in Columbia.

Discussion on this was tabled until the Board's appointment with Mr. Miller at 3:00 p.m.

The Board had been given copies of the proposed policy for granting financial aid to parents of handicapped children for whom there is no program in Howard County. Mr. Schoenbrodt moved that the second paragraph be amended to add the following: "The sole premise is that there is no program available for these children in Howard County." Mrs. James moved that the statement be accepted with the amendment offered by Mr. Schoenbrodt. The motion was seconded by Mr. Schoenbrodt and passed. Following is the policy as adopted by the Board:

RULES AND POLICY STATEMENT

PROGRAM EXTENSIONS - SPECIAL EDUCATION FOR HANDICAPPED CHILDREN

Special Schools

Tuition grants from County funds will be made to parents who have handicapped children enrolled in special schools approved by the Maryland State Department of Education.

Application for Grants

The sole premise is that there is no program available for these children in Howard County. Application for County aid will be made to the Board of Education of Howard County. Prerequisite to the granting of County aid will be that the child must be enrolled in a special school approved by the Maryland State Department of Education and an application for State aid must have been approved by the Maryland State Department of Education. Application for continued County aid will be on an annual basis.

Residence Requirement

Parents must have been residents of Howard County for at least one year prior to submitting application.

Payment of Tuition

Payment of County aid toward the cost of tuition will be made directly to the special school. Parents will be responsible for working out their own financial arrangements with the school's administration.

Determination of Amount of County Grant

The amount of grant shall be one-half tuition cost, after subtracting the amount of State aid. Total payment of State and County aid shall not exceed a total of fifteen hundred dollars for any individual case. Tuition grants will be based on a ten month school year.

Examples of Application of Formula

Case A Tuition Cost to Private School \$1,800.00

Applying the formula

$1/2 (\$1,800.00 - \$600.00) = \$600.00$

$\$600.00 \text{ plus } \$600.00 \text{ State Aid} = \$1,200.00$

In this case the total grant of State and County aid is not in excess of \$1,500.00, thus the County grant would be \$600.00.

Case B Tuition Cost to Private School \$3,000.00

Applying the formula

$1/2 (\$3,000.00 - \$600.00) = \$1,200.00$

$\$1,200.00 \text{ plus } \$600.00 \text{ State aid} = \$1,800.00$

Since \$1,500.00 is the maximum aid, Case B would receive a County grant of \$900.00. \$600.00 plus \$900.00 equals the maximum aid of \$1,500.00.

Case C Tuition Cost to Private School \$1,000.00

Applying the formula

$1/2 (\$1,000.00 - \$600.00) = \$200.00$

$\$600.00 \text{ plus } \$200.00 = \$800.00$

In this case the total grant of State and County aid is not in excess of \$1,500.00, thus the County grant would be \$200.00.

All applications for County aid must be approved by the Supervisor of Special Education and the County Superintendent of Schools.

* * * * *

The Secretary advised the Board that the Board of County Commissioners had approved the request to transfer funds remaining from other projects amounting to \$311,164 to be used for additions to West Friendship, Scaggsville and Savage Elementary schools, and for equipping Glenwood Middle School. The Board requested that they be advised at the June meeting, or earlier if possible, what can be done to upgrade several of the older schools with the remaining funds amounting to approximately \$45,000.

The Secretary requested the President of the Board of Education to extend greetings to the teachers at the Mid-Year Teachers Meeting to be held at Howard High School on Friday, February 10, 1967. All members of the Board were invited to attend the meeting if they cared to.

The Board was requested to set a date for the Fourth Annual Lay Conference. Mrs. Crist was appointed chairman by unanimous consent. The dates selected are October 27th and 28th, 1967.

The Board was requested to meet with the Committee on New Elementary Schools to discuss their report. Copies of the reports of the subcommittees were given to the Press.

The Board considered a set of rules and regulations covering school functions, which had been prepared by the Superintendent and the principals of the three high schools. After some discussion, the following was adopted: C/J

RULES AND REGULATIONS FOR SCHOOL FUNCTIONS

The Board of Education of Howard County earnestly solicits the cooperation of parents and other adults in its efforts to supervise and provide adequate control of all functions for the school children of the community. The Board of Education will not tolerate acts of rowdyism on school property and will use every legal means within its power to see that offenders are fully prosecuted. The Board of Education is hopeful that the following rules and regulations will guarantee the type of behavior necessary to continue these functions.

1. All persons attending indoor school functions, social, athletic, or otherwise, will be required to remain in the building during the various functions, and if they leave the building they will be required to leave the school premises and may not return.
2. Sale of tickets and admission to functions will be under the control of school officials.
3. High schools will be provided with adequate security guards for all school functions throughout the year.
4. Fire regulations limit the capacity of the gymnasiums, auditoriums and cafeterias. When this capacity is reached further admissions will be denied.
5. Admission to athletic events will be prohibited after the third quarter of a game.
6. Spectators are required to be seated during the course of games and may not gather in groups in other areas inside or outside the building.
7. The Board of Education reserves the right to discontinue any school function when the above regulations are violated.

* * * * *

A discussion between members of the Board, visitors, and members of the press brought forth several suggestions on solving the problems of disturbances at school functions, which appear to be caused by outsiders rather than pupils. Mr. Yingling advised those present that school functions will start at 4:00 o'clock for the rest of this year, but that the Department of Education had every intention of returning to night games in the future. He pointed out that it would be necessary to have the help and cooperation of parents and PTA's to make this possible. Mr. Zimmer asked that the press, particularly the County papers, be careful in reporting incidents which might occur on school property to avoid sensationalism, which could further aggravate tension.

Upon motion by Dr. Cochran, seconded by Mr. Schoenbrodt, the meeting adjourned for luncheon.

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The meeting reconvened at 2:30 p.m. The Secretary presented biographical data on Mr. Kussmaul which the Board had requested earlier. Upon motion duly made and seconded, Mr. Kussmaul's contract was approved. Co/S

Mr. Gilbert Miller, Supervisor of Pupil Personnel, appeared before the Board to present his recommendations for setting the boundary lines of school districts for the 1967/68 school year. After some discussion concerning transfer of children from Mt. Hebron to Howard High School next year, Dr. Cochran moved that the present ninth grade from Mt. Hebron be transferred to Howard High School in 1967/68 as tenth grade students, and that the present fifth grades at St. John's Lane and Rockland Elementary schools be transferred to the Mt. Hebron sixth grade. Mr. Schoenbrodt moved to amend this motion to include the statement that it is the intention of the Board that these children, who will be tenth graders at Howard High School next year, shall remain at Howard High School through graduation. The motion was seconded and passed.

Dr. Cochran then made a motion to approve the middle school districts as presented by Mr. Miller, and that the district line be straightened out to intersect with the Montgomery County line near Brighton Farm Estates, and that it be modified to proceed east from Beaverbrook to Route 29, south on Route 29 to an area around Sebring, and proceed back to the Bassler property so as to include Columbia in the Clarksville Middle School district. Mrs. Crist seconded the motion, which was passed.

Dr. Cochran then made a motion, seconded by Mrs. Crist, to include the Holiday Hills section in the Clarksville District.

Mr. Miller recommended moving the line between Glenwood Middle School and Clarksville Middle School, to start at the point known as Fyock's Corner. Mrs. Crist moved that this boundary line be approved. Dr. Cochran seconded the motion, which passed by a majority vote, with Mr. Zimmer voting no.

Mrs. Crist requested that if, after studying the decisions made at this meeting, fallacies were found, the Board be consulted again.

There was a brief discussion of where high school students from Columbia might be assigned. The consensus was that this decision could be postponed until the children move into Columbia.

Upon motion by Dr. Cochran, seconded by Mrs. Crist, the Board reviewed the proposed Capital Improvements Budget at some length. In view of revised estimates from the Rouse Company on expected enrollment in Columbia, and lower projected costs for the Wilde Lake and 2nd District Elementary schools, the following was approved:

	Amount to be Requested	Projected Opening Date
Wilde Lake Elementary) 2nd District Elementary)	\$ 460,000	September 1968
Faulkner Ridge Elementary	900,000	September 1969
Vocational-Technical Center (County share)	625,000	September 1968
Glennelg High School Addition Planning Money	35,000	September 1970
2nd District Middle School	1,600,000	September 1969
Columbia Middle School	<u>1,550,000</u> \$5,170,000	September 1969

Upon motion by Dr. Cochran, seconded by Mrs. James, the Secretary was authorized to request enabling legislation according to the above schedule.

Dr. Robert Shaffner, Dr. John Freudenberger, Mr. Gordon Hayward, and Mrs. Mary Hovet appeared before the Board to answer questions on the Title III project. The Board had been given copies of the Citizens Lay Advisory Committee subcommittee reports covering various aspects of the program. Dr. Freudenberger praised the members of the Citizens Lay Advisory Committee for the very valuable service they had given to the staff. After some discussion of what could be hoped for under Title III, upon motion duly made and seconded the Board accepted the recommendations from the Committee on the Title III J/C program and authorized them to proceed with the first phase.

The Board was requested to consider establishing a special class for handicapped pupils with funds from the State Department of Education. The Secretary stated that he would not recommend establishment of such a class at this time if it meant transferring a teacher from a regular class in the middle of the school year, but that if a teacher could be found who is not already working in the school system he recommended the class be organized. Upon motion duly made and seconded, the Board approved the special class provided a new teacher Co/J can be found.

At this time Mr. Zimmer and Mr. Schoenbrodt left, and Dr. Cochran, vice president, presided for the remainder of the meeting.

The Secretary recommended approval of the preliminary plans for the Vocational-Technical Center. Upon motion duly made and seconded J/C the Board approved the plans as presented.

The Secretary recommended that any questions on the reports submitted by Mrs. Hovet and Dr. Shaffner be postponed until the next meeting of the Board.

There being no further business to come before the Board at this time, upon motion duly made and seconded the meeting was adjourned C/J

John C. Guenzburg Sec

February 2, 1967

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March 7, 1967

The Board of Education of Howard County met in Executive Session from 9:00 to 10:30 a.m. on Tuesday, March 7, 1967, followed by the regular meeting. The following were present:

- Austin A. Zimmer, President
- Edward L. Cochran
- Mrs. Howard Crist
- Mrs. Albert James
- Fred K. Schoenbrodt
- John E. Yingling, Secretary

The following guests were present during all or part of the meeting:

- Louise Hawkins The NEWS
- Martha Collins Baltimore News American
- Mary Lynch The TIMES
- Anita M. Iribe League of Women Voters of Howard County

Mrs. Mary Richardson, secretary to the Superintendent, was also present.

Upon motion duly made and seconded, the minutes of the meeting of February 2, 1967 were approved as written.

S/C

Additions were made to the Agenda. Upon motion duly made and seconded the agenda was approved as amended.

Co/C

Upon motion duly made and seconded the following contracts were approved:

CoJ

- Ellen Jane Cahill Elkridge Elementary School - Grade 2
Annual Salary - \$5,500
Partial Salary - \$2,750
- Mary Conker Glenwood Middle School - Grade 6
Annual Salary \$5,500
- Marion E. Floyd Mt. Hebron Middle School - General Science
Annual Salary - \$6,800
Partial Salary - \$3,060
- W. Todd Gabbett Atholton High School - Physical Education
Annual Salary \$5,912
- Catherine R. Hormanski Ellicott City Middle School - Social Studies
Annual Salary - \$7,375
Partial Salary \$3,318.75

George A. German School Psychologist
 Annual Salary - \$3,587.50
 Partial Half-time Salary \$1,793.75

Mary L. Kelly Clarksville Middle School - Grade 6
 Annual Salary \$6,200
 Partial Salary - \$3,317

Nancy L. Schriver Waterloo Middle School - Grade 6
 Annual Salary - \$5,500

Gail Simmons Glenwood Middle School - English
 Annual Salary - \$5,500

The following resignations were presented for approval:

George L. Barrick Principal, Atholton High School
 Administrative position in Cecil County
 Effective June 30, 1967
 [Began July 1, 1966]

Garland P. Joynes, Jr. W. Friendship Elementary - Physical Education
 Further study - Effective June 30, 1967
 [Began September 1965]

Robert S. Shaffner Assistant Superintendent
 Superintendency in New Jersey school
 system
 Effective June 30, 1967
 [Began 1964]

Patricia Trabbic Howard High - Mathematics
 Maternity Leave - Effective April 1, 1967
 [Began September 1964]

Dr. Cochran asked whether there is any mechanism to obtain a commitment of more than one year from employees and was advised by the Secretary that there is not. Upon motion duly made and seconded the resignations were accepted. Co/J

The Secretary advised the Board that there were no transfers or promotions during the preceding month.

The Secretary advised the Board that bids had been received at the offices of the Board of Education on Wednesday, February 15, 1967 at 1:30 p.m. covering library furniture for the Glenwood Middle School. The following companies had been requested to bid:

Southern Desk Company
 Baltimore Stationery Company
 Paul Glover
 American Seating Company

Only one bid was received, from Southern Desk Company, in the amount of \$4,787.00. The Secretary requested the Board to approve award of the contract to Southern Desk Company. Upon motion duly made and seconded the award of the contract was approved.

Co/C

Bids on school furniture, science laboratory equipment, and home economics equipment for Glenwood Middle School were received at the Board of Education offices on February 21, 1967 at 3:00 p.m. from the following companies:

- American Seating Company
- Page-Kaufman-Daly
- Baltimore Stationery Company
- Paul Glover
- Southern Desk Company

Page-Kaufman-Daly was the only bidder on the science laboratory and home economics equipment. Their bid was \$13,827 for the science equipment, \$8,000 for the home economics equipment, and \$21,675 if they received the contract for both categories.

Dr. Cochran asked whether it is not a more common practice for suppliers of such equipment to deal primarily as a subcontractor with the contractors building the school, thereby having the equipment included as a part of the contractor's bid. Mr. Yingling explained that one reason for the lack of response from suppliers is that Federal requirements cause such long term delivery dates the suppliers are reluctant to commit themselves. Mr. Zimmer requested that an effort be made to obtain more bids. Upon motion duly made and seconded, the science laboratory and home economics C/Co equipment contract was awarded to Page-Kaufman-Daly at their bid price of \$21,675. The Secretary advised the Board that he had requested samples on some of the items of furniture from the low bidders, and that he would make his recommendation on the award of this portion after he had a chance to compare the samples.

Bids on industrial arts equipment and expendable science supplies have been received and are being tabulated. The Secretary will make a recommendation covering these items as soon as the tabulations are complete.

Bids were requested from seven companies on expendable art supplies, to be received at the Board of Education on February 3, 1967. Arts & Crafts Materials Corporation was the only company submitting a bid. The Secretary recommended that this bid, in the amount of \$13,857 be accepted. Upon motion duly made and seconded, the Board approved award of the contract, with the request that the Secretary make every effort to expand the lists of companies invited to submit proposals.

Co/S

The Secretary informed the Board that he had requested the firm of Melville Scott & Sons to inspect all boilers in the school buildings and to submit a proposal for insurance covering boiler explosion. Mr. Zimmer explained for the benefit of the press that bids from other companies would not be requested as the companies would not submit a bid

without first making their own inspection, for which the Board would be charged approximately \$1,000 by companies making such an inspection but not receiving the contract. This would more than offset any saving which might be gained by differences in bid prices. Mrs. James moved to accept the bid of \$1,426.28 for the base policy with the understanding that the Board consider later the possibility of taking on other phases of insurance. Mrs. Crist seconded the motion, which was passed by majority vote.

The Secretary advised the Board that the following building permits had been issued by the Department of Building and Housing of Howard County for the months of:

	<u>January 1966</u>	<u>January 1967</u>	<u>February 1966</u>	<u>February 1967</u>
1st District	2	0	4	2
2nd District	7	4	10	20
3rd District	4	2	3	4
4th District	1	0	0	0
5th District	0	2	5	2
6th District	<u>9</u>	<u>2</u>	<u>1</u>	<u>2</u>
	23	10	23	30

The Secretary informed the Board that the following had been received from the Planning Board:

1. Borgen Property. Preliminary Plan, Section 1, located on Old Frederick Road near Bethany Lane. 22 lots.
2. Linden Chapel Woods. Preliminary Plan. Located on Linden Chapel Road off Route 32. 8 lots.
3. Brittany. Preliminary Plan, Section 1. Located off Montgomery Road at Brittany Road between New Cut Road and Route 29. 6 lots.

The Secretary recommended to the Board that a proposal be written to the Educational Facilities Laboratories requesting a second grant for the study of a middle school. This would be similar to that received from EFL for an elementary study, which had proved very valuable in the planning of the two new elementary schools to be opened in September 1968. The Board wished to know whether they would be committed to accept the recommendations resulting from such a study, and were advised that EFL would require reasonable assurance that the recommendations would be followed. It was suggested that this study should be in the area of a middle-high school complex. Upon motion duly made and seconded, the Board approved the Secretary's recommendation that a new proposal to EFL should Co/J be initiated.

The Secretary advised the Board that he had received from the architects a Change Order in the amount of \$1,656.25 covering additional expense to remove rock which had been encountered at the site of the Glenwood Middle School. Upon motion duly made and seconded, the Board Co/C authorized the Secretary to use funds from the Contingency Fund for this purpose if necessary.

Copies of the Balance Sheet for the Board of Education for January 1967 were given to the Board prior to the meeting.

A discussion concerning the need for Enabling Legislation to cover the projected Capital Improvements Program brought out the point that there is apparently some misunderstanding as to the need of the Board for authorization for the funds as set forth in recent communications to the Board of County Commissioners in order for the Board to plan their building program systematically and economically. It was also pointed out that Enabling Legislation was permissive only, and did not obligate the County Commissioners to sell bonds at any time. Upon motion by Dr. Cochran, seconded by Mrs. Crist, the Secretary was requested to prepare another communication to the Commissioners documenting the request in terms of the needs of the Board and projected enrollments, etc.

The Board received the following communications:

- A. A letter from the Child Evangelism Fellowship of Maryland requesting information on the cooperative educational program in Columbia.

The Secretary was requested to answer the letter, making it clear that the Board has not entered into any kind of agreement or made any commitment with this group, and that until some specific proposal is received from the Ecumenical group the Board will not be in a position to take any action.

- B. A letter from Mr. D. E. Rutz suggesting utilization of qualified custodial employees as guards at school activities rather than hiring people from outside.

The Board was informed by Dr. Cochran that Mr. Rutz is in charge of security at the Johns Hopkins Applied Physics Laboratories. The Secretary was requested to contact Mr. Rutz and advise the Board of his recommendations for the use of custodians as guards.

- C. Minutes of the Citizens Curriculum Committee Meeting of February 2, 1967.
- D. Minutes of the Citizens Curriculum Committee Meeting of February 9, 1967.
- E. A letter from Mrs. John Malkmus regarding elimination of the Science Fair in the Middle Schools.

After some discussion as to ways in which the sixth grades might be included in the Fair, further action was postponed until the afternoon session in order that the Board might discuss the problem with Mrs. Watkins, Supervisor of Science and Mathematics.

- F. A letter from Mr. Herb Michael, Chairman, Physical Fitness Commission, concerning physical education in elementary schools.

The Secretary was requested to write to Mr. Michael and ask him to present specific suggestions at the public hearing on the budget.

- G. A letter from Mr. and Mrs. Raymond Espey concerning special classes for children in the slow-normal level.

Upon motion duly made and seconded, the Secretary was requested to refer this letter to Mrs. Pennington, Supervisor of Special Education, for recommendations. Mr. Schoenbrodt pointed out that most such requests revolve around the fact that rigidity in the Howard County school system does not allow individual instruction, and requested that consideration be given to recommendations in the Alexander-Anderson report in order to begin making plans to implement it.

- H. Copies of a letter to Delegate Edwin Warfield, III, from officers of the Glenelg P.T.S.A., the West Howard Civic Association, and the Glenwood Lions Club, concerning improvements requested for Glenelg High School.

The Secretary was instructed to include this request in the budget hearing.

- I. Copies of a letter from Mr. Ralph Schley to Mr. Zimmer, and Mr. Zimmer's reply.

- J. A letter from the West Friendship Fire Company concerning acquisition by the Board of Education of land presently belonging to the Fire Company.

The Secretary presented a rough sketch of an alternate plan to provide the room needed at West Friendship Elementary School, and was requested by the Board to look into this and other ways that land might be acquired for this purpose.

- K. A letter from three parents of children attending the Elkridge Elementary School expressing their pleasure and satisfaction with the teaching program at Elkridge.

Upon motion duly made and seconded, the Board adjourned for luncheon, reconvening at 1:50 p.m.

Mrs. George Stiegler, a member of the Howard County Symphony Society, presented a statement to the Board concerning the instrumental program in the elementary schools of Howard County. It is the hope of the members of her committee that the program be expanded so that instrumental

music instruction is not limited to those children whose parents are willing and able to pay for it. A discussion between members of the Board and the committee accompanying Mrs. Stiegler covered the problem of how the money available could best be spent to provide instruction for the greatest number of children. Mrs. Hovet was requested to attend and explain the program under consideration by the staff. Mrs. Stiegler stated that for the first time there is a Music Supervisor for the State of Maryland, and said that she felt it wise to heed the recommendations he makes. Mr. Zimmer thanked the group for appearing before the Board.

Mrs. Baublitz, president of the Mt. Hebron PTA, appeared before the Board to discuss the assignment of children from Mt. Hebron to Howard High School. She assured the Board that the PTA understood the problem of having to assign the children to tenth grade at Howard High School next year, but asked for assurance that these children and those who might be similarly assigned the following year be allowed to complete their secondary education at Howard and not be transferred again during that period. Mr. Zimmer told Mrs. Baublitz that this matter had been discussed at the last Board meeting, and that the intention of the Board to do just this was a part of the official minutes of that meeting. The Secretary was requested to send a copy of that portion of the minutes to Mrs. Baublitz for her information and use. Mr. Zimmer thanked Mrs. Baublitz for coming before the Board and for her praise of the Mt. Hebron school and its staff.

Mrs. Remus Dorsey, Corresponding Secretary of the Howard County Branch of the NAACP, had requested an appointment with the Board to present certain recommendations of that organization which had been evolved as a result of the disturbances earlier in the year at Atholton High School. She presented Mr. Kittleman, Chairman of the Education Committee of the NAACP, who provided the members of the Board with copies of a prepared statement which he then read. He advised the Board that he had talked with groups throughout the State, and considered several areas of action, but felt that those set forth in his statement would be most fruitful, although he realized that there are no clear cut answers to some of these problems. The question was raised as to whether it would be possible for teachers taking courses in Human Relations to receive credit for them. At the close of the discussion the Secretary was requested to contact Dr. James Sensenbaugh, State Superintendent of Schools, to ascertain what might be allowed by the Department of Accreditation and Certification.

The Secretary advised the Board that a Project Amendment Application, Title I., P. L. 89-10 had been completed, approved by the Secretary, and mailed to the Maryland State Department of Education on February 9, 1967. Upon motion duly made and seconded the Board approved the Secretary's action.

Co/C

The Board was asked to set a new date for the regular meeting in May inasmuch as the Secretary will be away on the regular date. May 10th was selected.

Upon motion duly made and seconded, the following Resolution Co/C was adopted:

R E S O L U T I O N

WHEREAS, The Superintendent of Schools, Mr. John E. Yingling, at the regular meeting of the Board of Education of Howard County on January 3, 1967, announced that he desired to retire at the end of his term, December 10, 1967, and

WHEREAS, the Board of Education assuredly wishes to express to Mr. Yingling its deep regret and sincere appreciation for the many years of dedicated service to the public school system of Howard County; Therefore,

BE IT RESOLVED, That the Board of Education acknowledges and accepts the expressed desire of the Superintendent, and requests his services until his successor qualifies.

BE IT FURTHER RESOLVED, That the Board requests Mr. Yingling to indicate his willingness to serve through June 30, 1968.

* * * * *

Upon motion duly made and seconded, the following Resolution C/J was adopted:

R E S O L U T I O N

WHEREAS, A vacancy in the position of Superintendent of Schools will occur on December 10, 1967, with the retirement of Mr. John E. Yingling, and who has agreed to serve through June 30, 1968 (until a successor qualifies), and

WHEREAS, The Board of Education of Howard County is determined to be thorough in its search for the most promising candidate to fill the vacancy, and

WHEREAS, The Board desires that all applications are properly processed; Therefore,

BE IT RESOLVED: That the Board of Education engage a team of experienced educators to assist and recommend five of the most outstanding and suitable candidates for final consideration by the Board of Education, and that the team be composed of the following:

Dr. Walter B. Waetjen, Chairman
Vice President for Administrative Affairs
University of Maryland
College Park, Maryland

Dr. Willard S. Elsbree
 Professor Emeritus of Educational Administration
 Columbia University
 New York, New York

Dr. E. Richard Wynn
 Professor of Education
 University of Pittsburgh
 Pittsburgh, Pennsylvania

* * * * *

Mr. Jesse Wilson, President of the Custodians' Association, appeared before the Board to discuss the requests presented to the Board in his letter of January 20, 1967. Mr. Wilson said that his Association would like to know what the Board has in mind concerning these requests, and that they would then advise the Board whether they are satisfied, further stating that the members of the Association felt that the custodians of the school buildings had a great deal of responsibility and were subject to call at any time during the day or night and on Sundays as well. Mr. Zimmer stated that last year the Board of County Commissioners had cut the Board of Education request for funds to pay for Saturday work, and that the Board had then appropriated sufficient funds from its contingency fund to cover this expense. After further discussion of the recommendations of the Custodians' Association, Mr. Zimmer assured Mr. Wilson that the Board would look into the matter very carefully and make every effort to satisfy the Members of the Association.

Dr. Shaffner appeared before the Board to discuss Federal programs. He recommended that the Board approve submission of an individual school application for Waterloo Middle School under the provisions of Category IV, ESEA, Title II. This application would provide funds to purchase additional library resources and other instructional materials to use in developing programs to meet the needs of children with problems in reading. The amount of the request in the application is \$2,550.00, all of which would come from Federal funds. Upon motion duly made and seconded the request was approved. Co/C

The Superintendent recommended that CLAC assign someone to be on the Project Development Committee to work directly with the committee members, and that other members be requested to attend in an advisory capacity whenever they can.

Mr. Zimmer brought up the question of whether Federal programs are worth the time which is required to implement them in terms of staff being taken from their own work. He mentioned as an example that Dr. Shaffner had been assigned to supervise the Federal programs which took all his time, although he had been hired as Assistant Superintendent. Dr. Shaffner stated that there is a great need for someone to measure just what has been accomplished, although there is no question in the minds of the Staff that these programs have paid off in terms of materials and additional personnel which the Department of Education would not otherwise have. Mrs. Hovet stated that the Federal Government is asking

questions in order to devise some way that they can see from their standpoint what difference such programs have made. She also advised that the Staff had looked into programs which they would not have been able to do otherwise, such as help for underprivileged children.

Dr. Cochran wished to know what is the function of the Project Development Committee. Dr. Shaffner advised that it is to write a proposal for curriculum and staff development, which are professional matters. The Secretary was requested to extend an invitation to Mr. Schley to attend the next Board meeting if possible to discuss this matter.

Dr. Cochran advised the meeting that he would be happy to submit names of several associates who would be able to advise the Board on systems development.

Mrs. Hovet advised the Board that the staff have finished scheduling for the elementary schools for next year, and all but one of the middle schools.

Mr. Zimmer requested that all reports by staff members and committees be signed by the author, dated, and signed by the supervisor approving the report. Reports from committees must be signed by the chairman, and the names of those on the committee indicated.

Mrs. Watkins was present at this time to answer questions about the Science Fairs in the middle schools. Dr. Cochran observed that he had heard a great deal of criticism about the way the Science Fairs had been poorly administered. Mrs. Watkins explained that this depends on whether you require the children to participate or leave it up to them to do as they wish. Mrs. Watkins was requested to put a lay person on the committee for next year's Fair, and to contact the proper authorities with a view to having sixth graders permitted to enter the County and State Fairs, from which they are presently excluded.

The Board questioned Mrs. Hovet about the summer school program. Mr. Pumphrey has been named as Supervisor, and feels he can organize this program with sufficient publicity to interest people. The Board requested that a report be prepared for the next meeting giving the dates the sessions will be open and also where they will be held.

The Board also requested a report at the next meeting on the progress of the library program under Miss Mumford's direction.

Mrs. James said that she hoped reaction to the recommendations of the NAACP would be favorable, and questioned Mrs. Hovet as to whether observance of Negro History Week had been held in the schools. Mrs. Hovet advised that she had a copy of a letter from Mr. Pumphrey to Mrs. James on this subject. She also advised that some film strips had been purchased and that new books have been selected with this in mind. She also advised the Board that the feeling of teachers in general was that celebration of a special week might not be helpful. After some further discussion of various methods which might be employed to help Negro children to relate better to their school environment Dr. Cochran asked that an inquiry be made to see whether there are any Federal funds available to be used in this area.

Mr. Schoenbrodt asked for a report on school sites. Mr. Yingling advised that the Voshell property had been purchased, and that surveys were being made of other properties the Board of Education is interested in. Further discussion took place in Executive Session.

Upon motion duly made and seconded the meeting adjourned at 6:00 p.m.

John E. Yingling

March 7, 1967

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April 4, 1967

The Board of Education of Howard County met in executive session from 9:00 to 10:00 a.m. on Tuesday, April 4, 1967, at which time the regular monthly meeting was held. The following were present:

Austin A. Zimmer, President
 Edward L. Cochran
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. Fred K. Schoenbrodt
 Mr. John E. Yingling, Secretary

The following guests were present during all or part of the meeting:

Mary Lynch	The TIMES
Louise Hawkins	The NEWS
Mercedes Phillips	Howard County Community Action Council
Betty Balthis	St. John's Lane PTA
Sally Laing	Advisory Health Committee
Anita M. Iribe	League of Women Voters of Howard County

Mrs. Richardson, secretary to the Superintendent, was also present.

The President asked for corrections or additions to the minutes of the previous meeting, copies of which had been given to the members of the Board prior to this meeting. Mrs. Crist requested that the Resolution covering the appointment of a committee to screen applicants for the position of Superintendent of Schools be corrected to show Dr. Walter B. Waetjen's title as Vice President for Administrative Affairs rather than Vice President of Administrative Affairs. Upon motion duly made and seconded, the minutes were approved as amended.

Co/S

Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended.

J/Co

In connection with the appointment of Carolyn H. DiVirgilio as teacher in the Elkridge Elementary School, the Board wished to know whether she was related to Dr. James DiVirgilio, Supervisor of Middle Schools. The Secretary informed the Board that she is Dr. DiVirgilio's wife. Dr. Cochran asked whether there is any policy about hiring people in the same family. The Secretary informed the Board that the policy presently in effect prohibits having two or more members of the same family employed in the same school, but that this policy was not made retroactive at the time of its adoption, and did not affect teachers and other employees of the Board who were assigned to the same school at that time. Upon motion duly made and seconded, the following teacher's contracts were approved:

Co/J

Brenda Sue Baker	Elkridge Elementary - Grade 5 Annual Salary \$5,500
Diane E. Carl	Clarksville Elementary - Grade 4 Annual Salary \$5,500

Marolyn Cole	Clarksville Elementary - Grade 1 Annual Salary \$5,500
Betty Cummings	Atholton High School - Librarian Annual Salary \$6,050 Half-time Salary \$3,025
Linda L. Frederick	St. John's Lane Elementary - Grade 2 Annual Salary \$5,500
Franciene E. Henry	Mt. Hebron - Science Annual Salary \$5,500
Carol A. Kilgus	Atholton High School - Special Education Annual Salary \$6,600
Carole E. Kinsley	Mt. Hebron Middle - French and Spanish Annual Salary \$5,500
Joan M. Lee	St. John's Lane Elementary - Ungraded Annual Salary \$5,500 Partial Salary \$1,650 (starting 4/1/67)
Susan C. Short	Rockland Elementary - Grade 4 Annual Salary \$5,500
Lestin R. Streat	Ellicott City Elementary - Grade 3 Annual Salary \$5,500
Mary C. Thomas	Unassigned - Primary Annual Salary \$5,500
Carolyn H. DiVirgilio	Elkridge Elementary - Grade 2 Annual Salary \$7,700

Co/J accepted: Upon motion duly made and seconded, the following resignations were

Ophelia D. Barnes	Glenelg High School - English Maternity Leave - Effective March 31, 1967 [Began September 1, 1958]
Jeanne F. Kunes	Scaggsville Elementary - Grade 1 Moved - husband transferred Effective April 28, 1967 [Began September 1, 1966]
Ellin Jane Cahill	Elkridge Elementary - Grade 2 Personal Illness - Effective March 22, 1967 [Began February 1, 1967]
Nancy Goodnight	Savage Elementary - Grade 1 Home responsibility-Effective June 30, 1967 [Began September 1, 1966]

Carolyn Houk	Ellicott City Elementary - Grade 3 Maternity - Effective June 30, 1967 [Began February 1, 1966]
Constance Sheley	Rockland Elementary - Trainable Home responsibility - Effective June 30, 1967 [Began September 1, 1962]
Mrs. Irene Johnson	Financial Secretary - Retiring Mrs. Johnson has been employed at the Board of Education since 1916.

The Board requested the Secretary to send a Certificate of Appreciation to Mrs. Irene Johnson, financial secretary, who has retired after more than fifty years with the Howard County school system.

The Secretary reported that there had been no transfers or promotions during the preceding month. He further reported that no bids or awards had been made during this period.

The Secretary advised the Board that the following building permits had been issued by the Department of Building and Housing of Howard County for the months of:

	<u>March 1966</u>	<u>March 1967</u>
1st District	2	4
2nd District	27	37
3rd District	4	1
4th District	0	2
5th District	13	13
6th District	<u>9</u>	<u>4</u>
	55	61

The Secretary advised the Board that the following had been received from the Planning Board:

1. Harper's Choice, Section Two, Hobbit's Glen, Review of Village.
2. Columbia - Review of Final Development Plan - Phase 6.
3. Hobbit's Glen - Review of Final Development Plan - Phase 5 - Golf Course.
4. Harper's Choice, Section One, Longfellow, Review of Village.

The Secretary had reported at the March meeting that the Voshell property had been purchased as the site for the Vocational-Technical Center. Following is the breakdown of the cost of this site:

Purchase Price - 25.323 acres	\$62,650.00
Rebate of Taxes	70.80
Title Insurance	375.00
Deed	5.00
Federal Stamps	69.30
Notary	.75
	2.00
Security Enterprise Commission	<u>3,759.00</u>
	\$66,931.85

Dr. Cochran moved that the purchase of the Voshell property be approved. The motion was seconded by Mr. Schoenbrodt and passed by unanimous vote of the Board.

The Board of Education meeting in executive session on March 7, 1967, authorized the President to sign a contract for the purchase of ten acres of land on the west side of Crescent Road, south of Whitehall Road to the extension of Northfield Road. Mr. Zimmer, the president, signed this contract for the purchase of ten acres at \$3,000.00 per acre on March 14, 1967. At the same meeting the Board also authorized Mr. Zimmer as president to negotiate a contract with Percon, Inc. for ten acres of their property located in the 2nd Election District of Howard County on Maryland Route 99, known as the Stirn property, at a price of \$3,000.00 per acre. The contract was signed by Mr. Zimmer on the 27th day of March, 1967. In connection with these two pieces of property, the Secretary advised the Board that he expected to have some further information during the day. Upon motion duly made and seconded, this matter was tabled until 4:00 o'clock that afternoon.

The Secretary recommended that the President of the Board be authorized to sign a contract for the purchase of twenty acres of the Knasiak property located on Route 99 in the Second Election District. Upon motion by Dr. Cochran, seconded by Mr. Schoenbrodt, the President was so authorized.

The Board was given copies of the balance sheet for the Board of Education for February 1967.

The public meeting on the budget is to be held on Wednesday, April 12, 1967, at 8:00 p.m. at Howard High School. The Board requested that this meeting be thoroughly publicized by means of notices sent home to parents, radio announcements, notices to be posted in public buildings such as the Howard County Library, and other appropriate means. A statement was prepared and copies given to members of the press for publication in the papers. The Secretary advised that copies of the proposed budget would be available to the public after 4:00 p.m. on Thursday, April 6th.

The Board received the following communications:

- A. A letter from Mr. Bennett M. Gates concerning the limitation on the number of buses any one contractor may own.

The Secretary was requested to send Mr. Gates a copy of the policy covering this matter.

- B. A letter from the Unitarian-Universalist Society of Howard County expressing appreciation for the use of Atholton Elementary School for their church and Sunday School services until their own building is ready for occupancy.
- C. A letter from Dr. James A. Sensenbaugh, State Superintendent of Schools, commenting on proposals made by the Howard County Branch of the NAACP.

- D. A letter from Mr. John P. Redmond, Chairman, Human relations Committee for the Atholton High School, concerning improvement of racial relations with the High School community. The following resolution was presented:

"The Atholton High School Human Relations Committee recommends that an orientation meeting on human relations be implemented for all staff members of the Howard County School System. Perhaps such a program could serve as the basis for an in-service teachers meeting.

"This committee feels that such a program would be helpful in relieving some of the honest mistakes that occur in dealing with interracial activities."

Members of the Board made various suggestions as to how such a program could be implemented. It was agreed that this is a big problem which still needs to be worked at, and the Board is desirous of doing everything possible to alleviate future problems. Upon motion duly made and seconded, the Secretary was directed to refer the letter to the staff for recommendations to be presented at the next Board meeting.

Co/J

- E. A letter from a group of citizens endorsing Mr. Omar Jones for the Superintendency of the Howard County Schools.

A motion was made, seconded and carried that the Secretary acknowledge the letter and indicate that the screening committee be asked to give careful consideration to Mr. Jones.

Samples of various certificates suitable for presentation to retiring personnel were submitted to the Board for their consideration. Upon motion duly made and seconded Mrs. Crist and Mr. Yingling were appointed to serve as a committee to make a choice. A further motion by Dr. Cochran, seconded by Mrs. James, directed this committee to set up qualifications such as age, length of service, etc.

Co/S

The next regular meeting of the Board of Education was postponed from Tuesday, May 2nd, 1967 to Thursday, May 11, 1967. Members of the press were made aware of this change of date.

Copies of a "Resolution of Maryland State Department of Education Regarding Assumption of Cost of Implementation of Fair Labor Standards Act by School Officials" had been given the Board prior to the meeting. After some discussion it was agreed that the Secretary should handle this matter, acknowledging the Resolution or not at his discretion.

Copies of the tentative schedule for the school year 1967/68 were presented to the Board for approval. Questions were raised as to whether it would be possible to have a longer spring vacation and whether it is required by law to close schools for the MSTTA meeting in October. The Secretary advised the Board that it is not required to close the schools but that all counties in the state do so. He also said that the majority of teachers

prefer to have school close earlier than to have longer spring vacations. Mr. Schoenbrodt advised that it is now a legal requirement that schools be closed for primary elections. The Secretary stated that this would be done when the date of primary elections is known. Upon motion duly made and seconded, the school schedule was accepted as presented. Mr. Zimmer was opposed. Following is the schedule as approved:

HOWARD COUNTY PUBLIC SCHOOLS
SCHEDULE FOR 1967-1968

Schools Open for Registration - Week of August 28 - September 1

August 31, <u>1967</u>	Thursday - 9:00 a.m. to 4:00 p.m.	Principals and <u>new</u> teachers in respective schools.
September 1	Friday - 9:00 a.m. to 4:00 p.m.	County-wide orientation meeting. New teachers. Howard High.
September 4	Monday	Holiday - Labor Day.
September 5	Tuesday - 9:00 a.m. to 4:00 p.m.	Principals and all teachers in respective schools.
September 6	Wednesday - 9:00 a.m. to 4:00 p.m.	Principals and all teachers in respective schools.
September 7	Thursday - 9:00 a.m.	Schools open.
October 19 - 20	Thursday and Friday	Schools closed. MSTA meeting.
October 27 - 28	Friday evening & Saturday morning	Lay Conference - Atholton High School.
November 5 - 11	American Education Week	Schools open.
November 10	Friday	End of 1st marking period.
November 22	Wednesday - 1:00 p.m.	Thanksgiving Holiday starts.
November 27	Monday - 9:00 a.m.	Schools reopen.
December 22	Friday - 3:30 p.m.	Christmas Holiday starts.
January 2, <u>1968</u>	Tuesday - 9:00 a.m.	Schools reopen.
January 15 - 18	Monday - Thursday inclusive	Mid-year exams.
January 18	Thursday	End of 2nd marking period.

January 19	Friday - Between Semesters	Schools closed. Teachers in attendance.
February 2	Friday	Schools closed. Teachers workshop.
April 5	Friday	End 3rd marking period.
April 10	Wednesday - 3:30 p.m.	Easter Holiday starts.
April 17	Wednesday - 9:00 a.m.	Schools reopen.
May 30	Thursday - Memorial Day	Schools closed.
June 6 - 12	Thursday - Wednesday inclusive	Final exams.
June 13	Thursday	Schools closed. Teachers in attendance.
June 14	Friday - 9:00 a.m. - 1:00 p.m. 3:30 p.m.	Closing assemblies. Schools closed for summer.

GRADUATION DATES

Atholton High School - Tuesday, June 4
 Glenelg High School - Wednesday, June 5
 Howard High School - Thursday, June 6

* * * * *

The Public School Laws of Maryland require all public schools to remain open a minimum of 180 days each year. This schedule is based on 184 days for the school year 1967-1968. Should it be necessary to close schools because of inclement weather, breakdowns or for any other reason, the days missed over and above the four days allowed will be made up in order to comply with the law; therefore, schools may be open on Holy Thursday, Memorial Day, or later in June if necessary. The State Department of Education has ruled that half days of school may not be counted as school days unless schools are open until 1:00 p.m.

* * * * *

TEACHING DAYS PER MONTH - TOTAL 184 DAYS

Sept.	17	Nov.	20	Jan.	21	Mar.	21	May	22
Oct.	<u>20</u>	Dec.	<u>16</u>	Feb.	<u>20</u>	Apr.	<u>18</u>	June	<u>9</u>
	37		36		41		39		31 = <u>184 days</u>

* * * * *

The following days, which are not school holidays, are observed in the schools with appropriate exercises:

Defender's Day	September 12, 1967 (Tuesday)
Citizenship Day	September 17, (Sunday) [Appropriate exercises on Monday]
Columbus Day	October 12, (Thursday)
United Nations Day	October 24, (Tuesday)
Veterans' Day	November 11, (Saturday) [Appropriate exercises on Friday]
Human Rights Day	December 10, (Sunday) [Appropriate exercises on Monday]
Bill of Rights Day	December 15, (Friday)
Lincoln's Birthday	February 12, 1968 (Monday)
Washington's Birthday	February 22, (Thursday)
Brotherhood Week	February 19 - 23
Maryland Day	March 25, (Monday)
Arbor Day	To be fixed by proclamation of the Governor
Pan-American Day	April 14, (Sunday) [Appropriate exercises on Monday]
Flag Day	June 14, (Friday)

#

A Bill of Complaint for Declaratory Judgment and Injunction has been filed by Herman Gaither and his wife Annetta Gaither against the Howard County Board of Education, the Board of County Commissioners of Howard County, the State Board of Education and State Superintendent of Schools, that the Board of Education of Howard County be restrained and enjoined from purchasing or contracting to purchase from Percon, Inc., a certain tract of land consisting of ten acres of land more or less, in the 2nd Election District of Howard County, which is part or all that land acquired by Percon, Inc. from Thomas W. Ligon by deed dated May 27, 1965 and recorded among the land records of Howard County, Maryland in Liber HH #436, Folio 12. The Secretary recommended that the Complaint be referred to the Board's attorney, Mr. Charles A. Reese. Upon motion by Dr. Cochran, seconded by Mrs. James, the Secretary's recommendation was approved.

Dr. Cochran asked whether any arrangements had been made to permit use of school tennis courts by the public during the summer months. This question was tabled until a report could be obtained from Mr. Max Smith, Supervisor of Physical Education.

Mrs. Laing, Chairman of the Advisory Health Committee, was present and asked for time to speak to the Board about the future activities of the committee. She advised the Board that the committee felt it had completed its original assignment, and asked whether the Board wished it to undertake further work or possibly remain in being to be available for consultation as the need arose. After expressing appreciation for the work the committee has done, the Board requested that a final report be prepared for presentation at the next meeting, which report would include recommendations for continuing service.

Co/J

At this time Dr. Shaffner reported that nets for the tennis courts at Atholton High School were on hand at the school, but that the tennis courts were presently being used as a volleyball area. Dr. Cochran asked for an

estimate on the cost of providing a hard surface for a volleyball court. Mrs. Crist suggested that a request for such funds be put in the budget as schools are renovated. Upon motion by Dr. Cochran, seconded by Mrs. Crist, the Secretary was asked to formalize a program for making tennis courts available to the public over the summer, and to present his report at the May meeting.

Dr. Shaffner presented his monthly report on the status of Federal programs. He advised the Board that Mr. Hayward, Supervisor of Language Arts, had written a project for summer workshops in English, which had been submitted on the basis of 50% funding from the State. However, the State requires these funds to be from this fiscal year rather than next year, which amount could be made up from the balance from the Title III program plus approximately \$128.00 from the Contingency fund. The Secretary recommended that this be done. Upon motion duly made and seconded, the Board approved the Secretary's recommendation. Co/J

Funds from the Federal government for the reading project in elementary schools under Title I have been cut 5%. Dr. Shaffner advised the Board that all expenditures not essential had been stopped until it is ascertained what will be done regarding this cut in funds. No action by the Board is required at this time.

The Board recessed for luncheon at 11:45.

The meeting reconvened at 1:45, at which time Mrs. Hovet presented the monthly report from the Director of Instruction. With reference to tests which had recently been given she advised the Board that Dr. James Morgan, of Montgomery County, who is well-qualified to study and interpret the results, would be willing to meet with the Board to discuss the testing program. After a brief discussion, Mrs. Hovet was requested to arrange a meeting during the week of May 1st.

Mrs. Hovet was requested by the Board to revise the proposed summer library program in order to give wider coverage in the County, and to report again on this program at the next meeting.

Mrs. Hovet was also requested to enlarge the number of centers listed for summer school courses, and to initiate a registration fee of 10% which would be non-refundable except in the event that the class is not held because of insufficient enrollment.

A description of the independent study program at Mt. Hebron was given the Board members for their information. The Board thanked Mrs. Hovet for these reports.

The Secretary brought up the matter of the Constitutional Convention, and asked whether the Board wished to have a representative file for delegate. After some discussion, the President requested Mrs. Crist to consider filing and to advise the Board whether or not she felt she could take on this assignment.

Mr. Ralph Schley, Executive Director of the Community Action Council, met with the Board to discuss the poverty program in Howard County. He expressed the feeling that the poverty cycle could be broken only through education

and explained that in a great many instances the attitude of families of the poverty level was hostile to the educational process, thereby influencing the children adversely. The Board questioned Mr. Schley at some length about various programs aimed at getting adults more involved in education, and asked for recommendations on what the school system could do. Members of the Board stated that they are particularly interested in having Mr. Schley talk with them because the Board is extremely interested in these problems and is looking for sound creative solutions. The President thanked Mr. Schley for his assistance.

Dr. Robert Schultz, Chairman of the Citizens Curriculum Committee, met with the Board to discuss with them publication of the forthcoming report of the Committee. He advised the Board that the final report will be ready for typing within a week, and should be completed and ready for presentation at the next regular meeting of the Board. It was agreed that publicity should be given the report, and that a public meeting would be set up, to be held two or three weeks after presentation of the report to the Board at the meeting on May 11th. It was also suggested that consideration be given to including some or all of the material in the scheduled Lay Conference next October after the Board members have had time to study the report.

Mr. Tannenbaum of the Rouse Company met with the Board to discuss the community college site on which the Board has an option. Through some misunderstanding the Rouse Company had made part of this land available to the Baltimore Gas and Electric Company for construction of a substation, which resulted in the architects retained by the Board to design the community college being misinformed on what land is available to the Board. After viewing drawings of the property, it was agreed that Mr. Tannenbaum should meet with the Board's architects in an effort to pick a suitable site to recommend to the Board. The Board emphasized that it is not in a position to make any decisions until this recommendation has been received and studied.

The Secretary presented a letter which had just been received from the Howard County Charter Board. Following is the text of the letter:

Mr. Austin A. Zimmer, President
Howard County School Board
6435 Old Washington Boulevard
Elkridge, Maryland 21227

March 29, 1967

Subject: Home Rule Charter

Dear Mr. Zimmer:

The Charter Board is interested in receiving an expression of policy or opinion from the School Board in several areas which are under consideration by the Charter Board at this time.

1. Centralized Purchasing: Our present intent is to provide for centralized purchasing authority under the County Executive. Authority would also be provided for inter-county purchasing agreements where a cost savings would

accrue to Howard County. How does the School Board feel about participation at the county level in a centralized purchasing activity?

2. Planning Board: We are currently trying to determine how best to provide for more effective long range planning. We recognize a need for more coordination in the long range planning of all county facilities and services: roads, schools, water, sewerage, etc. We feel there is an urgent need to make planning more effective. Since the school system needs are not a separable part of this overall problem, we are interested in suggestions and recommendations which the School Board may have in this area.
3. Centralized Services: We are currently planning to continue a position of County Administrator who will continue to have responsibility for data processing equipment. We are interested in any suggestions or recommendations the School Board may have which will provide them reasonable assurance that there will always be compatibility between the growing school needs and the available county services.
4. Merit System: Does the School Board foresee a need or a time when any category of personnel employed by the school system would need to be covered under the county employee merit system?

The Charter Board would like to receive at least preliminary comments by April 18, 1967. If the School Board would like to meet with the Charter Board to discuss the Charter, we offer the evening of April 18 as a suggestion.

Sincerely,

/s/ James M. Holway

James M. Holway
Corresponding Secretary

The following reply was drafted, and the Secretary requested to forward it to the Charter Board Secretary:

Mr. James M. Holway
Corresponding Secretary
Howard County Charter Board
Howard High School
Route 108
Ellicott City, Maryland 21043

Dear Mr. Holway:

The Board of Education has reviewed your letter of March 29, inquiring as to our policy or opinion relative to centralized

purchasing, cooperative planning, centralized services and incorporation of certain employees of the Board of Education in a County Merit System. There is a considerable body of experience with such arrangements in various metropolitan communities in the country. There appear to be areas where such arrangements are advantageous to the operation of the school system. There are also areas where such arrangements have led to serious operational difficulties.

The Board of Education is interested in participating in these arrangements to the extent they provide real economies without adversely affecting the educational process. In view of the limited time available to explore these matters in terms of the timescale imposed by the Charter Amendment, we feel that the best procedure would be to constitute the charter so that such arrangements can be developed gradually under the government structure to be established.

In this way, viable working arrangements can be developed on the basis of operational experience without imposing an a priori structure which could suffer from unforeseen difficulties.

The Board of Education would be happy to discuss these matters with the Howard County Charter Board at any mutually convenient time.

Yours very truly,

/s/ John E. Yingling

John E. Yingling
Secretary, Board of Education

#

Mr. Yingling informed the Board that the contract for the Percon property had not been signed and he was still working on the Percon, Inc., authorities to sign it. The contract for the ten acres of property owned by Percon, Inc., on Rogers Avenue and Route 99 will be sent to the owners for approval and the contract for the Dunloggin site has been approved and returned.

Upon motion duly made and seconded, the meeting recessed at 4:55 p.m. to go into executive session. At the close of the executive session, the regular meeting was reconvened. At this time a motion was made, seconded, and passed that the school to be built in the Dunloggin area be designated as the Model School being developed under Title III funds.

At this time, upon motion duly made and seconded, the meeting was adjourned.

John E. Yingling

April 4, 1967

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April 19, 1967

The special meeting of the Board of Education of Howard County held on Wednesday, April 19, 1967, was called to order by Dr. Edward L. Cochran, vice president of the Board, in the absence of Mr. Zimmer, the president. Mr. Zimmer joined the meeting shortly after it had started, at which time Dr. Cochran relinquished the chair to him. The following were present:

Austin A. Zimmer, President
 Edward L. Cochran, Vice President
 Mrs. Howard Crist
 Mrs. Albert James
 Fred K. Schoenbrodt
 Robert S. Shaffner, Acting Secretary

Dr. Cochran opened the meeting with a statement that the purpose of the meeting was for the Board of Education to review the Superintendent's Budget, make such changes as it felt necessary or desirable, and approve the budget for submission to the Board of County Commissioners. He explained to those attending the meeting that this was not a public hearing, inasmuch as such a meeting had already been held, at which meeting the representatives of organized groups and other interested parties had had an opportunity to express their desires, and those requests would be considered during this review.

The first order of business was approval of the minutes of the regular meeting of the Board of Education held on Tuesday, April 4, 1967. Dr. Cochran called for a motion to amend the minutes to include the text of the letter from the Howard County Charter Board referred to in the fourth from last paragraph and also the text of the reply which had been drafted by the Board at that meeting. Upon motion duly made and seconded, the minutes were so amended. Upon motion duly made and seconded, the minutes were approved as amended. C/J
 C/J

Changes in the order of business as presented in the agenda for this meeting, and deletion of items II.I and IV.B. were made. Upon motion duly made and seconded, the agenda was approved as amended. C/J

Dr. Cochran had requested job descriptions covering the new supervisory positions proposed in the budget. These were given to the members and after studying them, upon motion duly made and seconded, the Board requested inclusion of these job descriptions in the May agenda for formal approval. C/J

The Board then raised the question of the need to clarify whether to leave the salary of the Supervisor of School Lunches in the budget as chargeable against local funds, or to delete it and have it paid from receipts from the school lunch program. After some discussion it was agreed to approve this item as presented in the current budget, but to request a thorough study of the school lunch program prior to compilation of next year's budget.

After a thorough discussion covering the request for additional staffing in the middle schools in order to reduce the teaching load presently being carried, which discussion included definition of major as opposed to minor subjects, the Board approved the addition of twenty positions for major subject areas in the middle schools.

Co/J

Dr. Cochran requested further information on the request for band instruments for Howard High School. After some discussion, during which it was noted that this request was out-of-line with what other County schools have, Dr. Cochran moved to delete band items amounting to \$3,980. There was no second for the motion. No action was taken by the Board on this question.

Dr. Cochran had requested information on the cost of providing blacktop areas at Atholton and Glenelg High Schools for outdoor physical education programs. The Board was advised that the estimate for this work was \$17,350. Inasmuch as projected enrollment at both these schools indicates a student body comparable in size to that at Howard High School, which has a blacktop area, upon motion duly made and seconded the Board included the amount in the budget.

Co/J

The Board next considered the desirability and feasibility of increasing the proposed base salary for teachers by \$100 to bring the Howard County scale more nearly in line with that of surrounding counties. Points brought out were that, although the presently proposed scale represents an increase over last year's and prior years', it is necessary to compare the Howard County scale with what is now being paid in other counties rather than with what has been paid in the past; that several counties have a 6% annual increment as opposed to the 5% in Howard County; and that Howard County must be competitive if it is seriously desired to improve the quality of the teaching staff. After consideration of these and other points both pro and con, Dr. Cochran moved to increase the base salary scale to \$5,900; the motion was seconded by Mrs. James. The other three members of the Board voted negatively, and the motion was not carried.

Mr. Zimmer had requested the cost to increase custodians' wages for Categories I and II by \$2.50 per week above the scale presently proposed in the budget. During the discussion of what amount is involved in such an increase Dr. Shaffner pointed out that the present \$84,000 increase is caused by an upward revision of last year's salary scale, a change in working hours, and by an increase in the number of men employed. After consideration of the duties, relative degree of responsibility required in each of the three categories, and the need for qualified and responsible men, Mrs. James moved to change the present request to a beginning salary of \$75.00 per week, with other categories raised in proportion. Dr. Shaffner explained that there were actually two separate proposals involved: (1) raise the basic pay across the board, and (2) impose an increment for head custodians. Dr. Cochran seconded Mrs. James' motion. Mr. Schoenbrodt moved to amend Mrs. James' motion to apply only to Custodians I and II, stating that Category III employees were very often part-time help. Mrs. Crist seconded Mr. Schoenbrodt's motion to amend. The amendment failed to pass. Mrs. James' motion was then voted on and passed by a vote of three to two.

Mrs. James requested consideration of the possibility of continuing adult basic education programs during the summer. The cost for this was estimated at \$2,120. Dr. Shaffner advised the Board that the staff felt the biggest threat to a successful adult education program is the summer interruption and that as the Board of Education was already on record as supporting adult basic education the staff recommended that this program be continued and supported during July and August on a contingency basis, with good expectation that Federal funds would be received to reimburse this expenditure. Mrs. James moved that the Board underwrite this program for two months, i.e. July and August. Dr. Cochran seconded the motion and offered an amendment that the program be continued as Board policy from contingency funds if Federal funds are not available. Both the amendment and the motion were passed.

Mrs. Crist requested consideration of a raise for cafeteria workers. Dr. Shaffner explained that these salaries are centrally handled through the Supervisor of School Lunch programs, and that the only differential being contemplated this year is what is needed to bring the wage scale into line with the mandatory minimum wage scale. In order to increase the scale substantially either the price for school lunches would have to be increased or the Board would have to approve subsidizing the school lunch program. The Board agreed that this problem is sufficiently involved to warrant further study. No action was taken at this meeting, but the staff is requested to initiate a study of the entire program no later than one month after the budget is approved, and to report to the Board within sixty days after that date.

The elementary school principals had requested that consideration be given to their being employed on a twelve-month basis. They also wished to be compensated for 10-1/1 months rather than only ten months, as they are actually expected and required to report to their schools two weeks in advance of the September 1 date for teachers. Dr. Shaffner recommended that effective July 1, 1967 all elementary school principals be employed on a 10-1/1 month basis. Mrs. Crist moved that this recommendation be approved. The motion was seconded by Mr. Schoenbrodt and passed by unanimous vote. Dr. Cochran requested that a study which was to have been made last year be initiated immediately, this study to consider ways in which elementary school principals might effectively be employed on a twelve-month basis. The Superintendent is requested to report at the June meeting of the Board on action taken to date to initiate the study. It was recommended that this study be completed by January 1968.

Provision of funds in the amount of \$5,000 for employment of security personnel for school functions during 1967-68 had not been included in the budget request. On motion duly made and seconded, this amount is to be placed in a suitable operating account, and the contingency fund reduced by a like amount.

S/C

At this time the Board recessed in order to permit Dr. Shaffner to compute the additional cost of the various items approved by the Board. At the conclusion of the recess, Dr. Cochran questioned whether any consideration had been given to salaries for teaching aides. Dr. Shaffner stated that individual cases could be handled as an administrative matter within the framework of the proposed budget.

At this time the Chair asked for a motion to approve the Superintendent's budget as amended by the actions of the Board during this meeting, and with the knowledge that the revised figure of \$8,142,701 given by Dr. Shaffner had been hastily computed and might vary by a small amount. Dr. Cochran made the motion, which was seconded by Mrs. James and passed by unanimous vote.

Dr. Cochran moved to table consideration of the only other item on the agenda, a letter from the Archdiocese of Baltimore concerning their decision not to construct parochial schools in Columbia, until the regular meeting of the Board scheduled for May 11th. Mrs. James seconded the motion, which passed by majority vote.

Upon motion duly made and seconded, the meeting was adjourned.

Co/J

John C. Gunglberg

April 19, 1967

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May 11, 1967

The Board of Education of Howard County met in executive session from 9:00 to 10:00 a.m. on Thursday, May 11, 1967, at which time the regular monthly meeting was held. The following were present:

Austin A. Zimmer, President
 Edward L. Cochran, Vice President
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. Fred K. Schoenbrodt
 Mr. John E. Yingling, Secretary

The following guests were present during all or part of the meeting:

Mrs. James Langenwalter	St. John's Lane Elementary School
Louise Hawkins	The NEWS
Mary Lynch	The TIMES
T. Ward Kemp	Human Relations Committee, Atholton High PTA
Harold Lloyd Bell	Human Relations Committee, Atholton High PTA

Mrs. Richardson, secretary to the Superintendent, was also present.

The President asked for corrections or additions to the minutes of the previous meeting, copies of which had been given to the members of the Board prior to this meeting. Upon motion duly made and seconded the minutes were approved as written.

S/C

Mr. Zimmer informed the Board that the Public School Laws of Maryland required election of officers for the forthcoming year. He said that he did not wish to be considered a candidate for reelection and thanked the members of the Board for their assistance during the past year. After advising the Board that nominations for president and vice president did not require a second, and that voting would be by secret ballot, Mr. Zimmer turned the meeting over to the Secretary. Mr. Yingling informed the Board that the Public School Laws of Maryland, Chapter 5, Section 49, read as follows:

"The County Board of Education shall hold an annual meeting each year on the second Tuesday in May, or as near as possible thereto in May, at which meeting the Board shall elect one of its members to serve as president and one to serve as vice president."

The Secretary then asked for nominations for president. Mr. Schoenbrodt and Dr. Cochran were nominated. Upon motion duly made and seconded the nominations were then closed, the Secretary collected the ballots which had been marked by the members, and after tabulating

Z/C

the votes informed the Board that Dr. Cochran had been elected by a majority of three to two. The Secretary then asked for nominations for vice-president. Mr. Schoenbrodt was nominated by Mrs. Crist and, there being no further nominations, upon motion duly made and seconded the nominations were closed and the Secretary instructed to cast a unanimous ballot for Mr. Schoenbrodt for vice president, and to cast a ballot for Dr. Cochran for president for the year 1967/68.

Z/J

At this time Dr. Cochran took over the chair. He thanked the members of the Board for their confidence and went on to say that he felt the president does not have any responsibility beyond that of the other members except for presiding at meetings and signing documents. Any matter involving any discretion is going to be the action of the entire Board. This may involve more calls and meetings but Dr. Cochran feels it is justified, particularly with the selection of Mr. Yingling's successor and the capital improvements program. Dr. Cochran further stated that he would appreciate comments, criticisms and suggestions during the year.

Mr. Zimmer moved that any Board member who attends public meetings of any kind where he represents the Board be requested to bring in some report, preferably in writing, so other members will be aware of what is going on. Mr. Schoenbrodt seconded the motion. During the discussion it was pointed out that a distinction should be made between meetings where the Board member is authorized to represent the Board and those where he is asked as an individual to make a statement. Mr. Zimmer felt that it is very important that Board members do as much as possible to publicize the needs of the Board of Education and the school system, and that members should make a concerted effort to be available to PTA's, etc. whenever possible, and to inform the other members of where, when and on what subject any remarks are made in order to avoid misunderstandings at a later date. The motion was carried by a majority vote.

Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended.

Z/C

The Secretary recommended that the teachers' contracts as shown on the agenda be approved. Background information on Mr. William J. Donahue and Mr. Harold Miller was requested, which the Superintendent gave the Board. On motion duly made and seconded the following contracts were approved:

Elizabeth R. Adams	Glenwood Middle School - English Annual Salary \$9,550
Mary B. Appler	Scaggsville & Savage Elementary - Reading Annual Salary \$5,912
Caroline A. Bertling	Waterloo Middle School - Mathematics Annual Salary \$5,500
Mary F. Cage	Glenwood Middle School - Reading Annual Salary \$10,100

Rachel Donahue	Mt. Hebron Middle School - Grade 6 Annual Salary \$8,800
William J. Donahue	Atholton High School - Principal Annual Salary \$14,027
Lindell C. Eagan	Atholton High School - Spanish & English Annual Salary \$6,325
Edward R. Evans	Waterloo Middle School - Guidance Annual Salary \$7,425
Ronald M. Kosko	Ellicott City Middle School - Indust. Arts Annual Salary \$5,700
Allen L. Lueck	Glenelg High School - English Annual Salary \$5,500
Giles E. Maurey	Atholton High School - History, Problems of Democracy, Psychology Annual Salary \$7,212
Harold Miller	Supervisor, Music and Art Annual Salary \$8,580
Dianna Miller	Atholton Elementary School - Grade 3 Annual Salary \$5,500
Marco A. Montemezzi	Howard High School - Mathematics Annual Salary \$4,800 Partial Salary \$1,440 (began April 3, 1967)
Elia N. Morgan	Waterloo Middle School - Librarian Annual Salary \$8,725
Margaret A. Moxey	Atholton High School - Problems of Democracy Annual Salary \$5,775
G. Elaine Oland	Clarksville Elementary School - Music Annual Salary \$5,500
Ruth D. Rettaliata	Howard High School - English Annual Salary \$9,350 Partial Salary \$2,805 (began April 3, 1967)
Stella F. Testerman	Ellicott City Elementary School - Grade 5 Annual Salary \$5,500 Partial Salary \$1,650 (began April 3, 1967)
Ann R. Thompson	Glenwood Middle School - English & Social Studies Annual Salary \$5,500

Patricia V. Walston Scaggsville Elementary School - Grade 1
Annual Salary \$6,050

Charlotte H. Warfield Savage Elementary School - Grade 2
Annual Salary \$5,500

Upon motion duly made and seconded, the resignations as presented by the Secretary were approved, as follows:

William D. Alston Howard High School - Mathematics &
Science
Teaching in another state
Effective June 30, 1967
(Began September 1966)

Ruth T. Conway Guilford Elementary - Ungraded
Moved away. Effective June 30, 1967
(Began September 1965)

Robert D. Douds Waterloo Middle School - Grade 6
Resigned. Effective June 30, 1967
(Began September 1966)

Norma M. Fedder Lisbon - Grade 6
Resigned. Effective June 30, 1967
(Began September 1966)

Pearlette Graf St. John's Lane - Grade 2
Teaching in another county
Effective June 30, 1967
(Began September 1, 1964)

Peggy Hiller Howard High - English
Personal illness. Effective June 30, 1967
(Began October 25, 1965)

Walter M. Jackson Principal, Mt. Hebron
Has accepted principalship in another county
Effective June 30, 1967
(Began September 1965)

Ruby V. Kelly Savage Elementary - Grade 1-2
Study. Effective June 30, 1967
(Began September 1966)

James Langschmidt Mt. Hebron Middle - Grade 6
Resigned. Effective June 30, 1967
(Began February 1, 1966)

Marlene P. Levine Scaggsville Elementary - Grade 2
Resigned. Effective June 30, 1967
(Began September 1966)

Helen Buss Mitchell	Howard High - English Home responsibility Effective June 30, 1967 (Began September 1963)
Peggy Mitchell	Guilford Elementary - Grade 4 Home responsibility Effective June 30, 1967 (Began November 28, 1966)
Sandra Neilson	Ellicott City & Waterloo Elementary - Librarian Moved - husband transferred Effective March 17, 1967 (Began September 1966)
Sara M. Nesbit	Ellicott City Middle - Physical Education Home responsibility Effective June 30, 1967 (Began September 1966)
Anne Wright Nicodemus	Rockland Elementary - Grade 4 Resigned. Effective June 30, 1967 (Began September 1, 1965)
A. Clair Owens	Elkridge Elementary - Grade 5 and Vice Principal Administrative position in Pennsylvania Effective June 30, 1967 (Began September 1966)
Lynda Scollar	Mt. Hebron Middle - Spanish and French Maternity. Effective June 30, 1967 (Began September 1965)
Mary Frances Snellings	Atholton High - Biology Teaching in another state Effective June 30, 1967 (Began September 1965)
Carol Thomas	Unassigned elementary school Teaching in another county To have started September 1967
Harold C. Treichel	Atholton High School - Industrial Arts Resigned. Effective June 30, 1967 (Began September 1966)
Marjorie Wetzel	Glenelg High School - Home Economics Maternity. Effective June 30, 1967 (Began September 1962)

The Secretary informed the Board that Mr. Donald Bell had been transferred from the position of vice principal at Ellicott City Middle School to that of vice principal of Glenwood Middle School.

The Secretary also advised the Board of the following promotions:

James McCrumb	From Vice Principal of Glenelg High School to Principal of Mt. Hebron
John Fields	Teacher at Ellicott City Middle School to Vice Principal, Ellicott City Middle School

Mrs. James asked how long Mr. McCrumb had been in the Howard County system. The Secretary advised her that Mr. McCrumb had been with the Howard County schools for seven or eight years, and that his application had been very carefully screened by the committee before they made their recommendation. Upon motion duly made and seconded, the promotions were approved. Dr. Cochran commented that he was very pleased to see promotions being made within the system. C/Z

The Superintendent advised the Board that bids had been received and contracts awarded as follows:

Bids were received at the Department of Education on February 6, 1967 for furnishing and delivering industrial arts supplies to the schools of Howard County. Awards were made to the following companies:

Patterson Brothers	\$3,511.54
Brodhead-Garrett Company	3,832.92
The Mann & Parker Lumber Company	3,513.00
John S. Wilson Company	250.02
The Maryland Lumber Company	120.76
Budeke's Incorporated	101.31
Tandy Leather Company	629.44
Kelvin Electronics, Inc.	693.55
Eugene Dietzgen Company	8.80
Keuffel & Esser Company	56.92
Modern School Supplies	607.39
Graves-Humphreys, Inc.	No award

Bids were received at the Department of Education on February 10, 1967 for furnishing general instructional supplies for the Howard County school system. Awards were made to the following companies:

The Paul M. Adams Company	\$3,863.85
Kurtz Brothers	4,323.00
Whitaker Paper Company	337.30
J. L. Hammett Company	81.00

Bids were received at the Department of Education on February 10, 1967 for furnishing duplicating supplies for the Howard County School system. Awards were made to the following companies:

Ditto, Incorporated	\$7,666.50
A. B. Dick	3,606.00
Lucas Brothers	675.40
Advance Business Systems and Supply Company	1,833.50

Bids were received at the Department of Education on February 13, 1967 for furnishing and delivering industrial arts tools, equipment and machines to the Glenwood Middle School. Awards were made to the following companies:

Patterson Brothers	\$2,342.24
Brodhead-Garrett Company	1,252.51
Graves-Humphreys, Inc.	1,461.39
Noland Company	2,908.04
Warren Balderson Company	860.00

Bids were received at the Department of Education on March 3, 1967 for furnishing physical education supplies to the schools of Howard County. Awards were made to the following companies:

E. P. Clarke Company	\$6,908.16
Louis J. Smith	3,241.43
Bacharach and Rasin Company, Inc.	2,267.37
Cran Barry and Company	1,284.79
Hasco School Supply, Inc.	304.02
Hoffman Canvas Products, Inc.	No award

Bids were received at the Department of Education on April 10, 1967 for furnishing small home economics equipment to the schools of Howard County. The following awards were made:

Adams-Burch, Inc.	\$1,299.34
NASCO	195.90

Bids were received at the Department of Education on April 10, 1967 at 2:00 p.m. for furnishing small cafeteria equipment. The following awards were made:

Adams-Burch, Inc.	\$ 565.32
Janitors Supply House, Inc.	1,692.17
J. Norman Otto Co., Inc.	1,489.52

All bids are on file and available for inspection by interested parties. Upon motion duly made and seconded the Secretary's action in awarding these contracts was approved.

C/Z

The Secretary advised the Board that the Department of Building and Housing of Howard County had issued the following building permits for the months of:

	<u>April 1966</u>	<u>April 1967</u>
1st District	2	3
2nd District	29	15
3rd District	2	6
4th District	7	2
5th District	7	16
6th District	<u>8</u>	<u>7</u>
	55	49

The Secretary advised the Board that the following had been received from the Planning Commission:

1. Centennial Estates. Preliminary Plan, Section One, Old Annapolis Road
2. Valley Mede, Preliminary Plan, Section Seven, 14 lots
3. Bean Property, Lot 8. Preliminary Plan. Stabean Rd., Fulton
4. Faulkner Ridge. Final Development Plan - Phase II

Copies of the Balance Sheet for the Board of Education for March, 1967 were given to the members. Mr. Zimmer commented that the budget is in line but single line items may vary. Mr. Schoenbrodt suggested that monies coming in could be accrued as accounts receivable. Upon motion duly made and seconded the balance sheet was accepted.

Z/J

The Secretary advised the Board that copies of the Superintendent's Budget as revised by the Board at the meeting held on Wednesday, April 19, 1967 had been submitted to the Board of County Commissioners.

The Board received the following communications:

- A. A letter and report from Mrs. Sally Anne Laing, Chairman, Advisory Health Committee.

Mrs. Laing has resigned as Chairman of the Health Committee, and in her letter suggested that Mrs. Carl Pacifico had agreed to take over this position if the Board approved. Upon motion duly made and seconded, the President was authorized to send a resolution of appreciation to Mrs. Laing for her work with the committee.

J/C

After some discussion, a motion was made, seconded and carried that the Health Committee continue with Mrs. Pacifico as Chairman. Mrs. Crist moved that preparation of the brochure mentioned in the committee report be referred to the staff for action. Mrs. James seconded the motion, and Mr. Zimmer requested that the motion be amended to include a date. Mrs. Crist accepted the

amendment and the Board agreed that the brochure should be requested for the July meeting. Mr. Zimmer's amendment and Mrs. Crist's motion were carried.

- B. Minutes of the Citizens Curriculum Committee meetings held on April 6th and April 13th, 1967.
- C. A letter from the Howard County Tuberculosis Association concerning funds to assist in providing for a more intensified school health program.

Upon motion duly made and seconded, this matter was referred to the Superintendent to determine what the conditions of this grant are and whether the Board may accept it, and to make a recommendation to the Board at the June meeting.

C/J

- D. A letter from the Archdiocese of Baltimore concerning plans for religious education in Columbia.

Dr. Cochran commented that this letter refers specifically to the Village of Wilde Lake, and apparently no decision has been made with respect to the rest of Columbia. No action was required.

- E. A letter from the Howard County Supervisors of Elections requesting that schools be closed on the date of the special election to choose convention delegates.

The Secretary recommended that the schools not be closed for this election, but that space be provided in those schools enumerated in the letter. Upon motion duly made and seconded the Secretary's recommendation was accepted, and the Secretary was authorized to contact the Supervisors of Elections accordingly.

Z/J

- F. A letter from the Reverend Robert L. McKibben concerning the decision of the Committee on Christian Education in Columbia not to request school time for religious instruction.
- G. A letter from Mr. Wallace Hamilton of the Rouse Company requesting an appointment with the Board at the June meeting.

The Secretary advised the Board that it was his understanding that this meeting was to explore the need for new school sites, and review the rate of development. The Board requested the Secretary to arrange an appointment with Mr. Hamilton for the meeting on June 6th.

- H. A letter from Mrs. Weyhrauch, President of St. John's Lane PTA, concerning the need for an addition to St. Johns' Lane school.

The Secretary advised the Board that Mrs. Weyhrauch was expected at the afternoon session. Upon motion duly made and seconded this letter was tabled until Mrs. Weyhrauch could be present.

C/S

- I. A letter from Mrs. Anna Mae Miller, Secretary of the Howard High School PTA concerning acquisition of more land at Howard High.

The Secretary informed the Board that he had met with Mr. Fink of the State Roads Commission and looked over the area. He was advised that the State Roads Commission wants a 300 ft. right-of-way, which would cut into the baseball diamond. After some discussion of what land is available as replacement, and whether the Commission might be able to relocate the projected road, the motion was made and carried that the Superintendent be requested to explore the possibility of securing replacement land, and to prepare plats of the present Howard High School site with a projection showing the proposed realignment of Route 108, and to report to the Board at the Executive Session of the June meeting.

S/C

- J. A letter from Dr. David W. Zimmerman, Chairman, School Law Revision Commission, extending an invitation to Mr. Zimmer to attend the meeting scheduled for May 11th, and a copy of Mr. Zimmer's reply.
- K. A letter from the First Presbyterian Church requesting a waiver of the charge for use of the auditorium at Howard High School for a Jazz Liturgy on Sunday, May 28th, at 7:30 p.m.

The Secretary recommended that since this is a community affair open to the public, that the normal fee of \$75.00 be waived. Upon motion duly made and seconded, the Secretary was authorized to waive two-thirds of the fee, charging \$25.00 to cover cost of lighting, custodial expense, etc.

S/Z

- L. A letter from Mr. Harold P. Donahue asking the Board and staff to look into the possibility of in-service programs and training of teachers to meet certification by having courses in Howard County rather than having teachers travel to various colleges and universities.

After some discussion, upon motion duly made and seconded the Secretary was requested to refer the letter to Dr. McCullough for study. Dr. McCullough is requested to prepare a recommendation for the Board to consider at the June meeting.

S/C

The Board was given copies of job descriptions for new supervisory positions to be filled during 1967/68. The Board approved the description of Supervisor of Federal Programs with the request that the last paragraph be numbered to correspond with the preceding description. Members of the Board expressed the opinion that the Wynn Report recommendations should be carefully considered and job descriptions related to these recommendations. After some discussion, the other descriptions were referred back to the staff with the request that they clarify how these descriptions fit in with the Wynn Report. The staff is also requested to rewrite the descriptions, making them more specific and detailed. The description of the elementary supervisor's duties was approved by motion duly made and seconded.

Z/C

Three alternate plans were presented to the Board covering use of the school tennis courts by the public on weekends and during the summer months. After a thoroughgoing discussion, the following was agreed upon:

The tennis courts will be open for use by the public after 6:00 p.m. on weekdays during the school year. Students will have the use of the courts from 9:00 a.m. to 6:00 p.m. on weekdays until school is out. It is requested that each high school community form a tennis club composed of interested citizens to be responsible for use of the courts after 6:00 p.m., Monday through Friday, and on weekends. Each tennis club will be responsible for the time of opening and closing of the courts as well as the length of the tennis season.

The tennis clubs will prepare a written schedule of usage of the courts by members. Each club will have a membership fee of \$2.00 per year. The treasurer will be responsible for collecting and accounting for said dues. The dues collected will be submitted to the Board of Education, who in turn will supply tennis nets.

A membership card will be necessary for individuals using the courts after 6:00 p.m. and on weekends. The restrooms, etc., in the main building will not be made available for use of the tennis players.

The Secretary is asked to work with the Board of County Commissioners with the idea of having them share a portion of the responsibility and cost in this recreational program. The program set forth above is to be temporary for not more than four months, at which time a regular program should be ready. The Secretary is further requested to implement this temporary program immediately.

S/J

At this time the Board recessed for luncheon. The meeting reconvened at 2:00 p.m.

The Secretary recommended that the Board approve the final plans for the Vocational-Technical Center. Upon motion duly made and seconded the Secretary's recommendation was accepted.

The Secretary recommended that the plans for the addition to the West Friendship Elementary School be approved. Upon motion duly made and seconded the Secretary's recommendation was accepted.

C/J

The Secretary recommended that the plans for the addition to the Scaggsville Elementary School be approved. Upon motion duly made and seconded the Secretary's recommendation was accepted.

C/J

The Secretary recommended that the alterations to the Savage Elementary School be approved. The Board requested that the storage room presently in use be changed to provide additional office space for a secretary, and that the present room then revert back to a storage facility.

S/C

The Secretary recommended that the plan for conversion of a classroom at the Glenelg High School for use as a health room be approved. Upon motion duly made and seconded the Secretary's recommendation was accepted.

S/C

Upon motion duly made and seconded, approval of the plans for the Wilde Lake and Northfield Schools was tabled until the architects could be present later in the afternoon.

Mrs. Crist wished an expression of opinion from the Board members concerning use of the Citizens Curriculum Committee Report in connection with the Conference on Education to be held next October. She explained that this seemed to her to be a good time to utilize this report, and to give it publicity by setting up panels similar to those presented last year to discuss various aspects of the report during the Saturday morning session of the Conference. Upon motion duly made and seconded the Board authorized Mrs. Crist to explore this with the Citizens Curriculum Committee.

Z/S

The Secretary requested and received permission to add to the agenda two communications which had been received that morning.

A letter from Mr. Carl Bevard, President of the Howard County Teachers Association, requested that the Board submit a supplementary budget increasing teachers' salaries. The Board took no action on this request.

A copy of a letter addressed to Mr. Harry Murphy, Chairman of the Board of County Commissioners, from Mr. James W. Rouse, concerning the need for planning future school construction in order to take care of the anticipated rate of growth in Columbia. No action by the Board was required.

Mrs. Crist requested members of the Board to let her know how many planned to attend the traveling seminar on school buildings sponsored by the Maryland Association of Boards of Education.

The Board was requested to approve the following:

1. Policy pertaining to Absence of a Teacher for Death in Family.
2. Policy pertaining to Teachers' Credit Reimbursement.
3. Policy pertaining to Substitute Teachers' Pay.
4. Policy pertaining to Emergency Leave for Teachers.
5. Policy pertaining to Sick Leave for Teachers.

In connection with the proposed policy pertaining to substitute teachers' pay, the Board requested that a study be made to ascertain the number of teachers in each of the present three categories who had been employed during the present school year in each school, and that a recommendation from the staff be presented at the July meeting with the aim of obtaining better qualified substitute teachers if this study indicates too large a percentage in the lowest category.

Mrs. James suggested that it might be fairer to teachers to give them one day for personal business without charging for a substitute. Upon motion duly made and seconded, the staff is requested to find out how often this day is used by teachers, and to include this in the report on substitute teachers. J/C

Dr. Cochran pointed out that these policies are incorporated in the budget and, assuming the budget is approved, should be made official for the coming year. Upon motion duly made and seconded, the following policies were approved:

POLICY PERTAINING TO ABSENCE OF A
TEACHER FOR DEATH IN FAMILY

RESOLVED, that by unanimous vote the Board of Education of Howard County, at its regularly scheduled meeting held on May 11, 1967, rescinds the previous regulations pertaining to absence of a teacher for death in family; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to absence of a teacher because of death in the family the following:

On the death of a child, parent, brother, sister, husband, wife, mother-in-law, father-in-law, or of anyone who has lived regularly in the household of a teacher, such teacher shall be allowed four calendar days of absence from school without loss of salary.

* * * * *

POLICY PERTAINING TO TEACHERS'
CREDIT REIMBURSEMENT

RESOLVED, that by unanimous vote the Board of Education of Howard County, at its regularly scheduled meeting held on May 11, 1967, rescinds the previous regulations pertaining to teachers' credit reimbursement; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to teachers' credit reimbursement the following:

Reimbursement will be made at the rate of \$14.00 per semester hour, up to a maximum of six (6) credit hours per year, to teachers who satisfactorily earn these credits during the summer, fall, or spring sessions.

* * * * *

POLICY PERTAINING TO SUBSTITUTE
TEACHERS' PAY

RESOLVED, that by unanimous vote the Board of Education of Howard County, at its regularly scheduled meeting held on May 11, 1967, rescinds the previous regulations pertaining to substitute teachers' pay; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to substitute teachers' pay the following:

The payment of substitute teachers shall be according to the following schedule;

Holder of a college degree and/or teacher certification	\$16.00/day
Those with more than 60 credit hours but less than a degree	\$14.00/day
Those with less than 60 semester hours of college credit	\$12.00/day

After fifteen consecutive teaching days a substitute teacher shall be placed on the appropriate regular salary scale and given credit for any prior full-time teaching experience.

* * * * *

POLICY PERTAINING TO EMERGENCY LEAVE
FOR TEACHERS

RESOLVED, that by unanimous vote the Board of Education of Howard County, at its regularly scheduled meeting held on May 11, 1967, rescinds the previous regulations pertaining to emergency leave for teachers; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to emergency leave for teachers the following:

Each professional employed by the Board of Education shall be granted one day of personal business leave per year. This day is to be at the discretion of the employee. A pay deduction of \$14.00 will be made to defray the cost of a substitute.

POLICY PERTAINING TO SICK LEAVE
FOR TEACHERS

RESOLVED, that by unanimous vote the Board of Education of Howard County,, at its regularly scheduled meeting held on May 11, 1967, rescinds the regulation pertaining to sick leave for teachers adopted at the meeting of the Board held on Tuesday, October 4, 1966; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to sick leave for teachers the following:

Professional personnel in the Howard County school system shall be granted sick leave at the rate of ten (10) work days per year.

Each such professional employee who shall submit to the Board of Education of Howard County satisfactory proof of illness requiring absence from work shall be paid full salary up to ten days for such absence. At the discretion of the Board of Education of Howard County, full or partial salary for a period of absence in excess of the rate of ten days per year on account of illness may be paid. Deductions for each day lost because of personal illness beyond the number for which full salary is paid shall be determined by dividing the yearly salary by three hundred.

Unused sick leave shall be cumulative up to a maximum of 100 days. The accumulation of unused sick leave is made retroactive to September, 1957 for all personnel presently in the system who have had service since that date. Such cumulative sick leave may be transferred without change to any public school system in Maryland.

* * * * *

(The foregoing policies are to become effective July 1, 1967)

* * * * *

The Secretary advised the Board that some funds are available from the State on a matching basis to purchase capital equipment for school cafeterias. The Board would be required to pay 25% of the amount approved. He further advised the Board that the following would be requested:

Guilford Elementary	\$1,654.14
Savage Elementary	1,214.36
Ellicott City Elementary	498.00
St. John's Lane Elementary	3,385.00

Upon motion duly made and seconded, the Board approved the Secretary's recommendation that funds from the State be accepted in whatever amount they are available, and authorized the Secretary to provide the Board's share of 25% of such funds.

The Secretary advised the Board that notice had been received from the State that some funds in the NDEA program were available, and that an additional \$1,500 had been allotted to Howard County provided that this sum is matched by the Board of Education of Howard County. Upon motion duly made and seconded the Secretary was authorized to transfer \$1,500 from the contingency fund to enable Howard County to receive the additional \$1,500 from the State.

S/C

The Secretary advised the Board that the State Board of Education plans to hold a reading workshop for three weeks at Towson State College this summer, and that Howard County plans to send eight principals and four teachers from the elementary schools. The Secretary recommended that the local share of this expense, amounting to \$2,173, be taken from the contingency fund. Upon motion duly made and seconded the Secretary was authorized to make this transfer.

S/C

Upon motion duly made and seconded consideration of the award of additional contracts for bus service was tabled until 4:00 p.m. when the Supervisor of Transportation could be present to answer any questions from the Board.

C/J

Mrs. Weyhrauch, President of the St. John's Lane PTA, met with the Board to consider the request for an addition to the school contained in her letter, and endorsed in letters from parents of St. John's Lane children. Dr. Cochran advised Mrs. Weyhrauch that the Board is planning another school in that area to be opened in one year, which would relieve the present overcrowding. He further advised Mrs. Weyhrauch that Mr. Yingling planned to take a close look at the school with the principal, and would be happy to have Mrs. Weyhrauch participate. Further discussion was tabled until the next meeting, at which time recommendations could be presented as to what might be done for the next year.

At this time the Board went into Executive Session. At 4:20 p.m. the regular session was reconvened, and final preliminary plans for the Wilde Lake and Northfield Road elementary schools were presented to the Board for approval. Upon motion by Mrs. James, seconded by Mr. Zimmer, the plans were approved.

Mr. Fowble, Supervisor of Transportation, met with the Board to consider the proposed additional bus contracts. Mr. Fowble explained to the Board that plans are to separate the elementary and secondary students, eliminate transfers on the road and also transfers at schools. He also stated that if this plan is successful, next year it will be possible to go on to staggered starting times the following year. Upon motion by Mr. Zimmer, seconded by Mrs. James, the new contracts were approved, as follows:

Stanley Sullivan
Glenwood, Maryland

Roland F. Wessel
Scaggsville Road
Laurel, Maryland

Paul E. Brown
Dayton, Maryland

Harry L. Eyre, Jr.
Daisy, Maryland
Woodbine R.F.D.

Howard L. Pickett
Watersville Road
Mt. Airy, Maryland

James R. Baugher
121 Montgomery Road
Ellicott City, Maryland

James S. Nichols
Dayton Pike
Clarksville, Maryland

J. Warren Streaker
Woodbine, Maryland

James W. Hudson, Jr.
West Friendship, Maryland

Mr. Soles, Chairman, and members of his committee, met with the Board to discuss the Title III proposal. The Board had been given copies of the rough draft of material developed to date. Mr. Soles explained that the committee had been meeting regularly and that some adjustments would be made in the final report, but that basically the material in the report is what the committee recommended be presented to the Federal government. Overall staffing is requested through Title III funds for the period of experimentation. Final copies of the report will be ready at the end of this month, and the committee would like to submit the proposal as soon as possible in order to receive funding for next year.

Mr. Zimmer asked what is the ultimate aim of the program; that is, assuming this model school does what it is hoped, how will this be measured, and what application can be made of the knowledge gained. Mr. Soles explained that if, for example, individualized instruction proved of value it would be incorporated in existing schools and other new schools could be built along these lines.

The Secretary recommended that the Board approve the action of the committee so that they may proceed. Mr. Schoenbrodt moved that the model school application be approved. Mrs. Crist seconded the motion, which was carried.

Mr. Zimmer moved that this school be named the Northfield School. The motion was seconded by Mrs. Crist and carried by majority vote.

Mrs. Hovet met with the Board to discuss her monthly report. She advised the Board that members of the Human Relations Committee from Atholton High School had talked with her and were quite pleased with the proposal presented in her report.

The Board was also advised that, provided kindergartens are approved, plans were underway to conduct a two-week workshop for kindergarten teachers the last two weeks in August; that a list of equipment needed for the kindergartens was being prepared; and that dates for registration had been set. To be eligible for kindergarten a child must be five years old by December 31st of the year he enters school.

Mrs. Hovet had recommended that a course in data processing be instituted. Mrs. Crist moved it be given, to be taught in business education. The motion was seconded by Mr. Zimmer, and carried.

The Supervisor of Vocational Education is requested to supply further information on this subject at the next meeting of the Board.

Mrs. James moved to approve the Educational Facilities Laboratory Grant application as submitted with the change of certain dates. Mrs. Crist seconded the motion, which was carried.

Mrs. James asked whether it would be possible for Mrs. Hovet to set down the long range goals, the immediate goals, and a time for implementing the teaching of Negro history in the schools. She moved that a special request be made to the State Board of Education that courses in Human Relations be offered for teachers and other educators. Mr. Zimmer seconded the motion, which was carried. Mrs. James then moved that Mrs. Hovet proceed with the proposed program in Human Relations and that specific suggestions be presented to the Board in the fall after completion of the summer workshop. Mr. Schoenbrodt seconded the motion, which was carried.

Dr. Shaffner met with the Board to discuss federal programs. It was agreed that the Headstart program would have to be rewritten to provide for funds to rent space in the event that kindergartens are approved by the Board of County Commissioners, and that the program would be for four-year-olds in this event. Further discussion of this program was tabled till the June meeting in order that a definitive proposal on which the Board could take action might be prepared.

Upon motion duly made and seconded, the public meeting was adjourned at 5:50 p.m.

Z/C

John C. Guehring

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May 29, 1967

A special meeting of the Board of Education of Howard County was held in the auditorium of the Atholton High School at 8:00 p.m. on Monday evening, May 29, 1967. Those present were:

- Dr. Edward L. Cochran, President
- Mr. Fred K. Schoenbrodt, Vice President
- Mrs. Howard Crist
- Mrs. Albert James
- Mr. Austin A. Zimmer
- Mr. John E. Yingling, Secretary

Approximately 450 citizens of Howard County attended the meeting. Members of the staff were also present.

The meeting was called to order by Dr. Edward L. Cochran, president of the Board of Education. Dr. Cochran advised those present that the purpose of the meeting was to discuss the school budget for 1967-68. He went on to say that the Board of Education had received from the County Commissioners the following letter:

May 24, 1967

Board of Education
Howard County
Clarksville, Maryland

Ladies and Gentlemen:

After lengthy and careful deliberation the Board of County Commissioners have made the following deletions in the 1967-68 School Budget as presented by the Board of Education:

<u>Account Number</u>	<u>Item</u>	<u>Amount</u>
01101	Superintendents Office	\$ 14,000
01203	Machine Rental (Sorter and Collator)	2,160
01402	Travel (Superintendent's Office)	800
02102	Staffing 35 Positions (Recommended positions to be eliminated: . .	256,000

- 3 Supervisors
- 1 Elementary Principal
- 2 Counselors

	4 Librarians	
	15 Regular Classroom Teachers	
	6 Special Classroom Teachers	
	4 Elementary Resource Teachers	
02103	Substitute Teachers	\$ 10,000
02104	Adult, Summer School and Special Program	7,000
02106	Clerical Assistants - Supervisor .	3,500
02109	Teachers Aides - Elementary Schools - 12 Positions	35,000
02201	Consultants and Work Shops . . .	15,000
02203	Other Costs of Supervisors	800
02205	Survey - Health & Hospitalization Plan	2,500
02401	Travel - Supervisors	1,500
02504	Equipment - Indoor	11,400
03101	Professional - Pupil Personnel Services - 1 Visiting Teacher . . .	8,000
03302	Travel - Pupil Personnel Staff . .	500
06103	School Custodians - Approve new Salary Base - Eliminate 3 new positions	12,000
06402	Heat - Plant Operation	3,000
06403	Light & Power - Plant Operation .	3,000
08404	Contingency Fund - Use up to \$45,000 of anticipated surplus - delete as budget item	45,000
12501	Site Improvement	10,000
12503	Additional Equipment	<u>50,000</u>
		<u>\$491,160</u>

This reduction in your budget requests will leave the Board of Education an approved figure of \$4,738,202 for current expenses and \$113,148 for capital outlay from County sources. Including revenue from all sources your operating budget for 1967-68 will show an approximate 20% increase

over the 1966-67 budget. The County Commissioners feel this increase is completely adequate to handle a projected 7% pupil increase and the introduction of public kindergartens to Howard County, while maintaining the present staffing ratio.

The County Commissioners have indicated their willingness to allow some adjustments within the various accounts upon your request.

Thanking you for your understanding and cooperation in this matter, I remain,

Sincerely,

/s/ E. Holmes Hawkins, Jr.

E. HOLMES HAWKINS, Jr.
Clerk

ehh,jr:jes

cc: John Yingling

On Thursday, May 25, 1967, Dr. Cochran; Mr. Austin A. Zimmer; Dr. Robert Shaffner, Assistant Superintendent; and Mr. John Yingling, Superintendent, met with the Board of County Commissioners to discuss the reductions in the school budget proposed in the foregoing letter. As a result of this meeting, the County Commissioners sent the following letter:

May 26, 1967

The Board of Education
Howard County
Clarksville, Maryland

Ladies and Gentlemen:

The Board of County Commissioners wish to inform you of the following conditions concerning the 1967-68 School Budget:

- (1) There will be a reduction of \$375,000 in the amount of County funds as shown in the 1967-68 School Budget as adopted by the Board of Education.
- (2) Any surplus available as of June 30, 1967 may be used as a contingency fund in the 1967-68 School Budget.

- (3) The Board of Education may adjust the aforementioned reduction within the Budget as they see fit and will submit same to the Board of County Commissioners for their signature of final approval.

The County Commissioners wish to express their appreciation for the Board of Education's understanding and cooperation in this matter.

Sincerely,

/s/ E. Holmes Hawkins, Jr.

E. HOLMES HAWKINS, Jr.
Clerk

EHH, Jr;jes

cc: John Yingling

Dr. Cochran went on to explain that the purpose of this meeting was to review in detail the effect such reductions would have on the school system. Mr. Yingling; Mrs. Mary Hovet, Director of Instruction; and Dr. Shaffner presented detailed analyses of the situation which would result from the reductions and elimination of certain positions proposed in the May 24th letter from the County Commissioners.

At the close of these presentations Dr. Cochran opened the meeting for questions from the floor. At the end of the question period Mr. Bates, president of the Howard County Council of PTA's, requested permission for the audience to remain after the close of the Board meeting for further discussion on their own. Dr. Cochran granted the request.

Dr. Cochran asked the members of the Board if they wished to take any action on the communications from the Commissioners at this time. Mr. Zimmer made the following motion:

Moved, that the Board of County Commissioners be asked to reconsider their actions of recent date and make available to the schools the total amount of funds requested for the 1967/68 school budget, and

That the Secretary be directed to prepare an answer to the County Commissioners' letter of May 26 outlining the effects of the proposed reduction on the 1967-68 school budget.

Mrs. Crist seconded the motion. Dr. Cochran then polled the members individually, receiving an affirmative vote from each. The Chair also voted affirmatively and the motion was carried.

There being no further business to come before the Board the meeting was declared adjourned.



May 29, 1967

Page No.

Special Meeting for the purpose of discussing the school budget for 1967-68 and the deletions made by the Board of County Commissioners..... 129

Tuesday, June 6, 1967

The Board of Education of Howard County met in executive session from 9:00 to 10:30 a.m., at which time the regular meeting was held. Those present were:

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. John E. Yingling, Secretary

Mr. Austin A. Zimmer was not present. The following visitors were present during all or part of the meeting:

Mrs. Lynch	Howard County TIMES
Mrs. Hawkins	Central Maryland NEWS
Mercedes J. Phillips	Community Action Council
Anita M. Iribe	League of Women Voters

Mrs. Richardson, secretary to the Superintendent, was also present.

The President called for corrections or additions to the minutes of the meeting of May 11, 1967, which had been submitted to the Board prior to this meeting. He asked to have the second sentence in the third from last paragraph corrected to show that Mrs. James had made a motion that a special request be made to the State Board of Education that courses in Human Relations be offered for teachers and other educators. Mrs. Richardson was asked to check her notes from the last meeting and to advise the Board whether there had been such a motion. Upon motion duly made and seconded, approval of the minutes was tabled until this could be done.

J/S

Upon motion duly made and seconded, the minutes of the special meeting of May 29, 1967 were approved as written.

C/J

Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended.

C/J

The Secretary recommended that the teachers' contracts as listed in the agenda and addition be approved. Mr. Schoenbrodt requested more detailed information on kindergarten teachers whose salaries are below the normal minimum. Mrs. Crist also requested information on how industrial arts teachers are certified. Dr. McCullough appeared before the Board to answer these questions. He explained that several of the kindergarten teachers had been teaching in some of the elementary schools, and were highly recommended by the principals, and that in view of the expected difficulty in hiring sufficient teachers for the coming year it was felt that it would be most desirable to retain these people who, although not certified as kindergarten teachers, were highly qualified by reason of their experience. Most of these teachers hold college degrees and will take the necessary courses for certification.

Dr. McCullough also explained that in the case of vocational arts teachers, the State Department of Education evaluates their work experience and then informs the county Board of Education on what step each such individual should be placed. These teachers have gone to, or will attend, a six week course and then will be fully certified for vocational teaching only. Those teachers who have not had teaching experience will hold provisional degrees for two years. The State provides for them to be paid the regular salary and at the end of the two years they are automatically given a standard practice certificate.

The Board thanked Dr. McCullough for his explanation and, upon motion duly made and seconded, approved the following contracts:

S/C

Charles E. Alexander	Waterloo Middle - French & English Annual Salary \$6,600
Ada H. Bell	Glenwood Middle School - Guidance Annual Salary \$9,000
Hiltrude D. Cain	Howard High School - English Annual Salary \$8,525 Partial Salary \$2,515 (beginning 4/4/67)
Grover C. Cordell	Atholton High School - Physics, General Science Annual Salary \$8,175
H. John Esser	Rockland Elementary - Special Education Annual Salary \$4,800
Audrey W. Flowers	West Friendship - Kindergarten Annual Salary \$4,000
Thelma K. Grimes	Atholton Elementary - Kindergarten Annual Salary \$7,287 Half-time Salary \$3,643
Sarah G. Hendrixson	Waterloo Elementary - Kindergarten Annual Salary \$5,200
George A. Jerman	Psychologist Annual Salary \$8,973
Melvin C. Johnson	Atholton High - Sheetmetal-Industrial Arts Annual Salary \$8,450
Marilyn E. Keehner	Atholton Elementary - Kindergarten Annual Salary \$6,737 Half-time Salary - \$3,368
Mary S. Lentz	Howard High - English Annual Salary \$10,100

Mary Lou Marr	Guilford Elementary - Grade 2 Annual Salary \$5,775
Carolyn B. McCrossin	Mt. Hebron Middle School - Art Annual Salary \$6,462
William T. McCrossin	Atholton High - Electronics-Vocational Electricity Annual Salary \$6,525
Eunice M. Osterhout	Clarksville Elementary - Kindergarten Annual Salary \$6,800
Elbert S. Peters	Atholton High School - World History Annual Salary \$7,900
Patricia T. Ponce	Lisbon Elementary - Kindergarten Annual Salary \$5,200
Betsy T. Sims	Glenwood Middle - French & English Annual Salary \$6,050
Sara L. Taylor	Atholton and Ellicott City Elementary Librarian Annual Salary \$5,500
Kay T. Theiss	Ellicott City Middle School - Librarian Annual Salary \$7,350
O. Sloan Thigpen, Jr.	Waterloo Middle - Industrial Arts Annual Salary \$6,112
Gail G. Townsend	Ellicott City Middle - Art Annual Salary \$5,775
Arnold L. Tunis	Ellicott City Middle - Math & Science Annual Salary \$4,800
Donna E. Wood	Glenwood Middle - Physical Education Annual Salary \$5,500
Beverly O. Woodley	Savage Elementary - Grade 3 Annual Salary \$5,500
Robert C. Edwards	Clarksville Middle - Social Studies Annual Salary \$5,635
Theresa E. Frank	Atholton Elementary - Grade 4 Annual Salary \$5,500
Joseph D. Horton	Glenwood Middle - Mathematics Annual Salary \$10,260

Rosalie N. Rotz	Speech Therapy Annual Salary \$5,800
William Kalanick	Waterloo Middle - Grade 6 Annual Salary \$5,775
Mary A. Pusey	Waterloo Elementary Annual Salary \$6,090
Morris L. Woodson	Supervisor of Elementary Schools Annual Salary \$13,840

Upon motion duly made and seconded the Board accepted the following resignations:

C/J

Colleen T. Armstrong	Mt. Hebron Middle School - Grade 6 Teaching in another county Effective June 30, 1967 (Began September 1, 1966)
Jane R. Babcock	Atholton Elementary - Music Married - moved away Effective June 30, 1967 (Began September 1964)
Linda U. Bowers	West Friendship Elementary - Grade 3 Married - moved away Effective June 30, 1967 (Began September 1966)
Ruth D. Bryan	Elkridge & Savage Elementary Schools - Reading Retired effective June 30, 1967 (Began September 1961)
Mary M. Burkhouse	Ellicott City Elementary - Grade 1 Business Effective June 30, 1967 (Began September 1966)
Jane B. Carpenter	Glenelg High School - Special Ed. Teaching in another county Effective June 30, 1967 (Began September 1966)
Lee Carpenter	Atholton High School - Art & Psychology Resigned Effective June 30, 1967 (Began September 1, 1966)
Lilian Young Cockrell	Atholton Elementary - Grade 1 Resigned Effective June 30, 1967 (Began September 1, 1965)

Sandra J. Cook	Atholton High School - Business Arith. Resigned Effective June 30, 1967 (Began September 1965)
Mark R. Dubbs	Glenelg and Clarksville Middle - Music Teaching in another county Effective June 30, 1967 (Began September 1, 1962)
Paul Grygiel, Jr.	Atholton Elementary - Physical Education Teaching in another state Effective June 30, 1967 (Began September 1964)
Joanne Hay	West Friendship Elementary - Grade 2 Moved away Effective June 30, 1967 (Began September 1965)
William J. Hay	Lisbon Elementary - Physical Education Moved away Effective June 30, 1967 (Began September 1963)
Virginia C. Heaps	Waterloo Middle School - Music Home responsibility Effective June 30, 1967 (Began September 1963)
Alberta Myers Hix	Ellicott City Middle School - Science Maternity Effective June 30, 1967 (Began September 1960)
Margaret H. Kessler	Atholton Elementary School - Grade 1 Teaching in another state Effective June 30, 1967 (Began September 1, 1966)
Julian C. Kidwiler	Ellicott City Elementary - Grade 5 Retired Effective June 30, 1967 (Began September 1, 1957)
Beverly Kohlhepp	St. John's Lane Elementary - Grade 2 Study Effective June 30, 1967 (Began February 22, 1965)
Marguerite Koziol	Scaggsville Elementary - Grade 3 Moved away Effective June 30, 1967 (Began September 1, 1966)

Thomas V. Lacey	Waterloo Middle School - Industrial Arts Resigned Effective June 30, 1967 (Began September 1, 1966)
Anne L. LeBreton	Glenelg High School - Social Studies Study Effective June 30, 1967 (Began September 1966)
Otis Mitchell	Mt. Hebron Middle School - Science Resigned Effective June 30, 1967 (Began September 1, 1966)
Ann Herbert Morris	Waterloo Middle School - English Moved away Effective June 30, 1967 (Began September 1966)
Winifred D. Pierce	Howard High - Science & Biology Home responsibility Effective June 30, 1967 (Began February 3, 1964)
Kathleen Prince	Ellicott City Middle - Grade 6 Home responsibility Effective June 30, 1967 (Began September 1, 1966)
Mary W. Shepherd	Howard High School - English Teaching in another county Effective June 30, 1967 (Began September 1966)
Donna Sullivan	Clarksville Elementary - Grade 2 Moved Effective June 30, 1967 (Began September 1966)
Jack A. Wagner	St. John's Lane - Physical Education Teaching in another county Effective June 30, 1967 (Began September 1964)
Juanita Wagner	Gulford-Scaggsville - Physical Education Teaching in another county Effective June 30, 1967 (Began September 1965)
Evelyn Weatherby	Lisbon Elementary - Grade 3-4 Moved Effective June 30, 1967 (Began January 5, 1967)

Marilyn M. Young	Atholton High - French & Spanish Study Effective June 30, 1967 (Began November 28, 1966)
Christina Snyder	Howard High - English Moved away Effective June 30, 1967 (Began September 1, 1966)
Peggy P. Simon	Elkridge Elementary - Grade 2 Maternity Effective June 30, 1967 (Began September 1, 1966)

The Superintendent reported no transfers had been made during the preceding month.

The Superintendent reported the following promotion:

Walter D. Phelan	From Visiting Teacher to Supervisor of Physical Education, Health and Driver Education.
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Upon motion duly made and seconded the Board approved this promotion.

The Superintendent reported that bids for supplying kindergarten furniture and supplies had been received on Friday, June 2, 1967, but that the results had not yet been fully tabulated, and that a report would be made at the next meeting of the Board. Mr. Schoenbrodt asked whether any private kindergartens had turned over equipment to the school system and the Superintendent said that some had been offered but that he did not at the moment know just how much. Mr. Schoenbrodt said it would be in order for the Board to instruct the Secretary to write to those kindercrafts who make such donations, thanking them on behalf of the Board.

S/C

Upon motion duly made and seconded the Superintendent was authorized to proceed with the letting of contracts for kindergarten equipment subject to Board approval at the July meeting.

The Secretary advised the Board that the list of building permits for the month of May 1967 had not yet been received from the Department of Building and Housing, and that these figures would be included in the July agenda.

No documents were received from the Planning Commission during the month.

Copies of the Balance Sheet for the Board of Education for April 1967 were given the Board. There were no questions.

Copies of the Superintendent's letter dated May 31, 1967, to the Board of County Commissioners were given the members of the Board.

Copies of the proposed salary scale for cafeteria employees for 1967/68 were given the Board. The Secretary requested approval of the Board for these salary scales. Dr. Cochran asked whether the cost of this new scale will be met by the sale of lunches and the Secretary advised that it would be. Upon motion duly made and seconded the proposed salary scale was approved.

S/C

The Secretary informed the Board that Mr. James Holway desired to purchase a small parcel of land presently part of the property owned by the Board of Education on Lawyer's Hill Road. The parcel in question containing 0.850 acres, had been appraised at \$1,275.00, or \$1,500.00 per acre, by Mr. C. Ellsworth Iager. The Secretary also informed the Board that the State Superintendent of Schools would have to approve the sale of the land. After some discussion, upon motion duly made and seconded the Board authorized the Secretary to sell the parcel of land containing 0.850 acres for \$1,500.00., purchaser to bear all expenses.

S/C

At this time the President of the Board advised members of the press that the Board had appointments with several candidates for the position of Assistant Superintendent, and would be interviewing these candidates that evening. He stated that if the Board made a decision that evening it would be given the press early next morning.

The Board received a letter from Mrs. Shirley Merkle, Secretary of the Executive Committee of the West Friendship PTA, urging that the band program be enlarged for the coming year. Upon motion duly made and seconded, discussion on this request was tabled until Mrs. Hovet could be present to advise the Board of the proposed program.

I/C

The Board was given copies of a letter addressed to the County Commissioners from Mr. and Mrs. N. Phillip Miller setting forth the latter's thoughts on the need for highly qualified teachers. The Board also received copies of a letter addressed to the Board of County Commissioners from Mr. and Mrs. Francis Pott expressing their appreciation for the approval of a kindergarten program in the Howard County schools.

The Secretary advised the Board that no action had yet been taken to initiate a study on utilization of elementary school principals on a 12-month basis. The Board agreed to table this item till the July meeting.

The Secretary reported to the Board that he had spent over two hours at the St. John's Lane elementary school with the principal and Mrs. Richard Weyhrauch, president of the PTA, to determine what could be done to relieve the overcrowding in this school for the coming year. The most pressing problems are space for the teachers' secretary; provision for physical education classes indoors during inclement weather; space for the reading teacher and band; and provision for the special class started this year for children who are average or above in intelligence but are unable to achieve in a regular classroom. There is already a registration of 111 children for kindergarten, and the Secretary advised

S/C the Board that until he knew how many more children might be expected it was not possible to make definite plans for solving the problems enumerated above. He has requested both the principal and the PTA to make every effort to determine how many more kindergarten children might be expected in the area, and will discuss the situation further when this information is available. The Board requested the Secretary to continue to work on this problem and advise Mrs. Wehyrauch of any decisions made. Upon motion duly made and seconded this matter was tabled till the July meeting.

The Secretary advised the Board that the Board of County Commissioners had signed the school budget in accordance with the terms set forth in their letter dated May 26, 1967. The total reduction amounts to \$375,000.

S/C Upon motion duly made and seconded consideration of the revised descriptions of supervisory positions requested by the Board at the May meeting was tabled until Mrs. Hovet could be present.

S/J Upon motion duly made and seconded the Secretary was instructed to use the material compiled by Dr. McCullough to reply to the letter from Mr. Harold Donahue which the Board had received at the May meeting.

C/J The Secretary advised the Board that he had written to Mr. Herbert Streaker, president of the Howard County Tuberculosis Association, requesting additional information on the way in which the money offered by the Association might be used, but had not yet received a reply. Upon motion duly made and seconded this matter was tabled till the July meeting.

S/J The Secretary advised the Board that bids had been requested from interested firms on construction of the additions planned for three elementary schools and one high school. These bids are due at the office of the Board on Thursday, June 8, 1967. After the bids have been received and it is known how much money there will be remaining of the total funds available, a recommendation will be prepared covering upgrading in some of the older schools in order to bring them closer to the standards prevailing in newer buildings. Upon motion duly made and seconded, the Secretary was requested to have available what renovations are to be made, with priorities, and to present this to the Board on Thursday, June 8, when the Board will meet to receive the bids on the proposed additions.

The Board was given copies of a report covering the qualifications of substitute teachers who have been employed throughout the school system during the past year, and also showing the number of substitute teachers employed in each school during the year. Dr. Cochran commented that this report indicated that most substitute teachers hold degrees and are well qualified. He requested the Secretary to take a close look at the number of hours of substitute time in one or two schools which show a relatively large number of hours.

The Committee appointed by the Board to prepare drafts of certificates to be presented to teachers made recommendations on the form and wording of such certificates. The Secretary recommended that the committee be authorized to proceed with having the certificates printed in appropriate form and to present them on a 10, 20, 30 and 40 year basis. After a brief discussion a motion was made and seconded that the Board accept the recommendation of the Secretary and ask the committee to make further recommendations as to appropriate methods of presenting the certificates. Mrs. James moved that the motion be amended to ask the committee to look into including other classifications besides teachers. Mr. Schoenbrodt seconded Mrs. James' motion. Both the motion to amend and the original motion were passed by majority vote.

Because the next regularly scheduled meeting of the Board of Education falls on July 4th this year, on motion duly made and seconded the Board set Wednesday, July 5, 1967 for this meeting.

S/T

The Secretary advised the Board that it is required by Board of Education policy that a majority of the Board be present when bids for construction of new buildings or additions to existing buildings are opened. The President polled the Board to determine how many would be able to attend the bid opening on additions to four schools scheduled for 3:00 p.m. on Thursday, June 8. Mrs. Crist, Mr. Schoenbrodt, and Mrs. James all indicated that they would be present. This constitutes the required majority.

The Secretary addressed the members of the press who were present and requested that they make clear to the public that schools will be open on June 13, the date set for election of Constitutional Convention Delegates. He explained that some confusion exists because, while the Governor had declared this to be a legal holiday, schools are not included, and because examinations have already been scheduled for this day, it is important that pupils be in attendance.

The Secretary recommended that the list of ten additional bus contracts as prepared by the Supervisor of Pupil Transportation be approved. Upon motion duly made and seconded the following contracts were approved: S/C

Contractor's Name	Number of Buses Now Operated	Date of Last Contract
Herbert A. Streaker West Friendship	3	1965
Walter M. Sirk Woodbine	2	1965
Joseph L. Poteet RD #1, Box 170A Oakland Mills Road, Jessup	1	1965

John R. Snodgrass Rt. 4, Box 62 Landing Road, Elkridge	11	1966
Howard E. Wessel Box 568A Scaggsville Road, Laurel	5	1966
Frank R. Barnes Scaggsville, Route 29 Laurel	3	1966
Genevieve W. Mullinix Star Route #2, Fulton	3	1966
Clarence S. Nazelrod Montgomery Road Ellicott City	8	1966
Theodore H. Schaefer Clarksville	5	1964
Robert N. Wessel Route 1, Box 267E, Laurel	3	1966

J/S

Mrs. Crist requested the Board to make a selection from several entries received from pupils of the county high schools for a cover for a brochure describing the position of Superintendent of Schools. This brochure will be distributed throughout the country to lists supplied by the screening committee appointed by the Board to aid in the selection of a new Superintendent to take office in 1968. After consideration of the entries presented by Mrs. Crist, upon motion duly made and seconded the Board selected a cover designed by Frank Runkles of Howard High School which utilizes the Maryland flag as background. The Secretary was requested to notify Mr. Green, art teacher at Howard High School, that his student had won the contest.

The Board recessed for luncheon at 12:00 noon upon motion by Mr. Schoenbrodt, seconded by Mrs. Crist, reconvening at 1:30 p.m., at which time Dr. Shaffner was present to answer any questions on the report on Federal programs. He advised the Board that there were two programs which required Board action, and that Mrs. Moore and Miss Sponaugle were present to answer any questions on these two programs.

The Board first heard from Mr. Max Smith, Supervisor of Vocational Education, who is in charge of the summer Neighborhood Youth Corps program. Mr. Smith explained the working of the program, and identified the personnel who would be working with the children during the summer. The Board also questioned Mr. Smith about the data processing course

to be introduced in September. Mr. Schoenbrodt said that it was his understanding the the data processing is a textbook course. Mr. Smith explained that the report which he had submitted set forth what the total program should do, not just an introductory course, and that the introductory course Mr. Schoenbrodt referred to is a textbook course designed to prepare the student for following courses.

Mrs. Moore discussed the new Headstart program with the Board. Dr. Cochran asked whether any locations had been found for the Headstart centers. Mrs. Moore said that she had contacted ministers of churches in several areas and made them aware that Headstart would probably need classroom space. She also advised the Board that money is available from OEO to pay for rental of church school rooms, the amount of such funds to be determined by application of an existing formula. One middle school has indicated that there would be space available, but half the elementary schools have reported that they would not have room. Mr. Schoenbrodt questioned whether the Board of Education would have to make a contribution, but was advised that such funds would come from the County rather than the Board of Education. Dr. Shaffner also advised the Board that the Department of Education would be required to make some contribution in kind as their part in the program. Upon motion duly made and seconded the Board approved the Headstart proposal. Mrs. Crist said she felt it was a wonderful report, and the Board expressed their thanks to Mrs. Moore.

J/C

The Secretary recommended that the Title I proposal be approved. After a brief discussion covering which schools would have this program, upon motion duly made and seconded, the proposal was approved as submitted.

At this time, upon hearing from Dr. Cochran that the notes taken at the May 11 meeting showed that Mrs. James had made a motion rather than a request that the Secretary contact the State Board of Education regarding the offering of courses in Human Relations, upon motion duly made and seconded the minutes of the meeting of May 11 were approved as corrected.

C/S

Representatives from the Rouse Company and from the firm of McLeod, Ferrar and Ensign met with the Board to discuss the plans for development in Columbia over the next several years as they will involve the Board of Education. The first item was a presentation by Mr. McLeod of a site for the community college which had been developed by his firm in conjunction with representatives of the Rouse Company. This would utilize part of the land which had originally been considered, but would extend to the proposed Patuxent Parkway, thereby giving the site access from the Parkway as well as on the opposite side of the site. Dr. Cochran stated that the Board was not in a position to make any decisions at this time, and that the matter would be discussed further at the next meeting of the Board sitting as the Board of Trustees of the Community College.

He further stated that any site selected by the Board of Trustees would have to be approved by the State Department of Education before final action could be taken.

Dr. Cochran advised the representatives of the Rouse Company that the Board was interested in knowing what the former were now thinking in terms of their population projections, and the validity of the projections which had been given the Board earlier. Mr. Finley, vice-president of the Rouse Company, went into detailed explanations of the plans for the next several village centers to be developed, giving dates on which they would be opened, expected population, and other data, including the location of schools in each center, and the dates they would be needed. In this connection he advised the Board that five additional elementary schools would be needed by the end of the third year of development, and that the school board budget for fiscal 1969 should include planning for another two or three elementary schools. Mr. Finley remarked that the Rouse Company have had a very good relationship with the staff and with the architects. Dr. Cochran thanked both groups for their time and help.

Mr. Lorenz Murray of the firm of Johannes and Murray & Associates, and representatives of the firms bidding on construction of the Vocational-Technical Center joined the Board for the opening of bids. A tabulation of the bids received appears at the end of these minutes. After the bids had been opened and recorded, the Board went into executive session to discuss the bids. Upon reconvening the regular session, the President announced that, because of the need for evaluating the alternates together with the base bids, the contract would not be awarded until later in the evening. Dr. Cochran thanked the representatives of the various companies for their bids and advised them that they would be notified of the award as soon as possible.

At this time, Mrs. Hovet was present to discuss her report. The Board brought up the letter from Mrs. Merkle which had been tabled earlier, and requested information on the proposed music program. Mrs. Hovet explained that fourth grade pupils will have one period of general music and one period of introduction to instrumental music per week. All fifth graders will have two periods of music a week, and those who elect band will have an additional two periods. Upon motion duly made and seconded the Secretary was instructed to reply to Mrs. Merkle's letter explaining the program.

C/J

The Board then discussed the revised job descriptions which Mrs. Hovet had submitted as part of her report. A thoroughgoing discussion of the role the Supervisor of Physical Education should play brought out

the questions of central office control of all schedules, gate receipts and expenditures; the increasing stress on athletics, with keener competition anticipated; the need to provide competitive schedules for new schools as they are built; and the desirability of leaving some responsibility with each school principal and coach. Upon motion by Mr. Schoenbrodt, seconded by Mrs. Crist, the Director of Instruction was requested to add as paragraph 7 of the description the following: "The Supervisor shall recommend to the Superintendent of Schools appropriate policy measures for control, regulation and disposition of gate receipts from varsity athletics, and for general financial support of such activities; such policies to be submitted for adoption by the Board of Education." It was also requested that item 4 of the second section of the description be changed to read: "Direct, coordinate and approve the scheduling of inter-scholastic athletic events."

Mr. Schoenbrodt brought out the fact that there is no specific mention in the present description of preparing a health program. Mrs. Hovet was requested to add as paragraph 8 the following:

"Responsible for overall supervision of health facilities in Howard County schools."

and as item 9:

"Responsible for adequate health curriculum."

Mrs. Hovet was requested to rewrite item 4 of the description of the Supervisor of Music and Art to read:

"Direct the planning and execution of Countywide art exhibits and concerts in which the children of Howard County public schools participate."

J/S

Upon motion duly made and seconded, the job descriptions for the Supervisor of Physical Education Health, and Driver Education and for Music and Art were approved as amended.

At this time Dr. Cochran stated for the benefit of the press that the Board of Education had held an executive session on Friday evening, June 2, after which meeting the executive committee of the Howard County Teachers Association was given a review and evaluation of the cuts which the Board and staff had worked out. The Board indicated it would try to operate the best system possible, and the Superintendent asked for the cooperation of the Teachers' Association.

The Superintendent then reviewed the proposed cuts item by item:

1. Mr. Schoenbrodt moved that the reductions as recommended by the Superintendent be approved. The motion was seconded by Mrs. Crist.

2. The Board asked the Superintendent what the ratio of teachers to pupils would be, based on the proposed reductions and expected increase in number of pupils. The Superintendent advised the Board that with a staff of 634 the ratio would be 48.8, just slightly above the 48.6 this year. The 634 includes kindergarten teachers but no Federal personnel.
3. In connection with the elimination of the survey for a health and hospitalization plan for professional employees it was emphasized that such a study must be available next year, and upon motion duly made and seconded the Superintendent was requested to advise the Board at the September meeting of plans for making the necessary studies to institute such a plan.

C/J

There being no further discussion, Dr. Cochran called for a vote on the motion to approve the reductions in the 1967/68 fiscal year budget as recommended by the Superintendent, and the motion was carried.

Dr. Robert Schultz, chairman of the Citizens Curriculum Committee, and the chairmen of the subcommittees met with the Board of Education to make formal presentation of the Committee report. Dr. Schultz introduced the members of his group, and expressed his gratitude and appreciation to them and the members of the various committees as well as members of the staff, who had worked on the report. On behalf of the entire committee Dr. Schultz made public acknowledgment to Mrs. Virginia Peddicord who served as volunteer secretary for the entire period that the study was underway.

Members of the Board individually expressed their gratification and commended the Committee for the excellent job they had done. Mrs. Crist informed Dr. Schultz and the representatives of the subcommittees that the Board desired to use the report as the basis of the Lay Conference scheduled for next October, and Dr. Schultz replied that committee members had been polled and had all indicated their willingness to participate in such a conference.

Dr. Cochran asked Dr. Schultz if he could summarize very briefly the report, and whether the latter had any recommendations as to how the Board could make best use of the report.

Dr. Schultz replied that the report contained a fairly large number of specific recommendations, and that an effort had been made to summarize some of the more general thoughts with respect to philosophy, the urgency of a curriculum development department, and the development of curriculum

guides. Also included are comments with respect to training teachers and enhancement of professionalism in the school system. He felt that the question of implementation is one that had to be given priorities, and that the question of dissemination should be left in the hands of the Board of Education. He suggested that the most important items might be abstracted and made into the subject of press releases on specific areas, such as curriculum. He also said he felt the members of the Committee would be glad to speak to PTA's and other interested organizations.

Mr. Schoenbrodt commented that three threads seem to run through all the disciplines: The need for curriculum guides, supervisory staff, and fuller and better utilization of the professional staff. Dr. Schultz agreed and went on to explain that an increase in the number of supervisors would be caused by the need for developing curriculum guides, and that these people would not actually be supervisors in a specific area. It was also felt by the committee that development of curriculum guides is something that must be done at the local level, in which the faculty has had some role. Teachers need to spend more time in the classroom, and paraprofessional aide is important. He also recommended that people involved in curriculum should be so for a certain length of time, but that this should not become a permanent assignment.

After discussion between members of the Board and the committee, Mrs. Hovet was asked to see that members of the committee each received a copy of the report, as well as the principals of the school and the staff, executive boards of the PTA's and the Community Action Council. Mrs. James moved that at least six copies be placed in the Howard County library. There was also some discussion as to the desirability of continuing with a committee or creating a new committee to continue the work which has been started with this report.

Mrs. James moved that the Board accept the report of the committee, Dr. Schultz, and members with deep appreciation for the work that has gone into it. Mr. Schoenbrodt seconded the motion, which was carried.

At this time the Board adjourned for dinner and a meeting in executive session.

The Board met again in regular session at approximately 11:00 p.m. At this time upon recommendation of the Secretary, a motion was regularly made and seconded to approve award of the contract for the construction of the Vocational-Technical building to Morrow Brothers, Inc., the lowest bidder.

The Board had earlier interviewed eight applicants for the position of Assistant Superintendent to replace Dr. Robert Shaffner, who had resigned. After careful consideration of all candidates, upon motion duly made and seconded, the Board approved the recommendation of the Superintendent to appoint Dr. Raymond O. McCullough as Assistant Superintendent of Schools.

The Superintendent recommended the appointment of Dr. Louis Sedlak to the position of Supervisor of Personnel to replace Dr. McCullough. This approval was made subject to acceptance by Dr. Sedlak.

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

John E. Geisling

HOWARD COUNTY VOCATIONAL-TECHNICAL CENTER

BIDDERS	BASE BID	ALTERNATE OR UNIT PRICE						
		Alt. 1	Alt. 2	Alt. 3	Alt. 3A	Alt. 3B	Alt. 4	Alt. 5
Hicks - Tate, Inc.	1,520,000.00	-59,000.	- 5,500.	+15,000.	+2,400.	+2,300.	+14,800.	-8,500.
Carl Gonnson & Sons, Inc.	1,556,000.00	-55,000.	- 9,300.	+18,500.	+2,800.	+2,800.	- 9,000.	+2,000.
MacLeod Construction Co., Inc.	1,508,900.00	-50,000.	-7,500.	+12,000.	+4,000.	+4,000.	+14,000.	+2,000.
Morrow Bros., Inc.	1,464,288.00	-54,739.	- 6,500.	+13,392.	+2,155.	+2,155.	+13,600.	-8,800.
Charles J. Cirelli, Inc.	1,616,000.00	-51,684.	-17,200.	+19,493.	+5,198.	+5,198.	+20,500.	+ 418.
Frank Favazza & Son, Inc.	1,636,400.00	-46,000.	- 7,500.	+13,900.	+5,200.	+5,200.	+ 9,000.	+1,500.
Lawrence Construction Co., Inc.	1,599,906.00	-53,000.	- 9,500.	+10,500.	+ 900.	+ 900.	+ 8,500.	+9,200.
Frederick Construction Co.	1,654,064.00	-50,000.	-10,000.	+13,000.	+4,800.	+4,800.	+10,000.	-4,500.
Pioneer Builders, Inc.	1,539,961.00	-45,000.	- 8,900.	+15,300.	+2,500.	+2,500.	+11,575.	+4,500.
Philip Vizzini & Son, Inc.	1,468,000.00	-48,000.	- 8,000.	+20,000.	+5,400.	+5,400.	+15,000.	+2,600.

- Alt. 1. - Omit greenhouse & classroom -- building "D"
- Alt. 2. - Omit aircondition at building "b"
- Alt. 3. - Extend exterior north wall of building "A"
- Alt. 3A. - Add 20' x 20' bay at building "B"
- Alt. 3B. - Add 20' x 20' bay at building "C"
- Alt. 4. - Add aircondition in building "C"
- Alt. 5. - Substitute brick for aggregate panels, south wall of buildings "A", "B", & "C"

June 6, 1967

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June 8, 1967

Page No.**Special Meeting:**

Receive bids for additions/alterations to
West Friendship Elementary, Savage Elementary,
Scaggsville Elementary, and Glenelg High 154

Special Meeting:

Letter of Intent re: additions/alterations to West
Friendship Elementary, Savage Elementary,
Scaggsville Elementary, and Glenelg High 156

Thursday, June 8, 1967

A special meeting of the Board of Education of Howard County was called for Thursday, June 8, 1967 at 3:00 p.m. to receive bids from interested parties on construction of additions and alterations for the West Friendship Elementary School, Scaggsville Elementary School, Savage Elementary School, and Glenelg High School. A tabulation of the bids received appears at the end of these minutes.

Inasmuch as a majority of the Board was not present, a special meeting will be held on Tuesday, June 20, 1967 at 7:30 p.m, at which time the contract for this work will be awarded.

John C. Giegling

Tabulation of bids received by the Board of Education of Howard County on June 8, 1967:

<u>Bidders</u>	<u>Job #578 (Savage)</u>	<u>Job #580 (Scaggsville)</u>	<u>Job #579 (West Friendship) and Job #589 (Glenelg) Combined</u>	<u>Total for Jobs #578, 580 579 and 589 (All Projects)</u>
Land & Simmons Co.	26,700	56,780	79,300	162,780
Stauffer Construction Co., Inc.	31,554	65,843	89,367	186,710

Tuesday, June 20, 1967

A special meeting of the Board of Education of Howard County was held on Tuesday, June 20, 1967. The President called the meeting to order at 7:55 p.m. The Secretary informed the Board that bids had been received on June 8, 1967, at 3:00 p.m., for construction of additions and alterations to the West Friendship Elementary School, Savage Elementary School, Scaggsville Elementary School, and Glenelg High School. Inasmuch as a majority of the Board was not present at that time to award the contract, Land & Simmons, the low bidder, had accepted a Letter of Intent signed by the President and the Superintendent so that work could begin immediately. The Superintendent advised the contractor that the Board would meet on June 20th to sign the contract for this construction.

Inasmuch as the State Legislature planned to meet on Thursday, June 22, 1967, to revise the law, the Superintendent requested that signing of the contract be postponed until the next Board meeting to be held on July 5th.

Z/J Upon motion duly made and seconded, the Letter of Intent was approved.

Z/J Upon motion duly made and seconded the Board approved the Secretary's recommendation to table signing of the contracts for the additions and alterations until the July meeting.

Z/J There being no further business to come before the Board, upon motion duly made and seconded the meeting was adjourned.

John C. Youngling

Wednesday, July 5, 1967

The Board of Education of Howard County met in Executive Session from 9:00 to 10:20 a.m. on Wednesday, July 5, 1967, at which time the regular meeting was called to order. The following were present:

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Howard Crist
 Mrs. Albert James
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

Visitors present during all or part of the meeting were:

Louise Hawkins	Central Maryland NEWS
Richard Sentner	News American
Rev. Robert E. Mitzel	Community Action Council

Mrs. Richardson, secretary to the Superintendent, was also present.

The minutes of the meeting of June 6, 1967 had been given the Board members prior to this meeting. After a brief discussion clarifying the correction made in the minutes of the meeting of May 11, 1967, the minutes were approved as submitted on motion by Mr. Schoenbrodt, seconded by Mr. Zimmer.

The minutes of the special meeting held on Thursday, June 20, 1967, were approved as submitted on motion by Mrs. Crist, seconded by Mr. Schoenbrodt.

Additions were made to the agenda. Upon motion duly made and seconded the agenda was approved as amended.

The Secretary recommended approval of the following teachers' contracts:

Marcia C. Amodei	Howard High - English Annual Salary \$5,800
Richard A. Bankert	Atholton Elementary - Phys. Ed. Annual Salary \$6,090
Carol L. Beittel	Atholton Elementary - Music Annual Salary \$5,800
Ann D. Brittle	Atholton Elementary - Kindergarten Annual Salary \$5,000 Half-time Salary \$2,500
Susan G. Brous	West Friendship Elementary - Grade 3 Annual Salary \$5,800

Melinda Carr	Clarksville Elementary - Kind. Annual Salary \$4,800
Hazel A. Duncan	Elkridge Elementary - Kind. Annual Salary \$5,000
Sandra D. Dunlap	Glenelg High-Home Ec. & English Annual Salary \$5,800
Karen L. Dyer	Ellicott City Middle-Phys. Ed. Annual Salary \$6,090
Noel T. Farmer, Jr.	Howard High-Vice Principal Annual Salary \$8,125
John A. Haigh	Rockland Elementary-Special Ed. Annual Salary \$5,000
Gwendolyn Hartong	Atholton Elementary-Grade 2 Annual Salary \$6,380
Mary W. Hitch	Glenelg High-Home Ec. & Eng. Annual Salary \$6,545
Emma B. James	Atholton High-Business Arith. Annual Salary \$6,235
Marcia S. Lachman	Savage Elementary-Kind. Annual Salary \$5,200
David W. Lawson	West Friendship Elementary - Physical Education Annual Salary \$5,800
Karen B. Loving	Howard High-History Annual Salary \$5,800
Joan D. McCaw	Scaggsville Elementary-Kind. Annual Salary \$6,090 Half-time Salary \$3,045
Joyce S. Majewski	Clarksville Elementary-Grade 2 Annual Salary \$9,020
LaDean Nelson	Ellicott City Elementary-Grade 5 Annual Salary \$6,380
Angus J. Park	Mt. Hebron Middle-Grade 6 Annual Salary \$5,800
Virginia D. Pausch	Howard High - English Annual Salary \$9,310
Janice G. Rhoades	Savage Elementary - Grade 1 Annual Salary \$6,187

Karen A. Rissler	Savage & Scaggsville-Music Annual Salary \$5,800
James M. Ryan	Rockland Elementary - Special Ed. Annual Salary \$5,800
Michael M. Sabino	Clarksville Elementary-Physical Ed. Annual Salary \$6,380
Louis A. Sedlak	Supervisor of Personnel Annual Salary \$15,703
Linda A. Snyder	Glenwood Middle-Home Economics Annual Salary \$5,800
William L. Stephens	Howard High-Special Education Annual Salary \$6,815
Martha C. Trunnell	Speech Therapy Annual Salary \$6,900
John K. Vermette	Scaggsville Elementary-Vice Principal Annual Salary \$8,817
Jean S. Wagner	Waterloo Elementary-Kindergarten Annual Salary \$6,525 Half-time \$3,265
Joanne C. Welling	Lisbon Elementary-Kindergarten Annual Salary \$5,600
Janet B. Weston	Rockland Elementary-Special Learning Disability Annual Salary \$5,800
Mary K. Wilson	Glenelg High - Ungraded Core Annual Salary \$8,410
Pamela G. Barlous	Glenelg High - Physical Education Annual Salary \$5,800
Darlene F. Beyerle	Atholton High - Business Education Annual Salary \$6,670
Josephine P. Burch	Guilford Elementary - Kindergarten Annual Salary \$6,960
Audrey Heivly	Savage Elementary - Grade 2 Annual Salary \$6,090
Michael Heivly	Howard High-Social Studies, Art Annual Salary \$5,200

Catherine J. Marcellus	Scaggsville Elementary-Grade 2 Annual Salary \$9,860
James A. Marcellus	Clarksville Elementary-Phys. Ed. Annual Salary \$9,680

Upon motion duly made and seconded these contracts were approved.

The Secretary recommended approval of the following resignations:
(Effective June 30, 1967 unless otherwise noted)

Judith M. Anderson	Mt. Hebron Middle-Special Ed. Resigned (Began 9/65)
Kenneth Babcock	Mt. Hebron Middle-Phys. Ed. Teaching in another county (Began 9/66)
Alma D. Brissey	Elkridge Elementary-Grade 5 Retired. (Began 9/60)
Jennifer N. Crise	Mt. Hebron Middle-Phys. Ed. Moved away. (Began 9/66)
Leona L. Emmons	Savage Elementary - Grade 2 Moved away. (Began 9/66)
Marianna E. Fleming	Howard High - History Maternity. (Began 11/4/66)
Ann-Marie E. Golab	Howard High-Social Studies Study. (Began 9/65)
Helen J. Kindt	Rockland Elementary-Teacher's Aide Home responsibility. (Began 9/60)
Dorothy C. Marshall	Clarksville Middle - Reading Moved away. (Began 9/66)
Barbara B. Miller	Atholton Elementary - Grade 2 Maternity. (Began 9/65)
Marco A. Montemezzi	Howard High - Mathematics Home too far away. (Began 9/66)
Patricia L. Ponce	Lisbon Elementary - Kindergarten Maternity. (Began 9/66)
Kathleen J. Rice	West Friendship - Grade 3 Moved away. (Began 9/66)
Mary Sue Rose	Clarksville Elementary-Grade 5 Moved away. (Began 9/66)
Mary V. Shirley	Clarksville Middle - 6H Resigned. (Began 9/65)

Sara Lee Taylor	Atholton Elementary/Ellicott City Elem. Librarian - Teaching in another county. (Began 9/66)
Statira K. Wagner	Scaggsville Elementary - Grade 1 Teaching in another county (Began 10/9/61)
Barbara Y. Whorton	Howard High - English Home responsibility. (Began 9/64)
Gordon Barker	Mt. Hebron - 6th Grade Teaching in Baltimore City (Began 9/1/65)
Wilma S. Ray	Waterloo Elementary-Grade 4, V. Prin. Teaching in Baltimore County (Began 9/1/61)
Ellen L. Swope	Clarksville Elementary-6th Grade Government Service (Began 9/23/66)
Brenda S. Sohmer	Elkridge Elementary - Grade 5 Married (moved away) (To have started 9/1/67)
Helen Griffin	Ellicott City Elementary - Grade 1 Home responsibility (Began 1/30/67)
Mary B. Bendt	Atholton Elementary - Grade 4 Personal illness (Began 9/1/56)

Mrs. Crist requested further information on the reasons for teachers resigning to teach in another county. Upon motion duly made and seconded, C/J approval of the resignations was tabled until 3:30 p.m., when Dr. McCullough could be present to answer this question.

The Secretary reported that there had been no transfers or promotions during the preceding month.

The Secretary advised the Board that the following bids had been received for construction of additions and alterations at four schools: (The bids are shown on page 151 of this minute book.) Upon motion duly made and seconded, the Board approved award of the contract to Land & Simmons, low bidder. The contract was signed by Dr. Cochran as president of the Board.

The Secretary reported that bids were closed at 1:30 p.m. on Monday, June 19, 1967 for installing blacktop at Glenelg and Atholton High Schools. The following bids were received:

Drummond & Company	
Atholton High School	\$ 6,921.00
Glenelg High School	\$ 7,476.00
	<u>\$14,397.00</u>

Ratrie, Robbins & Schweizer, Inc.	
Atholton High School	\$ 6,500.00
Glenelg High School	\$ 6,500.00
	<u>\$13,000.00</u>

Z/C Upon motion duly made and seconded the Board approved award of the contract to Ratrie, Robbins & Schweizer, Inc., low bidder.

The Secretary further advised the Board that he had requested a price from Ratrie, Robbins & Schweizer and from A. G. Parrott & Company to do the blacktop work at the Glenwood Middle School. A. G. Parrott had submitted a bid of \$6,365 and Ratrie, Robbins & Schweizer had bid the same price for this school that they had bid on the Atholton and Glenelg High School work, that is, \$6,500. The Secretary recommended that the contract for this work be awarded to A. G. Parrott. Upon motion duly made and seconded the Board approved the Award.

C/Z Bids were received at the office of the Board of Education of June 9, 1967 at 2:30 p.m. for furnishing the sound and communications system for Glenwood Middle School. The Secretary requested approval of the award to Shrader Sound, Inc., for equipment and to Mr. Edward Signorino for installation. Upon motion duly made and seconded the Board approved the award of the contract as recommended. A list of the bids received is on file in the Board office and may be inspected by interested parties.

Bids for furnishing and installing physical education equipment for Glenwood Middle School were received at the office of the Board of Education on June 9, 1967. The Secretary requested approval of the award to Paul D. Dougherty Company for indoor bleachers and to the Brunswick Corporation for backstops and baskets for basketball. Upon motion duly made and seconded, the Board approved the award of these contracts. The list of bids is on file and may be inspected by any interested parties.

Bids were received on May 1, 1967 for supplying audio-visual equipment for the Glenwood Middle School. The Secretary requested approval of award of the following contracts: Kunz, Inc., \$1,406.35; Ritz Camera Center, \$1,364.95; and 3M Business Products, \$854.00. Upon motion duly made and seconded, the Board approved award of the contracts. The list of bids received on each item is available for inspection.

Z/J Bids were received on March 3, 1967 for custodial supplies for all Howard County schools. Awards were made as follows: Albright Company, \$47.40; Baer Paper Company, \$5,025.64; California Wiping Materials, \$378.00; Fischer Lang Co., \$4,501.12; Janitors Supply House, Inc., \$2,161.12. The Secretary requested approval of these awards. Upon motion duly made and seconded the Board approved award of the contracts. A list of bids received is available for inspection at the Board office.

Bids to supply milk to the schools of Howard County for the coming school year were received on Friday, June 30, 1967. The following companies submitted bids: Green Spring Dairy, Cloverland Farms, and Sealtest Foods. Hadley Farms Dairy and Ideal Farms Dairy did not bid. The Secretary requested approval of the award of the contract to Green Spring Dairy, low bidder. Upon motion duly made and seconded, the Board approved the award. A list of bids received with prices is available for inspection at the Board office.

The Secretary advised the Board that the following building permits had been issued by the Department of Building and Housing of Howard County:

	<u>May 1966</u>	<u>May 1967</u>
1st District	1	2
2nd District	27	27
3rd District	5	9
4th District	3	2
5th District	9	16
6th District	<u>5</u>	<u>10</u>
	50	66

Figures for the month of June 1967 have not yet been received. These will be given the Board at the August meeting.

The Secretary advised the Board that the following had been received from the Howard County Planning Commission:

1. Village of Harper's Farm, Sec. 1 - Longfellow - Preliminary
2. Village of Harper's Choice, Section 1, Area 1, Phase 12 (Longfellow). Final Development Plan, Phase 12.
3. Village of Harper's Choice - Longfellow - Area 2.

The Secretary informed the Board that Mr. James Holway had accepted the price of \$1,500 for 0.85 acres of land he desired to purchase from the Board of Education. Approval has been requested from the State Department of Education, and the sale will be consummated as soon as this is received.

Copies of the Balance Sheet for the Board of Education for May 1967 were given the Board. There were no questions.

The Board received the following communications:

- A. A letter from the Community Action Council of Howard County praising the work of the Head Start Program.
- B. A letter from Dr. James Dudley, University of Maryland, commending members of the Howard County staff for their work on the Title III Project.
- C. A letter from the Baltimore Hearing Society, Inc., concerning provision by local school boards of transportation for handicapped children to special approved schools.

The Secretary advised the Board that any funds for this purpose would have to be taken out of the Contingency Fund. Mr. Zimmer moved that the letter be turned over to the Supervisor of Pupil Personnel with the request that a report be submitted at the next regular meeting of the Board. The motion was seconded by Mrs. James and carried.

- D. A letter from the Howard County Parkland and Watershed Acquisition Program to Dr. Cochran, advising him of the provisions of recent legislation establishing the membership of the Park Board.
- E. Letter from Mr. Edward H. Ehrlich concerning plans for building a school on the land owned by the School Board in Laurel.

Z/J

Upon motion duly made and seconded, this matter was referred to the Secretary with the request that it be included in his report on the building program, which is scheduled for the September meeting.

- F. A letter signed by the parents of high school students living on Centennial Lane requesting that they be transferred to Howard High School because of the length of time required in travel to Glenelg High School, where they are presently assigned.

Z/J

The Secretary recommended that the request be denied. Upon motion duly made and seconded the Secretary's recommendation was approved. The Secretary was requested to answer the letter, setting forth improvements in next year's bus schedules which would shorten the travel time.

The Secretary reported to the Board that a committee has been appointed and will start work in September on a study to utilize elementary school principals on a twelve-month basis. The committee will present their recommendations by December, 1967.

The Secretary advised the Board that the County Commissioners had approved expenditure of \$45,848.03 for upgrading of older schools, and that bids were due at the Board of Education on Friday, July 7, for installation of acoustical ceilings, fluorescent lighting, tile flooring in various schools, and for two new boilers for the Ellicott City Elementary School. Results will be reported to the Board for approval at the August meeting.

A group of residents in the Glenelg area interested in using the tennis courts during the summer had organized the Glenelg Tennis Club and submitted a set of rules for approval of the Board. After some discussion it was agreed that these rules be adopted and posted in a conspicuous place at the tennis courts, and that Mr. Walter Phelan, the Supervisor of Physical Education, be asked to check the courts at least once a week. If any vandalism is noted the courts are to be closed immediately. This program is to be tried for a month, and a report made at the end of that time. Mr. Schoenbrodt felt that the County Commissioners should be approached and asked to help bear expenses for this program. On motion duly made and seconded, the program outlined above was approved with four members voting. Mr. Schoenbrodt did not vote. The Superintendent was asked to contact the County Commissioners and find out what share they would be willing to bear, in order that a regular program might be set up to replace the temporary one as approved above.

Z/J

At previous meetings of the Board, Mrs. James had requested that efforts be made to have courses in human relations, with particular reference to minority groups, and in Negro history, offered at the University of Maryland with credit given to those taking such courses. At this time Mrs. Crist moved that Mrs. James be asked to draft a letter setting forth what she has in mind regarding such course offerings at the University and to present it to the Board for approval at the next meeting. The letter will be sent to the proper authorities at the University of Maryland, with a copy to Dr. James Sensenbaugh, State Superintendent of Schools. Mr. Zimmer seconded the motion, which carried.

The Secretary recommended that the Board approve purchase of the site of the Bryant Woods Elementary School. Upon motion duly made and seconded this matter was tabled until the afternoon session, after the Board had inspected the site. C/Z

At this time the question of approving the school sites in the villages of Longfellow, Running Brook and Faulkner Ridge was raised. It was pointed out that preparation of these sites in accordance with the agreement with the Rouse Company was not satisfactory both in terms of the grading, seeding and sodding to be done and also as to time. After some discussion Mr. Zimmer moved that the Board agree to purchase these sites based on Mr. Finley's letter of June 27, 1967 with the exception that the Board of Education provide a time schedule for completion of these sites based on the Superintendent's recommendation, and that these provisions be included in the Superintendent's reply to Mr. Finley. The motion was seconded by Mr. Schoenbrodt.

During discussion on the motion it was pointed out that the Board of Education would not normally purchase sites of the type being designated by the Rouse Company where grading, seeding and sodding is excessive, and that this therefore must be the responsibility of the Rouse Company. The Secretary was requested to communicate with Mr. Finley in accordance with the stipulations in Mr. Zimmer's motion, and to indicate that the Board is agreeable to negotiate any rise in price for grading which results from cost escalation or inflationary trends, but are convinced they must have sites that are topographically economic to develop. The Secretary was further instructed to advise Mr. Finley that the Board would be happy to discuss this further with representatives of the Rouse Company if they so desire.

The Secretary reported to the Board that a workshop to be held in August will be devoted to preparation of a Health Brochure.

The Secretary recommended that insurance on the school bus fleet be renewed in accordance with information supplied by Mr. Charles Scott, and the recommendation of the Supervisor of Transportation to the Superintendent. Upon motion duly made and seconded the Secretary was authorized to proceed on this basis. Z/C

Copies of the report of the Coordinator of Title III covering a systems proposal were given the members of the Board for their information.

Mr. S. Turner Nichols, school bus contractor, requested the Board to approve transfer of his contracts to his son, S. Turner Nichols, Jr., because of his age. The Board requested the Secretary to determine whether there are any regulations prohibiting an individual from holding a school bus contract

even though he is over age to qualify as driver himself. Upon motion duly made and seconded this matter was tabled till the afternoon session.

The Secretary advised the Board that bids for construction of the Bryant Woods and Northfield Road schools are due at 1:00 p.m. on Tuesday, August 8, 1967. Because there is a possibility that there will not be a majority of the members present for the bid opening as required by Board policy, the Secretary recommended that the Board waive this requirement in this instance. Mrs. Crist moved that if the need arises the policy be waived to permit bids to be opened in the presence of one board member. The motion was seconded by Mrs. James, and carried.

The Board was requested to select a name for the vocational-technical center now under construction. Mrs. Crist moved that further thought be given to this and the matter be tabled till the August meeting. The Secretary was asked to present his recommendations at that time.

The Secretary informed the Board that, because of the need for space in certain elementary schools to house the kindergarten classes, he recommended that the school districting for the coming school year be changed in order for children in the elementary grades from Columbia to be assigned to the Atholton Elementary School rather than to Clarksville Elementary as had been planned. Mr. Zimmer moved that this change be approved. The motion was seconded by Mrs. James and carried. There will be no change in the assignment of middle and high school pupils from Columbia.

Mrs. Crist requested the members of the Board to consider an appropriate resolution to be sent to Dr. Robert S. Shaffner, former Assistant Superintendent of Schools of Howard County. It was agreed to table discussion of this matter until the afternoon session.

S/C Upon motion duly made and seconded, the Secretary was requested to prepare a report on building projects to be opened in 1969, and to present this report at the September meeting.

S/Z The Secretary recommended that opening of kindergarten classes be postponed until September 18th if this date is approved by the State Department of Education. Upon motion duly made and seconded the Board approved the Secretary's recommendation.

Z/J Upon motion duly made and seconded, the Board recessed until 2:45 p.m. Upon reconvening, the Board met with the Rev. Robert Mitzel, who presented a proposal from his committee to utilize volunteer workers to help children who are not achieving satisfactorily in the regular classroom. The committee desires to set up a pilot program in the third grade of the Ellicott City Elementary School as a start. The Board discussed with Mr. Mitzel the plans already made, and several suggestions were presented. Mr. Mitzel explained that this report was intended only to keep the members of the Board informed of what is being planned, and did not require any action on the part of the Board at this time. Mrs. James said she felt Mr. Mitzel and the committee ought to be commended on what has been accomplished. Mr. Mitzel thanked the Board for the opportunity to meet with them, and the Board expressed appreciation for the report.

Mrs. Crist moved that the Board adopt the following resolution:

WHEREAS, Dr. Robert S. Shaffner has ably served the Board of Education of Howard County from July 1, 1964 to July 1, 1967, and

WHEREAS, Dr. Shaffner, in his quiet manner, has exhibited a most conscientious and loyal service to the public schools of Howard County; Therefore,

BE IT RESOLVED, That the Board of Education of Howard County commends Dr. Shaffner for his professional ability, and expresses its appreciation for his devoted service.

Mr. Zimmer seconded the motion, and the Board adopted the foregoing resolution by unanimous vote. The Secretary was requested to send copies to the local press and to Dr. Shaffner and to have the resolution made a part of the Board minutes.

In answer to Mrs. Crist's request for information on the reasons teachers resign to teach in other counties, Dr. McCullough supplied background on each of those in question. Mrs. Crist observed that in no case was it a question of more money and since there were no further questions, upon motion duly made and seconded the resignations were accepted.

C/J

At this time, upon motion duly made and seconded, the Board approved transfer of Mr. S. Turner Nichols' bus contracts to his son, S. Turner Nichols, Jr. The Secretary is requested to report to the Board in August on current policy with respect to age of retirement and what restrictions there are concerning contractors' age.

Z/J

Mrs. Hovet met with the Board to answer questions on her monthly report. Members of the Board raised several questions in connection with the summer school program. It was the consensus that the program is not completely successful, and that various approaches should be considered before next summer. The Secretary was requested to discuss this matter with the new Supervisor of Summer School as soon as the latter is available, and to report to the Board in December.

The revised job description covering the position of Supervisor of Physical Education, Health and Driver Education was approved on motion duly made and seconded. The revised job description covering the position of Supervisor of Music and Art was also approved on motion duly made and seconded.

S/Z

J/S

Mrs. Hovet was questioned concerning the purpose of the workshops being carried on this summer. The Board and the Superintendent expressed the feeling that these were to develop curriculum guides. Mrs. Hovet explained that this would be done in the fields of health, home economics and English. Present plans are to have a production workshop next year for science. After discussion of the need for curriculum guides in all areas, upon motion duly made and seconded, the Board requested that a schedule for these courses of study be prepared for the September meeting, including some expository material concerning the need for such courses.

Z/J

The Vocational program was also discussed at some length. Dr. Cochran stated that many people were concerned about the need to relate vocational training with fundamental skills in such areas as English, arithmetic, etc. The Superintendent was requested to form a committee consisting of Mr. Smith, Supervisor of Vocational Education, and one or two instructional people, and to present concrete suggestions as to offerings available to vocational students at the comprehensive high schools.

S/C

Upon motion duly made and seconded, a letter is to be prepared for the president's signature thanking the members of the Vocational Steering Committee and the Advisory Committee, for the preparation of their report, and expressing the hope that they will continue to show their interest by continuing to serve on these committees.

Mr. Cornelius Sybert and Mr. Lewis Nippard, attorneys for Mr. and Mrs. Herman Gaither in their suit against the Board of Education, appeared before the Board to present a proposition to the Board involving a new location for the Northfield elementary school. After Mr. Sybert had finished his presentation, the Board advised him that they would give this suggestion serious consideration. Dr. Cochran further stated that obviously the suggestion had been made in good faith and the Board would consider it in the same way.

The Board discussed briefly an article in the Central Maryland News concerning a mix-up involving use of the Atholton High School by a young people's group. Mr. Yingling stated that he felt that if this group had a complaint they should write to him about it. No action was taken by the Board on this matter.

There being no further business to come before the Board, the meeting was adjourned at 4:45 p.m.

John E. Yingling

July 5, 1967

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August 1, 1967

The Board of Education of Howard County held its regular meeting on Tuesday, August 1, 1967. The following members were present:

Mr. Fred K. Schoenbrodt
 Mrs. Gertrude Crist
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

In the absence of Dr. Edward Cochran, president of the Board, Mr. Schoenbrodt, the vice president, presided.

The following guests were present during all or part of the meeting:

Mary Lynch	The TIMES
Louise Hawkins	The NEWS
Mrs. Thomas Christian	Advisory Health Committee
Mr. Wallace Hamilton	The Rouse Company
Mr. Ted Baker	The Rouse Company
Mr. David Warner	The Rouse Company
Mr. Fred Hill	The SUN PAPERS
Mr. Dick Sentner	The NEWS-AMERICAN

Mrs. Richardson, secretary to the Superintendent, was also present.

Upon motion duly made and seconded, the minutes of the meeting of July 5, 1967 were approved as submitted. C/Z

Additions were made to the agenda. Upon motion duly made and seconded, the agenda was approved as amended. C/Z

The following teachers contracts were approved:

Bonnie E. Burbank	Waterloo Middle School - Special Ed. Annual Salary \$5,800
Susan B. Cole	Ellicott City Elementary & St. John's Lane Elementary - Kindergarten Annual Salary \$6,235
Ruth N. Erl	Guilford Elementary - Grade 2 Annual Salary \$6,380
Marilyn K. Katzen	Waterloo Middle School - Guidance Annual Salary \$10,260
Jean J. Webb	Ellicott City Middle School - Grade 6 Annual Salary \$5,000
Frederick R. Czarra	Supervisor of Social Studies & Adult Education Annual Salary \$11,077.40

Mary A. Bates	W. Friendship Elementary - Grade 2 Annual Salary \$6,960
Pervis M. Bates	Glenwood Middle School - Mathematics Annual Salary \$8,730
Thelma J. Baucum	Savage Elementary - Grade 2 Annual Salary \$5,400
Jack T. Crawmer	Guilford Elementary - Physical Education Annual Salary \$4,800
Pearlette McD. Graf	W. Friendship Elementary - Grade 2 Annual Salary \$6,000
Frances E. Hathaway	W. Friendship Elementary - Grade 1 Annual Salary \$6,670
Audrey K. King	Ellicott City Elementary - Kindergarten Annual Salary \$9,570
Frances W. Lanphere	Ellicott City Elementary - Kindergarten Annual Salary \$8,230
F. Russell Mullaly, Jr.	Ellicott City Middle School - Grade 6 Annual Salary \$5,800
Oliver W. Munson	Ellicott City Middle School - Industrial Arts Annual Salary \$5,950
Oscar D. Overby	Scaggsville & Savage Elementary - Physical Ed. Annual Salary \$6,960
Diane Sawyer	Teacher-Coordinator, Maryland Student Teaching Project Annual Salary \$9,494
Janet R. Wright	Rockland Elementary - Special Learning Difficulty Class Annual Salary \$8,120
Carl W. Schneider	Glenwood Middle School - Physical Education Annual Salary \$5,800
Mary M. Reynolds	Elkridge Elementary - Grade 2 Annual Salary \$5,800
Cherry Edgerton-Bird	Guilford Elementary School - Grade 2 Annual Salary \$5,800
Carolyn W. Handy	Glenelg High School - English Annual Salary \$5,800

JoAnn Irby	St. John's Lane - Kindergarten Annual Salary \$4,800
Merle T. Madeoy	Atholton Elementary - Grade 1 Annual Salary \$6,380
Norman I. Myers	Atholton High School - Mathematics Annual Salary \$5,000
Salvatore P. Rinaudo	Glenwood Middle School - General Science Annual Salary \$6,670
Patricia B. Short	Atholton Elementary - Grades 2 and 3 Annual Salary \$7,250
Patricia S. Sisler	Ellicott City and Atholton Elementary Schools Teacher-Librarian Annual Salary \$5,800
Sharon Kasecamp	Glenwood Middle School - Social Studies Annual Salary \$5,800
Michael J. Locke	Mt. Hebron Middle School - Physical Ed. Annual Salary \$6,090
Vivian P. Blum	Scaggsville Elementary - Grade 1 Annual Salary \$8,120
Carole H. Collins	Glenelg High School - Spanish Annual Salary \$5,800
Katherine P. Ferris	Savage Elementary - Grade 5 Annual Salary \$5,800
LeRoy F. Kerby	Glenwood Middle School - Mathematics Annual Salary \$6,090
Carol S. Kinney	Mt. Hebron Middle School - Grade 6 Annual Salary \$5,800
Mary Lee Logsdon	Ellicott City Middle - Grade 6 Annual Salary \$5,800
Charlotte L. Mulholland	Glenelg High & Clarksville Middle-Music Annual Salary \$8,120

Z/C The following resignations were accepted: (Effective 6/30/67 unless otherwise noted)

Julian J. Bauman, Jr.	Mt. Hebron Middle School - 6th Grade Leave of absence for study. Began 1958.
Darlene Beyerle	Atholton High School - Business Moved away (husband transferred) To have started 9/1/67

John L. Boyle	Waterloo Middle School- Special Education Teaching in another county Began September 1964
Deanna Davies	Rockland Elementary - Aide Marriage. Began 1965
Ita B. Fogel	Guilford Elementary - Grade 3 Government service. Began 9/1/66
Marion Hausch	Savage Elementary - Grade 4 Teaching in another county. Began 1/26/65
Marion F. House	Howard High School - Vice Principal Retired. Began 1927
Janet R. Imke	Atholton Elementary - Music Teaching in another county. Began 12/61
Janice Lang	Glenelg High School - Spanish and English Moved away. Began 1966
Ann R. Levine	Savage Elementary - Grade 5 Moved away. Began February 1, 1966
George M. McLuckie	Waterloo Middle - Grade 6 Other. Began September 1966
Anthony J. Phair	Ellicott City Middle - 6th Grade Moved away. Began September 1, 1966
Margaret M. Streaker	Lisbon Elementary - Grade 3 Employment other than teaching. Began 1958
Sue Ann Tabler	Glenelg High - English and Journalism Maternity leave. Began 1961
Shirley Wert	Rockland Elementary - Grade 2 Maternity. Began 1964
Susan Brous	West Friendship Elementary - Grade 3 Marriage - Effective September 1, 1967 To have started September 1, 1967
Daniel M. Edwards	Ellicott City Middle - Self-contained class Further study - Effective June 30, 1967 Began 1962
Barbara J. Redmond	West Friendship Elementary - Grade 4 Moved away. Began 1964

Mary B. Blum	Ellicott City Elementary - Special Ed. Personal illness. Began September 1956
Sandra B. Etter	Scaggsville Elementary - Grade 2 Moved away. Began October 1965
Robert B. Rinker	Glenwood Middle School - Phys. Ed. Teaching in another county. Began September 1965

The Secretary advised the Board that there had been no transfers or promotions during the preceding month.

The following contracts were approved:

- Furnish fuel oil and burner service to Howard County schools:

Globe Oil Company	All #2 oil
J. H. Toomey & Sons	All #5 oil
- Furnish and install two boilers at the Ellicott City Elementary School:

Consolidated Equipment Co.	\$22,777 bid price
----------------------------	--------------------
- Furnish and install acoustical ceilings per specifications in various school buildings:

John H. Hampshire Company at their bid price at the following locations:	
Ellicott City	\$1,214.00
Lisbon	1,520.00
W. Friendship	2,985.00
- Furnish and install tile floors in various schools per specifications:

John H. Hampshire Company:	
Scaggsville	\$ 765.00
W. Friendship	2,648.00
Patterson Corp.:	
Savage	\$ 763.00
Elkridge	1,700.00
- Furnish and install fluorescent lighting in various schools per specifications:

Reedy Electric Company:	
Lisbon	\$1,832.00
Clarksville Mid.	4,470.00
Scaggsville	3,901.00
Elkridge	6,921.00
Ellicott City Midl	4,910.00
Savage	2,629.70
- Ann additional contract for work at West Friendship Elementary school was awarded to John H. Hampshire, Inc., as follows:

Install acoustical ceiling in health room and principal's office -	\$218.00
Install asphalt tile in corridor area and health room -	\$1,047.00

7. Furnish and install carpeting in the team teaching area at Glenwood Middle School to Ba-Mor Carpet Company at their bid price of \$2,390.00. The Secretary advised the Board that two other bids had been received at lower prices, but that Ba-Mor had bid on an alternate approved by the architects and that he recommended acceptance of the better grade of carpeting.

In all instances except item 7 the contract was awarded to the low bidder. All bids are on file at the Board of Education office and may be examined by any interested parties.

The Secretary advised the Board that the following permits had been issued by the Department of Building and Housing of Howard County for the months of:

	<u>June 1966</u>	<u>June 1967</u>
1st District	3	-
2nd District	33	30
3rd District	5	-
4th District	3	5
5th District	13	14
6th District	<u>14</u>	<u>1</u>
	71	49

The Secretary advised the Board that the following had been received from the Howard County Planning Commission during the month:

1. Centennial Estates, Old Annapolis Road - Section #2
Preliminary - 17 lots
2. Village of Wilde Lake, Section #9 - Running Brook Area #1
Preliminary
3. Village of Harpers Choice - Section #2 - Hobbits Glen -
Final Subdivision Plans - Road profiles & Storm Drainage

The Board received copies of a letter from the Board of County Commissioners concerning charges against the Board of Education funds, which had been deducted from the remittance to the Board of Education. No action was required by the Board.

The Board approved a request to make deductions from monthly payments due Howard L. Pickett on his bus contract, and forward said deductions to the Western Maryland Trust Company on behalf of Mr. Pickett. Z/C

The Board was advised that the auditor's report on the General Accounts of the schools was available for inspection. Upon motion duly made and seconded the Board accepted the report. Z/C

The Board was given copies of a letter from Dr. William M. Alexander to Dr. Freudenberger concerning the Title III proposal for a model elementary school.

The Board requested the Secretary to reply to a questionnaire submitted by the National League of Women Voters.

Selection of a name for the Vocational-Technical Center was tabled till the September meeting.

The Secretary was asked to reply to a letter from the Baltimore Hearing Society, Inc., regarding provisions for transportation of children to special schools, advising the Society that the Board of Education provides financial assistance to parents of handicapped children attending special schools, but that no provisions were made in the Legislation passed for providing funds for transportation.

The Secretary informed the Board that the tennis courts have been in use all summer and that no problems have been encountered to date. Inasmuch as it appears there will be no cost of upkeep for this program this year, the County Commissioners have not been approached at this time in regard to sharing in such cost.

C/Z

The Secretary advised the Board that Mr. Wallace Hamilton of the Rouse Company would be present to meet with the Board at 3:00 o'clock. Upon motion duly made and seconded, the Secretary's report on a time schedule for completion of school sites in Longfellow, Running Brook and Faulkner Ridge, and settlement on the Bryant Woods site were tabled until that time.

The Board was given copies of the present policy covering award of contracts for school bus service. Discussion of possible revisions in the present policy was tabled until the September meeting.

The Board was advised that opening of bids for construction of the Bryant Woods and Northfield elementary schools has been postponed from August 8, 1967 to August 22, 1967 at 4:00 o'clock.

Z/C

Mrs. Crist requested the Board to consider recommending to the Maryland Association of Boards of Education adoption of a resolution regarding free tuition for students enrolled in teacher preparation courses at junior or community colleges. Upon motion duly made and seconded, the following resolution was adopted:

RESOLVED, That teaching scholarships be made available by the State Board of Education to students enrolled in teacher training programs at community colleges on the same basis as those available at State teachers' colleges and the State University.

The Secretary was requested to forward a copy of this Resolution to the Executive Secretary of the Maryland Association of Boards of Education.

Z/C

At this time, upon motion duly made and seconded, the Secretary was requested to report on the building program. The following time table was presented to the Board for consideration:

2nd District Middle School

Architect to begin planning August 1967
 Construction to start January 1968
 Opening date September 1969
 Site funds to come from Transfer Tax

Columbia Middle School

Architect to begin planning September 1967
 Construction to start February 1968
 Opening date September 1969
 Site funds available from bonds approved but not sold
 under HB #840, March 1, 1966

Glenelg High School Addition

Architect to begin planning September 1967
 Construction to start February 1968
 Opening date September 1968

Faulkner Ridge Elementary

Architect to begin planning September 1967
 Construction to start February 1968
 Opening date September 1969
 Site funds to come from transfer tax

Mt. Hebron Addition

Architect to start planning September 1967
 Construction to start February 1968
 Opening date September 1968

Mr. Schoenbrodt asked whether the \$755,000 in funds still available from the \$2,500,000 bond authorization would be sufficient to cover the additions to Glenelg and Mt. Hebron. Mr. Zimmer questioned whether it might be better to use these funds as planning money for all five schools. Mr. Yingling advised the Board that the Glenelg addition will be a bigger job than that at Mt. Hebron and that half the sum available would not be sufficient. Mr. Zimmer requested that the five-year plan presented to the Commissioners earlier this year be followed. After some further discussion, upon motion duly made and seconded, the Secretary was requested to set up an appointment with the Board of County Commissioners and request the money necessary for the 2nd District Middle School, Faulkner Ridge Elementary School, the Glenelg High School addition, and the Mt. Hebron Middle School addition; and to request planning money for the Columbia Middle School. The Secretary was instructed to take all necessary supporting data, and to ask any personnel he felt would be helpful to accompany him.

Z/C

Upon motion duly made and seconded the meeting adjourned for luncheon.

C/Z

The meeting reconvened at 2:50 p.m., at which time the following personnel from the Rouse Company met with the Board: Mr. Wallace Hamilton, Director of Institutional Development; Mr. Ted Baker, Land Development; and Mr. David Warner, Legal Department. The Secretary advised them that the Board at its last meeting had requested him to find out from the Columbia officials their time table for completion of site preparation for the Running Brook, Faulkner Ridge, and Longfellow elementary schools, and for the community college site. He had also requested the Rouse officials to present the deed for the Bryant Woods elementary school site.

Mr. Hamilton presented the following schedule, explaining that the dates given would be influenced by Board of Education indications of when the sites would be needed:

Faulkner Ridge - Grading can be done in August, seeding September. Drainage facilities would be finished by late September.

Longfellow - Grading and seeding could be done in October or November. Drainage facilities would be finished by February 1968.

Running Brook - Grading could be done in August of 1968 with seeding in September. Drainage facilities would be in before this time.

Mr. Hamilton then asked the Board to give him the dates on which they wanted the sites. Mr. Zimmer commented that the Board had had dates given them before but that the work had not been completed, and that information supplied to the Board has not always been correct. He further stated that time had been used up with nothing yet to show for it, and that when the Board received site development plans they expected the site development to be done according to those plans. During the discussion which ensued, Mr. Baker stated that the Rouse Company now had a much better knowledge of the requirements of the Board of Education, and that the schedules given the Board were dependent on only one thing **outside** the control of the Rouse Company, namely the Metropolitan Water Commission. The Board agreed to accept the Bryant Woods site, but stipulated that they would not accept any future sites not prepared as specified.

Mr. Hamilton was requested to send the Board a letter setting forth locations where soil removed in the process of construction could be disposed of, and what parking facilities would be available for construction machinery and crews.

Mr. Hamilton presented the members of the Board with copies of a sales agreement covering the Bryant Woods site. After reading the agreement members of the Board stated that it was not satisfactory, and that they could not accept a deed containing restrictions. A thoroughgoing discussion followed during which it was pointed out that although the Board of Education will pay only for the land occupied by the school building itself, the remainder is not a donation to the Board of Education but is included as part of the open space area in Columbia's master plan. Members of both groups expressed the desire to work together and agreed that the matter should be referred to their respective attorneys. It was suggested that a possible solution might be worked out by incorporating in a separate document agreements on use of the school building outside school hours, additional pathways through the school grounds, and other matters set forth in the sales agreement. Members of the Board of Education were adamant in refusing to accept a deed with any restrictions or easements retained by others, stating that as public trustees they could not do so.

The discussion was interrupted at this time in order for the Board to keep the appointment which had been arranged with Mrs. Thomas Christian of the Advisory Health Committee. Mrs. Christian explained to the Board that the members of the committee would like an expression by the Board of their desire either to disband the committee or to continue it, and if it were to be continued what functions the Board wished to have it perform. The ensuing discussion covered such points as how members of the committee are appointed and what functions the committee would be willing to undertake. It was agreed that the Advisory Health Committee should continue in its present makeup for the coming year, and that a study would be made during that time with a view to setting up a permanent committee to assist in carrying out the health education program, and to make recommendations to the Board on matters of health facilities and other needs in this area. Mrs. Christian was asked to provide a list of the officers and members of the committee as presently constituted, and to recommend replacements should the need arise. The supervisor of health education is to be an ex officio member of the committee and to serve as liaison with the Board of Education. The Board thanked Mrs. Christian for her interest and assistance. The Secretary is requested to write to the committee setting forth the above program.

The meeting with the representatives of the Rouse Company was resumed. Inasmuch as further discussion was centered on the community college site, upon motion duly made and seconded the Board of Education meeting was temporarily adjourned. Reference is made to the minutes of the meeting of the Board of Trustees. C/z

At the close of the meeting of the Board of Trustees, the meeting of the Board of Education was reconvened. The Secretary reported that bids had been received from two concerns for supplying and installing stage curtains at the Glenwood Middle School. Because there was such a large difference between the two bids the Secretary had contacted the high bidder, Baron Stage and Curtain Company, and had been advised that their bid was in error due to the fact that there was a misunderstanding in their office of the location of the school. The Secretary recommended that both bids be rejected and the two companies be requested to submit new bids. Upon motion duly made and seconded the Board approved the Secretary's recommendation. C/;

Mrs. Hovet, Director of Instruction, met with the Board to answer questions on her monthly report. She had been advised by Dr. Gores of the Educational Facilities Laboratory that the Department of Education application for funds for a study at the middle school level similar to that made last year for the elementary schools would be approved with a minor reduction in the amount requested for architectural consultant fees and for materials and services and preparation of a final report. In view of Dr. Gores' advice, upon motion duly made and seconded, the Board authorized the Superintendent to set up a committee for the EFL study for the middle school, and approved appointment of Mr. John Vermette as coordinator. The Secretary was also requested to make recommendations for an architect to be retained. z/C

The Board discussed ways in which the recommendations set forth in the report on the Special Education program could be implemented. It

was pointed out that the Health Department of Howard County is already overloaded and would not be able to handle medical examinations for all children who need them but cannot go to a private physician. It was suggested that the school psychologist should not attempt to carry individual cases, but rather instruct principals and staff so that they would be able to identify symptoms indicating the need for individual testing. It was brought out that all children in special education classes are tested individually so that they may be moved from one class or group to another as appears desirable at any time.

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

Z/C

John C. Freeling

August 1, 1967

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Thursday, August 24, 1967

A special meeting of the Board of Education of Howard County was held on Thursday, August 24, 1967, to receive bids for construction of two elementary schools, Bryant Woods and Northfield. The following were present:

Dr. Edward L. Cochran, President
Mrs. Howard Crist
Mrs. Albert James
Mr. Austin A. Zimmer
Mr. John E. Yingling, Secretary

Also present were representatives of the architects, McLeod, Ferrara and Ensign, and of the construction firms bidding on the work.

The President called the meeting to order and declared the bidding closed. The Secretary read out the bids. After the bids had been read and recorded, the President advised those present that award of the contract would be made at the next regular meeting of the Board in September. A tabulation of the bids appears on page 183.

There being no further business to come before the Board, the meeting was adjourned.



August 24, 1967

Page No.

Special meeting - opening of bids for construction of Bryant
Woods Elementary and Northfield Elementary

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August 24, 1967

TABULATION OF BIDS
HOWARD COUNTY ELEMENTARY SCHOOLS

McLeod, Ferrara and Ensign, Architects

<u>General Contractors:</u>	<u>Bryant Woods Conv.</u>	<u>Northfield Conv.</u>	<u>Bryant Woods C.C.S.</u>	<u>Northfield C.C.S.</u>	<u>Quan. Red. Conv.</u>	<u>Quan. Red. C.C.S.</u>
Ames-Ennis Contr. Co.	845,000	889,000	838,000	883,000	-12,000	-12,000
Charles Cirelli Co.	826,600	882,000	845,000	888,000		
Carl Gonnson & Son	854,000	906,000	847,000	888,000		
E. Jay Smith Const. Co.	926,000	939,000	955,800	968,800	- 4,000	- 4,000
Thurmont Const. Co.	950,000	990,000	910,000	980,000		
Duvall Engr. Co.	842,000	888,000	813,700	849,700		
McAlister-Schwartz	797,318	840,087	No Bid	No Bid	- 9,197	No Bid
M. M. & S. Contractors	798,703	870,003	Add \$5,000	Add \$5,000		-16,000

continued on page 184

August 24, 1967

TABULATION OF BIDS
HOWARD COUNTY ELEMENTARY SCHOOLS
(continued)

McLeod, Ferrara and Ensign, Architects

<u>General Contractors:</u>	<u>Alt. #1 Conv.</u>	<u>Alt. #1 C.C.S.</u>	<u>Alt. #2 Conv.</u>	<u>Alt. #2 C.C.S.</u>
Ames-Ennis Contr. Co.	-22,000	-22,000	--	--
Charles Cirelli Co.	--	--	--	--
Carl Gonnsen & Son	-18,000	-18,000	--	--
E. Jay Smith Const. Co.	-19,743	-19,743	--	--
Thurmont Const. Co.	-20,000	-20,000	--	--
Duvall Engr. Co.	- 9,700	- 9,700	+ 1,900	--
McAlister-Schwartz	-14,000	--	--	--
M.M. & S. Contractors	-20,800	-20,800		

Thursday, September 7, 1967

The regular meeting of the Board of Education of Howard County was held on Thursday, September 7, 1967. Those present were

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Howard G. Crist
 Mrs. Albert B. James
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

Guests present during all or part of the meeting were

Mary Lynch	Howard County TIMES
Louise Hawkins	Central Maryland NEWS
Richard Sentner	NEWS AMERICAN
William Gillen	Morning SUN

Upon motion duly made and seconded, the minutes of the regular meeting of Tuesday, August 1, 1967 were approved. Z/S

Upon motion duly made and seconded, the minutes of the special meeting of Thursday, August 24, 1967 were approved. Z/J

Additions were made to the agenda. Upon motion duly made and seconded the agenda was approved as amended. Z/J

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

Miriam W. Alberg	W. Friendship Elementary - Music Half-time Annual Salary \$6,235 - Partial \$3,117
Joan Barlow	Lisbon Elementary - Grade 1 Annual Salary \$6,960
Patricia H. Bell	Howard High - English Annual Salary \$6,380
William E. Berninger	Mt. Hebron - Reading Annual Salary \$7,540
Judith A. Butterfield	Mt. Hebron - Physical Education Annual Salary \$6,090
Margaret L. Carpenter	Waterloo Elementary - Grade 4 Annual Salary \$5,500
Kathleen M. Caven	Lisbon Elementary - Grade 3 Annual Salary \$5,000

Robert C. Cole	Ellicott City Elementary - Grade 5 Annual Salary \$5,400
Anita L. Cronemiller	Atholton High - Business Education Annual Salary \$6,380
Rose Mary Derenge	Scaggsville Elementary - Grade 2 Annual Salary \$7,000
Mary E. Doezema	Guilford Elementary - Grade 3 Annual Salary \$6,380
Marion Donofrio	Savage Elementary - Grade 2 Annual Salary \$6,200
Mary Helen Elder	Ellicott City Elementary - Grade 2 Annual Salary \$5,000
Katherine P. Ferris	Howard High - English Annual Salary \$5,800
Mary H. Foote	Atholton High - Geography Annual Salary \$5,800
Ronald Fuss	W. Friendship Elementary - Grade 5 Annual Salary \$5,800
Florence B. Hamlin	W. Friendship Elementary - Grade 3 Annual Salary \$8,410
Charlotte M. Harrigan	Rockland Elementary - Aide II Annual Salary \$2,700
Gretchen A. Hoover	Scaggsville Elementary - Grade 1 Annual Salary \$7,395
Ella Lee Jones	Waterloo Middle - Grade 6 Annual Salary \$5,800
Marlene C. Kehoe	Scaggsville Elementary - Grade 1 Annual Salary \$6,380
Carol S. Kinney	Mt. Hebron Middle - English Annual Salary \$5,800
Virginia O. Koehler	Waterloo Elementary - Kindergarten ($\frac{1}{2}$ time) Annual Salary \$6,090 Partial \$3,045
Sharon Leslie	Waterloo Middle - Grade 6 Annual Salary \$5,800

Thelma C. McNemar	Clarksville Middle - Mathematics Annual Salary \$9,010
Helen B. Mitchell	Elkridge Elementary - Kindergarten Annual Salary \$5,800
Francis L. Noel	Glenelg High - Vice Principal Annual Salary \$10,541
Edith S. Parlette	Atholton Elementary - Grade 1 Annual Salary \$10,470
Winifred Pierce	Atholton High - Biology Annual Salary \$6,815
Kathryn T. Pittman	Guilford Elementary - Kindergarten $\frac{1}{2}$ time Annual Salary \$6,670 - Partial \$3,335
Patricia T. Ponce	Lisbon Elementary - Kindergarten $\frac{1}{2}$ time Annual Salary \$5,400 - Partial \$2,700
Berkley Raleigh	Savage Elementary - Grade 4 Annual Salary \$7,830
Ronald H. Shaw	Elkridge Elementary - Grade 3 Annual Salary \$5,000
Andrew Mark Simpson	Howard High - Business Education Annual Salary \$5,000
Barbara Snyder	Mt. Hebron Middle - Grade 6 Annual Salary \$5,800
Stephen T. Stackhouse, Jr.	Howard High - Mathematics Annual Salary \$5,000
Carol Ann Stanalonis	Mt. Hebron Middle - Grade 6 Annual Salary \$5,000
Elizabeth V. Waters	Rockland Elementary - Aide I Annual Salary \$2,700
Thelma H. Wooley	Atholton Elementary - Grade 4 Annual Salary \$10,760
Letitia M. Wszolek	Lisbon Elementary - Music - half time Annual Salary \$6,380 - Partial \$3,190
Leslie E. Cunningham	Elkridge Elementary - Grade 5 Annual Salary \$6,090

Ingrid Edgerton	Elkridge Elementary - Grade 4 Annual Salary \$6,090
Carole E. Mueller	Rockland Elementary - Aide II Annual Salary \$2,700
Mary Ann Wathen	Atholton Elementary - Kindergarten $\frac{1}{2}$ day Annual Salary \$5,400 - partial \$2,700

S/J Because members of the Board had questions concerning some of the appointments, upon motion duly made and seconded approval of the contracts was tabled until the afternoon session when the Supervisor of Personnel would be present.

The Superintendent recommended that the following resignations be accepted:

Mary Ellen Laine	Mt. Hebron Middle - English Moved away - effective 6/30/67 (Began 9/66)
Evelyn Blonar	Scaggsville Elementary - Grade 1 Married - effective 6/30/67 (Began 9/66)
Loretta P. Hill	Elkridge - Grade 4 Unknown - to have started 9/1/67
Dawn F. Thomas	Mt. Hebron - Librarian and Reading Moved away - effective 6/30/67 (Began 9/66)
Katherine McFarland	Howard High - English Leave for illness - effective 11/7/67 (Began 9/1/55)
Kurt L. Gilbert	Atholton High - Grade 9 - World Geography Study - Effective June 30, 1967 (Began 1963)
Emma Troxel	Howard High - English Moved away - effective 6/30/67 (Began 1957)
William Byrnes	Waterloo Middle - Grade 6 Teaching another county - effective 6/30/67 (Began 9/1/66)

S/Z Upon motion duly made and seconded the resignations were accepted.

The Superintendent reported the following transfer:

John Vermette

From Vice Principal, Scaggsville
Elementary School to Coordinator
for EFL Middle School Study

Upon motion duly made and seconded the transfer was approved.

S/J

The Superintendent reported that there had been no promotions during the preceding month.

The Superintendent reported that Pilot Life Insurance Company had been awarded the contract for pupils' insurance for the coming year at the same rates and terms available last year. No action by the Board was required.

The Superintendent reported that new bids had been received for supplying and installing stage curtains at the Glenwood Middle School as follows:

Baron Stage Curtain and Equipment Co.	\$1,295.00
Pittsburgh Stage, Inc.	\$1,752.00

The contract was awarded to Baron Stage Curtain and Equipment Company, low bidder. Upon motion duly made and seconded the Board approved award of the contract. Z/J

Bids for construction of two new elementary schools were received on Thursday, August 24, 1967 at a special meeting of the Board of Education. Reference is made to the minutes of the special meeting, and to the tabulation of the bids received which is a part of those minutes. The Secretary advised the Board that after holding a special meeting with the architects it was felt that some money could be saved, and that he therefore recommended that all bids be rejected and rebid on September 19, 1967 at 3:00 p.m. Upon motion duly made and seconded the Board approved the Secretary's recommendation. Representatives of the two local papers were given copies of the advertisement announcing the new date, and were informed that this would be a public meeting of the Board. Z/J

The Board of Education has been advised that the following permits have been issued by the Department of Building and Housing of Howard County for the months of:

	<u>July, 1966</u>	<u>July, 1967</u>
1st District	1	1
2nd District	15	11
3rd District	5	6
4th District	2	3
5th District	5	19
6th District	4	1
	<u>32</u>	<u>41</u>

The Board received copies of the following from the Howard County Planning Commission:

1. Woodmark, Sec. #2, Preliminary - Drainage and Road profiles
2. Columbia - Year III Sketch Plan & Residential Areas - 3 drawings
3. Patuxent Park Industrial Site
4. Reeley Tract Industrial Park Preliminary Plan - East side of Baltimore-Washington Boulevard south of Laurel Raceway
5. Bethwood - Section #2 Preliminary Plan, Road Profile and Drainage Area Map
6. Allenford, Section #2 - Preliminary Plan, Road Profile and Drainage Area Map
7. Resubdivision Plat, Section 7, Area 8 Beechen Hills (Columbia)
8. Woodmark, Sec. #2 - Preliminary - 43 lots
9. Green Henge - Preliminary, Section 4 - 10 lots
10. Section #4, Hammond Village - 9 lots
11. Baltimore-Washington Industrial Park
12. Section #6 - Chestnut Hill Estates
13. Village of Wilde Lake - Section 9, Running Brook Area 4 (revised)
14. Town Center Subdivision - Section 2

Copies of the report of Appropriation Expenditures as of July 31, 1967 were given the Board. Mr. Zimmer asked who was handling the various federal projects and was advised that this is now part of Dr. McCullough's duties. The report was approved as submitted.

S/Z

The Board received a letter from Mr. Edward G. Stapleton, Executive Secretary, Maryland Association of Boards of Education, advising that the resolution authorized by the Board at its last meeting would be presented to the Chairman of the MABE Executive Committee at its next meeting. No action was required.

The Board received a letter from the West Friendship PTA thanking them for the renovations to the building, and mentioning that the new ceilings and floors emphasized the need for painting the walls. Mr. Yingling advised the Board that he had looked at the area and felt the painting was necessary and that it would be done by the maintenance department this fall.

The Board received a letter from the Atholton High School PTA, requesting that a dedication ceremony be held and offering their cooperation in such a program. The Secretary was requested to arrange an appropriate ceremony and advise the Board.

The Board received a letter and statement of the principles of development of community schools from Mr. William Finley of the Rouse Company. Upon motion duly made and seconded, the Secretary was requested to reply to Mr. Finley, advising him that his communication is generally agreed to by the Board.

J/Z

The Board received copies of a letter from Dr. Robert Shaffner, former Assistant Superintendent, thanking them for their expression of confidence in the form of a resolution adopted at the August 1 meeting.

The Secretary advised the Board that the grant for a middle school study had been formally approved by the Educational Facilities Laboratories. Dr. Gores, president of EFL, has informed the staff that EFL would not make any recommendation of an architect, but wished to be advised when the Board has made its choice. Upon motion duly made and seconded, consideration of this matter and approval of the committee nominated to conduct the study were tabled until the afternoon session.

S/J

The Board discussed the desirability of amending the present policy covering employment of school bus contractors. The Secretary informed the Board that he had consulted with Mr. Charles Reese, attorney for the Board, as to how the Department of Education might be protected in the event that a contractor should die and his bus or buses be unavailable because of legal restrictions. Mr. Reese recommended that the following be made part of the contract between the Board and the contractor:

"This agreement and the terms contained herein shall bind and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, successors and assigns."

Upon motion duly made and seconded, the Secretary was authorized to amend the standard bus contract to include the above statement. The motion further authorized the Secretary to delete item i of Section 3 from the statement of policy, and to include provision for showing the date the revised policy was submitted, and the date on which the Board approved the revision. The Secretary was requested to submit the revised policy statement to the Board for approval at the regular meeting in October.

Z/J

The Vocational Steering Committee is requested to present three names for the Vocational-Technical Center for consideration by the Board at the regular meeting in October, from which the Board will make a choice.

Discussion of the report on the Human Relations program was deferred to the afternoon session when the Director of Instruction would be present.

Upon motion duly made and seconded, the Board approved the committee for the study to utilize elementary school principals on a 12-month basis.

J/Z

Discussion of the proposed schedule of production workshops was postponed to the afternoon session.

The Board was advised that agreement on the terms of the deed for the Bryant Woods school site had been reached, and that the documents would be ready for signature at the special meeting scheduled for September 19th, 1967.

Discussion of the letter drafted by Mrs. James to be directed to the University of Maryland requesting inclusion of courses in Negro history and human relations was deferred until the afternoon session.

Z/J The Board received copies of the school bus accident report for the State of Maryland for the school year 1966/67. Mr. Zimmer stated that he would like to go on record as commending the Supervisor of Transportation for the emphasis on safety, and for the time and effort he has displayed. A motion to this effect was made, seconded, and carried unanimously.

Z/J The Board discussed the job description for the position of Supervisor of Research, Planning and Development. After some discussion, upon motion duly made and seconded, this matter was deferred until the October meeting. Members of the Board were requested to advise the Secretary of any provisions or qualifications they wished to have incorporated in the description.

Z/S Upon motion duly made and seconded the Board approved the request of Mr. Arthur E. Leishear, Sr., to transfer his bus contracts to his son, Mr. Thomas W. Leishear.

The Board was given copies of the letter sent to professional personnel in the Howard County school system inviting those interested to apply for the position of Superintendent.

Mrs. Crist's report on plans for the Lay Conference was deferred till the afternoon session.

S/Z Upon motion duly made and seconded, the proposed Title III Committee was approved as submitted.

Z/J The Secretary reported that he had received a request from the mother of an Atholton Elementary School pupil that the path from the school be repaired. He had inspected it, and recommended to the Board that this be done, using funds from the contingency fund. Upon motion duly made and seconded the Board authorized the Secretary to proceed with this work.

Z/S The Board was given copies of a letter from Dr. Cochran to the Charter Committee, expressing his thoughts on the proposed Charter as it concerns the Board of Education. Upon motion duly made and seconded the Secretary was requested to write the Charter Board, saying that Dr. Cochran's thoughts represent the general feeling of the Board of Education. Mrs. James commented that Mrs. Crist might have some suggestions, so upon motion duly made and seconded action was deferred until the afternoon session, when the latter would be present. This matter was brought up again during the afternoon session, and Mrs. Crist concurred in the earlier action of the Board.

Mr. Henry L. Sandlass of the architectural firm of Sandlass & Craycroft had requested an appointment with the Board in order to acquaint the members with the work his firm has done in designing schools for the City of Baltimore and for Baltimore County. Mr. Sandlass and his associates presented drawings and photographs of four schools which they had designed, and gave the Board relevant information as to costs and type of equipment such as carpeting and air conditioning. At the close of their presentation Dr. Cochran observed that it had been most interesting and informative, and thanked Mr. Sandlass and his group for coming before the Board.

Dr. Sedlak, Supervisor of Personnel, and Dr. McCullough, Assistant Superintendent, met with the Board to answer questions on some of the teachers' contracts. The Board then approved the contracts on motion by Mr. Schoenbrodt, seconded by Mr. Zimmer. In answer to a question from Mrs. Lynch of the Howard County Times, the Secretary stated that the position of vice principal at Scaggsville would be filled by one of the teachers in the school. The Board requested Dr. Sedlak to prepare a report on whether Howard County is getting more certified teachers this year compared to the total number, and also the experience level and regional background of new teachers, including the colleges from which they come. This report will be presented at the October meeting of the Board.

After some discussion between the Board and Dr. Sedlak concerning sick leave policy for teachers, the questions raised were referred to the Superintendent for analysis and recommendation at the next Board meeting.

At this time the Board requested the Secretary to recommend an architect to work on the middle school study under the EFL grant. Mr. Yingling recommended the firm of Johannes and Murray. Mrs. Crist moved that the Board accept the Secretary's recommendation to retain Johannes and Murray as consultants for the EFL study and to design the two middle schools when and if the appropriations are approved. Mrs. James seconded the motion. During the discussion which followed the Secretary advised the Board that it would be made clear to the architects that for the present they are retained only to do the study, and if the Board of Commissioners approve funding for construction they will then be retained to do that work. The motion was carried by a vote of four to one, Mr. Schoenbrodt being opposed.

The Board next took under consideration the letter drafted by Mrs. James concerning the need for courses in Negro history and in human relations for professional credit, which Mrs. James requested be approved by the Board for transmittal to Dr. Manning, dean of the University of Maryland College of Arts and Sciences. Inasmuch as a recent letter from Dr. Dudley of the University suggested formation of a committee made up of representatives of the University, other state teachers' colleges, the State Department of Education and county Boards of Education, some members of the Board felt that this should be considered before sending the letter. After some discussion, upon motion by Mr. Schoenbrodt, seconded by Mrs. James, the Secretary was requested to contact Dr. Dudley and invite him to come to the next regular Board meeting to discuss further implementation of the proposal suggested in paragraph three of his letter of August 3rd.

Mrs. Crist reported that the 1967 Lay Conference on Education is to be based on the Citizens Curriculum Committee report, using the theme "Public Schools - a Local Responsibility" and following the form of the 1966 Conference. The members of the Board are asked to serve as moderators of the four groups, and members of the Curriculum Committee will act as panelists. Dr. Thomas Pullen has been invited to give the keynote address.

The Board approved the request of Mr. John R. Snodgrass to have payments made on his behalf to the Patapsco National Bank from moneys due him on his bus contracts.

Mrs. Hovet, Director of Instruction, met with the Board to answer any questions on her report. Mr. Schoenbrodt asked about the size of the kindergarten classes, expressing the feeling that they should not exceed twenty-five. Mrs. Hovet explained that several schools still had space available, but that it might be necessary to hire a few more teachers. Children will be accepted and as soon as the actual enrollment is known such changes will be made as may be necessary to insure that the maximum number in any one class is twenty-seven.

The Board discussed the functions of the Title III Middle School Committee as compared with that of the EFL Middle School Committee. It was suggested that both committees might be strengthened by having the same personnel on each. On motion duly made and seconded approval of the EFL Committee was tabled till the special meeting of the Board scheduled for September 19th. Mr. Schoenbrodt moved to reconsider approval of the Title III Committee and Mr. Zimmer seconded the motion, which carried.

Mrs. Hovet advised the Board that Guides in eight areas would be ready for the September 19th meeting. The report on the results of the reading tests will also be available at that meeting. The Board requested Mrs. Hovet to report on the basic method of teaching reading in Howard County.

I/S After a brief discussion of the report on the Human Relations Workshop, the Board moved to endorse the recommendations of the Human Relations Committee subject to the Superintendent's approval. It is recommended that funds be requested from the Maryland State Department of Education through its Federal grants, to conduct human relations programs in Howard County. Members of the workshop would be appointed as members of a committee to implement this work.

C/Z There being no further business to come before the Board, upon motion duly made and seconded the meeting adjourned.

John E. Quigley

September 7, 1967

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Tuesday, September 19, 1967

The Board of Education of Howard County held a special meeting to receive bids for construction of two new elementary schools, Bryant Woods and Northfield, Dr. Edward L. Cochran, President; Mr. Austin A. Zimmer; Mr. John E. Yingling, Secretary; members of the firm of McLeod, Ferrara, and Ensign, architects; and representatives of the contractors bidding met at 3:00 p.m., at which time the bids were opened and recorded. A motion duly made, seconded and carried at the regular meeting of the Board held on July 5, 1967 waived the requirement that a majority of the Board be present to receive bids on school construction in this particular instance. Dr. Cochran therefore declared the bidding closed, and the bids were opened and recorded. A tabulation of all bids received appears at the end of these minutes, and is a part hereof. Dr. Cochran thanked the group for their bids and advised them that a decision would be made shortly, and that they would be advised of the award of the contracts.

Z/S Mr. Fred K. Schoenbrodt joined the meeting at 3:20 p.m., at which time Dr. Cochran declared a quorum present and called the regular meeting to order. A correction was made to the minutes of the meeting of September 7, 1967, after which on motion duly made and seconded the minutes were approved as corrected.

S/J Additions were made to the agenda as prepared by the Secretary. On motion duly made and seconded the agenda was approved as amended. Mrs. Albert B. James was also present at this time.

Z/S Dr. Cochran asked the Secretary if he was prepared to make a recommendation on the bids which had just been received. Mr. Yingling recommended that the Board approve award of the contracts to the firm of McAlister-Schwartz, low bidder, with the proviso that the contract for the Bryant Woods school be executed immediately and that the Board temporarily delay completion of the contract for the Northfield school in accordance with the stipulation in the bid that the bid could be accepted at any time up to sixty days after the date of bidding. He further recommended that both alternates be rejected. Upon motion duly made and seconded the Board approved the Secretary's recommendations. Mr. Yingling requested the architects to prepare the contract for the Bryant Woods school as quickly as possible.

The Secretary advised the Board that the deed to the Bryant Woods school site did not require signature by the Board, and that it would be completed in another few days. Upon motion duly made and seconded, the Board approved the Secretary's recommendation that he be authorized to purchase nine acres of property from the Columbia Corporation under the terms of the agreement specifying that the Board would pay for 10% of the acreage at a price of \$1,800 per acre. The deed will specify certain areas of the site to be maintained by the Columbia Corporation. A recommendation covering payment for improvements made to the site will be made at such time as the improvements are completed.

The Secretary recommended that the committee studying the middle school under the grant from Educational Facilities Laboratories be made up of a group which would also function as the Title III committee for a middle school study. Mr. John Vermette is coordinator of the EFL committee and Dr. John Freudenberger is coordinator of the Title III committee. Dr. James DiVirgilio, supervisor of middle schools, will serve as chairman of the whole committee. The committee will be broken down into small groups to work on various aspects of each study. Upon motion duly made and seconded the Board approved the Secretary's recommendation

S/Z

The Secretary advised the Board that copies of the guidebook for critical reading were available if they wished to see them.

The Secretary informed the Board that it has become necessary to expand the telephone service in the Department of Education offices, which would result in a cost increase for the coming year for which funds had not been made available in the budget. He recommended that the Board approve use of moneys from the contingency fund. Upon motion duly made and seconded the Board approved the Secretary's recommendation.

Z/S

The Secretary recommended that the Board approve use of contingency funds to install a fence around the football field at Atholton High School to protect the area from unauthorized use, particularly in view of the fact that Glenelg High School could not use their field this year and would have to play all games either at Atholton or Howard High Schools. Upon motion duly made and seconded the Board approved the Secretary's recommendation. Dr. Cochran requested the Secretary to present a breakdown on the contingency fund at the October meeting.

S/Z

The Secretary informed the Board that over a thousand dollars worth of equipment had been stolen from the Clarksville Elementary School. He requested permission to replace the equipment, cost of which would be \$500.00, the remainder being covered by insurance. He further requested permission to investigate installation of some type of burglar alarm in this school. Upon motion duly made and seconded the Secretary was authorized to proceed as requested.

Z/S

The Secretary advised the Board that information on the AASA Convention, to be held in Atlantic City next February, had been received and that he felt it would be well worth while for as many members of the Board as possible to attend some part at least of the meetings. Board members were requested to advise him of the dates they would require reservations in order to return the forms as soon as possible.

The regular meeting of the Board was recessed at 3:50 p.m. The meeting reconvened at 8:30 p.m., at which time, there being no further business to come before the Board, on motion made and seconded the meeting was adjourned.

Z/S



TABULATION OF REBIDS
HOWARD COUNTY ELEMENTARY SCHOOLS

19 September 1967

McLeod, Ferrara and Ensign, Architects

<u>General Contractors:</u>	<u>Bryant Woods Base Bid</u>	<u>Northfield Base Bid</u>	<u>Quantity Reduction</u>	<u>Alt. #1 Deduct</u>	<u>Alt. #2 Add</u>
Charles Cirelli Company	750,300	796,400	10,000	21,800	N/B
Carl Gonnsen & Son	758,000	794,000	4,000	18,000	N/B
E. Jay Smith Const. Co.	834,950	875,940	N/B	19,650	N/B
Duvall Engr. Co.	753,700	813,300	N/B	13,300	1,900
McAlister-Schwartz	697,881	745,257	3,426	14,000	N/B
M. M. & S. Contrs.	734,578	775,428	10,000	20,800	N/B

September 19, 1967

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Regular Meeting

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Tuesday, October 3, 1967

The Board of Education of Howard County held its regular meeting on Tuesday, October 3, 1967. Those present were:

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Howard G. Crist, Jr.
 Mrs. Albert B. James
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

The following were also present during all or part of the meeting:

Louise Hawkins	Central Maryland NEWS
Anita M. Iribe	League of Women Voters of Howard County
Mrs. Jos. T. Ponzillo	St. John's Lane Elementary PTA
Mrs. B. L. Souther	Font Hill
W. P. Gillen	Morning SUN
Mary Lynch	Howard County TIMES

Z/S The President called for a motion to approve the minutes of the meeting of September 19, 1967. Upon motion duly made and seconded the minutes were approved as submitted.

C/J Additions were made to the agenda. Upon motion duly made and seconded the agenda was approved as amended.

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

Joan Bennett	Lisbon Elementary - Aide I Annual Salary \$2,700
Eileen W. Chamblee	Savage Elementary - Kindergarten (half-time) Annual Salary \$6,380 Partial Salary \$3,190
Noreen Gordon	Lisbon Elementary - Aide I Annual Salary \$2,700
Fredna J. Hagan	Elkridge Elementary - Kindergarten (half-time) Annual Salary \$6,090 Partial Salary \$3,045
Gertrude F. Kruhm	West Friendship Elementary - S.L.D. Annual Salary \$9,860 Partial \$9,120 (began 9/25/67)
George E. Reuling	Elkridge Elementary - 5th Grade Annual Salary \$4,800
Sue Shalcosky	Waterloo Elementary - Aide I Annual Salary \$2,700

Betty Shehan	Elkridge Elementary - Aide I Annual Salary \$2,700
Arlene Shipley	Elkridge Elementary - Aide I (part time 4/10) Annual Salary \$2,700 - partial \$1,800
Jacqueline Siegert	Elkridge Elementary - Aide I (part time 6/10) Annual Salary \$2,700 - partial \$1,620
Mary Lois Wilt	Guilford Elementary - Aide I Annual Salary \$2,700
E. M. Douglas	Vocational Center - Electricity Annual Salary \$8,270

The Board wished to know whether the aides were in schools eligible for Title I, and were advised that this was so. Upon motion duly made and seconded the Board approved the contracts.

Z/C

The Secretary advised the Board that there had been no resignations or transfers during the preceding month.

The Secretary advised the Board that the following promotion had been made:

Mrs. Edith B. Rowe	From teacher at Scaggsville Elementary School to Vice Principal
--------------------	---

The Secretary reported that no contracts had been awarded during the past month except for the construction of two elementary schools, which had been reported in the minutes of the special meeting held on September 19, 1967.

The Board received from the Department of Building and Housing of Howard County the number of building permits issued in each district during the month of August, 1967. They were also given the figures for August 1966 for purposes of comparison.

The Board received copies of preliminary plans for development in five areas from the Howard County Planning Commission.

Copies of the Appropriation Expenditures as of August 31, 1967 were given the Board for their information. A report covering charges against the contingency fund was also given the Board. The Secretary explained that since the audit for the preceding fiscal year had not yet been completed, he was not able to give the Board the exact balance in the fund at this time.

The Secretary advised the Board that Ellicott City Elementary School and Rockland Elementary School had been burglarized, and that \$510 worth of instruments had been taken from Ellicott City.

The Secretary informed the Board that he had received a letter from the pastor of the Lisbon Methodist Church, requesting permission to use the Lisbon Elementary school cafeteria for fund raising dinners to rebuild the portion of the church which had been burned down last year. The Board approved the request with the stipulations that Dr. Shrop, County Health Officer, give his approval; that members of the regular cafeteria staff be present to supervise the use of the cafeteria; and that it would be necessary for the church to request permission each time they planned to have a dinner.

The Board received copies of a report on new teachers, covering their background, the colleges attended, degrees earned, and other pertinent information. The Board commended Dr. Sedlak, Supervisor of Personnel, for his presentation.

The Secretary reported that the Board had been requested to pay for souvenir programs for the dedication planned for the Atholton High School. He recommended that the Board authorize payment of the normal expenses of such a ceremony, but not to include such items as elaborate souvenir programs. The recommendation was approved.

Z/J Upon motion duly made and seconded, the Board approved the revised policy for selecting bus contractors as follows:

BOARD OF EDUCATION OF HOWARD COUNTY

POLICY FOR SELECTING SCHOOL BUS CONTRACTORS

STATEMENT OF PHILOSOPHY

The Board of Education declares its intention to select school bus contractors from the best qualified people available.

DESIGNATION OF AUTHORITY

1. The recruiting, processing and screening procedures of new bus contractor applicants are the duties of the Pupil Transportation Department.

2. The Pupil Transportation Department functions under the supervision of a person designated by the Board of Education of Howard County as Supervisor of Pupil Transportation and through whose office all matters dealing with pupil transportation are conducted.

PROCEDURE FOR SELECTING SCHOOL BUS CONTRACTORS

1. A notice shall be placed in county newspapers for two consecutive weeks during the month of March notifying all interested parties that forms for applying for new or additional school bus contracts are available at the Board of Education office. Applications for school bus contracts will be accepted until April 30 of each year.

2. Application forms shall be made available to all interested responsible people.

3. Applicants shall be screened by the Pupil Transportation Department. Criteria for selection shall include:

- a. School bus driving experience and competency
- b. Department of Motor Vehicles inspection record
- c. Character, personal habits and personality
- d. Area of residence in relation to area of needed service
- e. The date of last awarded contract
- f. Quality and adequacy of past and present service
- g. Applicant shall be ineligible for a new contract if at some prior time he has sold a contract
- h. Contractors shall be limited to a total of twelve public school bus contracts

4. The Board of Education of Howard County shall appoint the best qualified person available for a bus contractor, regardless of race, color, or creed. Appointments shall be made after applicants have been thoroughly screened. The decision of the Board of Education of Howard County shall be final.

5. All transfer or sale of existing contracts must have prior approval of the Board of Education of Howard County.

6. In the event that a change of a bus contractor or the addition of a new bus is necessary due to death or other emergency circumstances, the Superintendent of Schools is authorized to direct the Supervisor of Pupil Transportation to appoint a bus contractor.

Revision submitted: October 3, 1967

Revision approved: October 3, 1967

* * * * *

The Board approved the job description for the position of Supervisor of Research, Planning and Development with one change: That the title be Administrative Assistant for Planning.

S/Z

ADMINISTRATIVE ASSISTANT FOR PLANNING

The Administrative Assistant for Planning is directly responsible to, and works under the supervision of, the Superintendent of Schools. He coordinates his work with other staff members as required.

Duties:

1. Preparation and analysis of long-range enrollment estimates. Maintaining continuous studies of individual school districts, of patterns and rate of growth due to housing and apartment construction, and of changes in anticipated population growth resulting from rezoning of land.

2. Participation in the development and preparation of the capital budget. Determination of the timing, number of classrooms to be provided, and location of new facilities.
3. Preparation of site acquisition recommendations. Interpretation of proposed land-use master plans as prepared by the Planning Commission, to determine location of future school sites.
4. Development of studies as master plans for schools.
5. Preparation of recommended school district boundaries.
6. Coordinating with Director of Instruction, Supervisor of Curriculum, and others involved in educational specification development.
7. Preparation of specifications for furnishing and equipping new schools.

Submitted: September 7, 1967

Approved: October 3, 1967

* * * * *

The Board discussed revision of the sick leave policy for teachers in light of the information contained in the report prepared by Dr. Sedlak. Dr. Sedlak was requested to prepare a formal policy statement for consideration by the Board at the November meeting.

C/J

J/Z

Upon motion duly made, seconded and carried by a majority vote, the vocational-technical center was named "Howard Vocational-Technical Center". Mrs. Crist and Mr. Schoenbrodt were opposed.

The Secretary recommended that the Board authorize use of funds from contingency to purchase an electric stove to be used in the trainable classes at the Rockland Elementary School. After some discussion on the merits of an electric stove versus gas, and the function of a stove as a teaching instrument, upon motion duly made and seconded the Board approved the Secretary's recommendation.

J/C

At this time, Mr. Schoenbrodt requested the consent of the Board to add an item to the agenda, which consent was unanimously granted. Mr. Schoenbrodt asked what long-range plans the Superintendent had for making greater use of the data processing equipment owned by the County, with particular reference to attendance reports. After some discussion, upon motion duly made and carried, the Superintendent was requested to initiate moves to further use these facilities, particularly with regard to the attendance records.

The President then declared the meeting recessed until 3:00 o'clock in the afternoon.

At 3:00 o'clock the Board met with Dr. James Dudley of the University of Maryland to discuss possible ways in which courses in human relations might be introduced in colleges preparing students for the teaching profession, and what had already been done in this area. Dr. Dudley described courses now being offered at the University of Maryland in the graduate schools, which are particularly designed for those interested in supervisory and administrative work. Mrs. James stated that omission of reference to the Negro and his contributions to American culture and to civilization as a whole perpetuates the idea that the Negro's contribution is insignificant and that the Negro is inferior. Dr. Dudley expressed the feeling that the problem of changing attitudes is too broad to be solved simply by the introduction of such courses, and that it should be approached on a much wider front. After some questions from members of the Board, it was agreed that Dr. Dudley would send a copy of his report and recommendations to Dr. Sensenbaugh. Dr. Cochran requested that Dr. Dudley emphasize that the Board of Education of Howard County is very much interested in the formation of a state-wide committee to study this question. The members of the Board thanked Dr. Dudley for meeting with them.

Inasmuch as the Board of County Commissioners had released copies of the report sent them by the Board of Education, which was to be discussed at a closed meeting the following evening, the Board of Education made extra copies available to members of the press. Dr. Cochran reviewed the report briefly for the benefit of those present.

Mrs. Hovet, director of Instruction, presented Mr. John L. Crew, Supervisor of Research in the State Department of Education. Mr. Crew discussed with the Board his report on the study made in some of the elementary schools, which compared the results of three different methods of teaching reading. The Board members asked several questions relating to the way in which the tests were administered and what further information might be obtained from the data. Mrs. Hovet advised the Board that Mr. Purucker, originator of the phonetic method of teaching, would discuss his method with the principals of the elementary schools at their next meeting. Mr. Schoenbrodt stated that he would like an analysis of the response of low i.q. students to the three methods. Mr. Crew indicated that he would be willing to check with his department to see what further information might be obtained from the data available.

The Board met with Mr. Max Smith, Supervisor of Vocational-Technical Education, and discussed briefly his report on what has happened in the field of vocational-technical education, and what the Board will be faced with in the years ahead. The Superintendent advised the Board that he had no recommendations to make at this time concerning the date for hiring a principal for the Howard Vocational-Technical Center, or on any of the other points which had been raised in Mr. Smith's report.

Dr. McCullough, Assistant Superintendent, was present to answer questions on the Federal Programs report. The Board was advised that the Head Start program was ready to be implemented on 24-hour notice, but

that the Department of Education had not yet received official notice that funds had been approved. Only two schools will have Head Start Centers as presently planned, owing to lack of space in most school buildings. Hot lunches will be provided to those classes meeting in other buildings.

Z/C

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

John E. Guigley

October 3, 1967

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Tuesday, November 7, 1967

The regular meeting of the Board of Education of Howard County was held on Tuesday, November 7, 1967. The following were present:

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Howard G. Crist, Jr.
 Mrs. Albert B. James
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

The following guests were present during all or part of the meeting:

Mrs. Louise Hawkins	Central Maryland NEWS
Mrs. Mary Lynch	Howard County TIMES
Mr. William Gillen	Baltimore SUN
Mr. Richard Sentner	NEWS-AMERICAN
Mrs. Paul Iribe	League of Women Voters
Mrs. B. L. Souther	H.C.C.A.
Mrs. J. T. Ponzillo	St. John's Lane PTA
Mr. David Colley	Evening SUN

The President asked whether there were any corrections to the minutes of the meeting of October 3, 1967, copies of which had been distributed to the Board prior to this meeting. Mrs. James requested that the following be inserted after the sixth line of paragraph 6 on page 3 of the unapproved minutes: "Mrs. James stated that omission of reference to the Negro and his contributions to American culture and to civilization as a whole perpetuates the idea that the Negro's contribution is insignificant and that the Negro is inferior." She also requested that in the next sentence the word "approved" be changed to "approached". Dr. Cochran requested that paragraph 4 on page 2 be corrected by changing the word "vandalized" to "burglarized" and deleting the second sentence of the paragraph in its entirety. Upon motion duly made and seconded, the minutes were approved as corrected.

J/Z

Additions were made to the agenda. Upon motion duly made and seconded the agenda was approved as amended.

J/Z

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

Penny L. Moore	Waterloo Elementary - Aide I Annual Salary \$2,700
Ruby Kelly	Scaggsville Elementary - Grades 3-4 Annual Salary \$6,090 Partial Salary \$5,398 (starting 10/5/67)

J/C

Upon motion duly made and seconded the contracts were approved.

The Secretary recommended that the following resignations be accepted:

Mary B. Briggs	Waterloo Middle - 6th Grade Maternity Leave Effective January 31, 1968 Began September 1966
Nancy L. Dressman	Waterloo Middle - 6th Grade Maternity Effective January 31, 1968 Began September 1967
Patricia A. Perra	Atholton High - Home Economics Moved - husband transferred to Panama Effective January 1, 1968 Began September 1, 1965

Upon motion duly made and seconded the resignations were approved. C/J

The Secretary advised the Board that the following transfers had been made:

	From	To
Mrs. Audrey King	Ellicott City (full-time)	Rockland (half Ellicott City (half)
William Seiler	Mt. Hebron Middle	Waterloo Middle
Mrs. Patricia Seiler	Ellicott City Elem. Atholton Elem.	Atholton Elem. Scaggsville Elem.
Nancy Brown	Clarksville Elem. Scaggsville Elem.	Clarksville Elem. Lisbon Elem.
Doris Hord	Lisbon Elem. West Friendship	West Friendship
Charlotte Mulholland	Glenelg High Clarksville Middle	Clarksville Elem.
Elaine Oland	Clarksville Elem.	Glenelg High Clarksville Middle
Susan B. Cole	Ellicott City (half) St. John's Lane (half)	St. John's Lane (full-time)
Ann Hennigh	Waterloo Elem.	West Friendship
Olivia Whitaker	Rockland Elem.	Ellicott City Elem.

	From	To
Beth Bohlinger	Ellicott City	Rockland

C/Z A question was raised about whether music teachers are certified for both elementary and secondary schools. Dr. Sedlak appeared before the Board and stated that both teachers involved in the transfer from secondary to elementary and from elementary to secondary schools were certified in both fields, and that the change had been made in order to give each teacher the age group she preferred working with. Upon motion duly made and seconded the Board approved the transfers.

The Secretary advised the Board that there had been no promotions during the preceding month.

Z/C The Board of Education had received bids for equipping the Howard Vocational-Technical Center in the fields of air conditioning, graphic arts, and practical nursing. Upon motion duly made and seconded, approval of the award of contracts was tabled until the afternoon session, when Mr. Smith could be present to supply further information on the bids received and the basis for his recommendations.

The Secretary advised the Board that the Howard County Planning Commission had submitted the following drawings:

- a. Village of Oakland Mills, Preliminary Subdivision Plan, Phase 1, 318 lots
- b. Village of Wilde Lake, Section 6 Area 4, Final Plat, road plans and storm drainage plans
- c. Village of Harper's Choice - Apartment sites, sketch plan
- d. Hammond Village Section 5 - approved preliminary, lots 4 and 5, block 1
- e. Aladdin Property, Washington Boulevard, Elkridge
- f. Woodmark - Preliminary plan, Section #2 - 35 lots
- g. Wilde Lake, Section 6 Area 5, Final Plat, road plans and storm drainage plans
- h. Centennial Estates, Section 2, approved preliminary - 18 lots
- i. Village of Wilde Lake, Section 6 - Russet Ridge Area 3 & 4 Tentative approved preliminary - 108 lots
- j. Woodmark, Section 3 Preliminary Plan, road profile and drainage study

No action was required by the Board.

The Board of Education received a Deed and Title Guarantee for the ten acres of property located in the Second Election District of Howard County, site of the Northfield Elementary School, conveyed to the Board by Percon, a division of Contee Sand & Gravel.

C/J Upon motion duly made and seconded adoption of a resolution concerning acquisition of a middle school site in the Second Election District was tabled until the afternoon session.

Requests from Robert N. Wessel and John L. Poteet, bus contractors, to have monies due them under their contracts paid over to their banks were approved.

The Secretary advised the Board that a statement in the amount of \$2,000 had been received from Messrs. Hogg and Reese for their work in the acquisition of the Northfield Elementary School site. The Secretary further advised the Board that \$1,200 was available in budgeted funds, and that an additional \$500 could be requested from the County Commissioners. After some discussion, upon motion duly made and seconded the Secretary was authorized to pay the entire amount from contingency funds.

S/C

The Board was advised that the annual audit had been completed and that copies were available for inspection. The Secretary also informed the Board that the audit would be part of the annual report now being prepared. The Board requested that the annual report be put on the agenda for the December meeting.

Upon motion duly made and seconded, the Secretary was instructed to write to Mr. Charles Hogg, informing him that the Board of Education confirms the fact that the site for the Northfield School was purchased from Percon with the alternative of condemnation.

The following communications were received by the Board:

A letter from Dr. James Dudley advising the Board that Dr. Browne of the State Department is forming a group of Maryland educators to meet with him to discuss the problems of human relations and racial tensions in the Maryland schools, and methods of improving these situations. The Board requested that they be advised of developments in this area.

A letter from Mr. and Mrs. Cosby E. Miller requesting financial assistance from the Board of Education for transportation for their child, presently attending the Gateway Preschool in Baltimore. A similar request had been directed to Mr. Zimmer by the father of Daniel Preiser, also attending a special school. It was pointed out that the county is already paying a share of the tuition for children attending special schools, but that no funds have been budgeted for transportation costs. After discussion as to what action the Board could take, upon motion duly made and seconded the Secretary was authorized to request Mr. Gilbert Miller, Supervisor of Pupil Personnel, to make a further study of these cases and to prepare a recommendation for the Board for the December meeting. Mr. Miller is also requested to formulate a policy for consideration by the Board in December, said policy to provide for these and other cases which Mr. Miller foresees in the next several years.

A letter from the corresponding secretary of the Howard County Human Relations Council expressing appreciation of the action of the Board of Education in forming a human relations committee within the school system.

A letter from the secretary of the Lisbon PTA commending the transportation department for the bus service in the Lisbon area.

A letter from Mr. Austin A. Zimmer concerning the offer made by W. R. Grace & Co. Research Laboratory, and one from Johns Hopkins Laboratories, both offering to work with the school department to provide specialized help in such fields as chemistry, physics, etc. It was pointed out that speakers from Johns Hopkins had worked with various classes at Clarksville, but on an informal basis. Members of the Board expressed the feeling that the Department of Education should make a survey of other similar resources in the county, and to formulate a program. Upon motion duly made and seconded, the Superintendent was requested to study this matter and indicate to what degree he wishes to utilize these offers in a formal program.

Z/J

A letter from Structural Clay Products Institute commending the vocational teachers in the trowel trades classes.

A letter from the Howard High School PTA concerning the acquisition of an additional piece of land for athletics. The Secretary advised the Board that he had had a survey made of the land available for purchase from Mr. Ralph Smith, and had also obtained an estimate of the cost of building a baseball diamond there. This information had been forwarded to the State Roads Commission with the request that they obtain bids for the work and proceed with finalizing this transaction.

The Secretary also advised the Board that he had written to the State Roads Commission Chairman requesting that action be taken to widen the bridge on Route 32 between Routes 108 and 29, pointing out the dangerous condition existing there. Upon motion duly made and seconded the Board authorized the Secretary to write again to the State Roads Commission, with copies to the Howard County legislative representatives, the County Commissioners, and Mr. Owings, stating that the bridge has been promised in the past, that it is hazardous, that there have been numerous collisions, and that it is extremely dangerous in view of the school bus traffic, particularly through the winter months.

The Secretary was also instructed to request installation of a light at the junction of Freetown Road and Route 32 because of increased traffic generated by the Atholton High School.

A letter from Mr. P. C. Long, Jr., concerning photographs taken in the schools. The Secretary recommended that this matter be left to the discretion of the principals of the schools, who have in the past chosen photographers on an individual basis. Upon motion duly made and seconded, the Board approved the Secretary's recommendation.

S/Z

A letter from Mrs. Florian commending the Ellicott City Elementary School principal and staff.

A letter from Mr. James P. Ryan, president of Ryland Homes, one of several companies building homes in Columbia, giving statistics on the number of families who have purchased homes, together with the numbers and ages of children. Members of the Board stated that this information was very helpful and expressed the hope that such data would be received from other builders also.

A letter from the president of the St. John's Lane PTA setting forth the need for additional room at St. John's Lane School. The Secretary advised the Board that he was confident that the Northfield Elementary School would be completed in August of 1968, and that St. John's Lane School would then lose several hundred children to the Northfield school next September. He felt that this would leave the enrollment at St. John's Lane at approximately 600, and that he could not recommend building an addition to the school. He advised the Board that he would go over the letter very carefully, but did not feel that he would be able to recommend granting the request of the PTA.

The Howard County Teachers Association had requested information concerning plans of the Board to conduct a study of insurance programs which might be made available to teachers. The Board had planned to make this study during the present school year, but funds had been deleted from the budget. The Secretary recommended that the Board approve use of funds in the amount of approximately \$2,500 to have such a study made this year, said funds to be taken from contingency. Upon motion duly made and seconded the Secretary's recommendation was approved.

J/S'

Discussion concerning the method of computing the half-month's salary authorized for elementary school principals was tabled till the afternoon, when Dr. McCullough could be present.

A letter from the Mt. Hebron PTA informed the Board that this organization planned to spend \$100 for shrubbery for the school, and requested the Board to match this amount. Mrs. Crist stated that she felt the Board should develop a policy covering such requests for matching funds, to be considered during discussions on the budget. Upon motion duly made and seconded the Secretary was authorized to accept the Mt. Hebron PTA offer, funds to come from contingency.

Z/S

The Salary Committee of the Howard County Teachers Association submitted a memorandum covering various aspects of teachers' and supervisors' pay increments. The Secretary recommended that this matter be postponed and placed on the agenda when the budget is being considered. After a brief discussion, upon motion duly made and seconded, the Secretary was requested to refer the memorandum to Dr. McCullough for further study, and to report to the Board at the December meeting.

C/J

Upon motion duly made and seconded, the Board by unanimous vote adopted the following resolution:

Z/S

WHEREAS, the Board of Education of Howard County, after considering a number of sites, has, upon the recommendation of the Planning Commission of Howard County, approved the location and acquisition of a parcel of land to be used for public school purposes; and

WHEREAS, the Board of Education of Howard County finds it necessary that the parcel of land as shown on the attached plat of the property of Joseph Leonard Knasiak and Raymond Anthony Knasiak, subject to a life estate of Joseph Knasiak and Wanda Knasiak, his wife, situate and lying and being in the Second Election District of Howard County, State of Maryland, be acquired for public use in order to construct and operate a public school; and

WHEREAS, the Board of Education of Howard County is unable to agree with the owners of said property for the acquisition of this site.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Howard County that its counsel be and he is hereby authorized and requested to take such steps under Article 77 of the Annotated Code of Maryland, as amended, and Subtitle U of the Maryland Rules of Procedure, as are necessary to institute condemnation proceedings against the aforesaid owners in order that the parcel of land may be acquired by the Board of Education of Howard County for the purposes as above set forth.

C/Z

Upon motion duly made and seconded, the Board approved the following policy:

POLICY PERTAINING TO SICK LEAVE FOR TEACHERS

RESOLVED, that by unanimous vote the Board of Education of Howard County, at its regularly scheduled meeting held on November 7, 1967, rescinds the regulation pertaining to sick leave for teachers adopted at the meeting of the Board held on Tuesday, May 11, 1967; and

FURTHER RESOLVED, that by unanimous vote the Board of Education of Howard County adopts as policy pertaining to sick leave for teachers the following:

Professional personnel in the Howard County school system shall be granted sick leave at the rate of ten (10) work days per year. The ten (10) days shall be available at the beginning of the year on September 1.

Each such professional employee who shall submit to the Board of Education of Howard County satisfactory proof of illness requiring absence from work shall be paid full salary for such absence, up to the amount of leave accumulated by the employee.

At the discretion of the Board of Education of Howard County, full or partial salary for a period of absence in excess of the rate of ten days per year on account of illness may be paid. Deductions for each day lost because of personal illness beyond the number for which full salary is paid shall be determined by dividing the yearly salary by three hundred.

Unused sick leave shall be cumulative up to a maximum of 100 days. The accumulation of unused sick leave is made retroactive to September, 1957 for all personnel presently in the system who have had service since that date.

Professionals entering the Howard County system from other systems in Maryland may transfer from their last employer unused sick leave not exceeding that which could have been accumulated by a Howard County professional with equal service.

Such transfer of sick leave shall not be acceptable if more than one year has elapsed since separation from the most recent former system.

Sick leave may not be transferred from non-public school systems except by special action of the Board of Education in unusual circumstances.

Transfer of sick leave from public school systems outside of Maryland shall be limited to that amount accumulated in the position immediately preceding employment in Howard County, but not exceeding that which could have been accumulated by a Howard County professional with equal service.

No unused sick leave may be transferred if the employee has been reimbursed for same by his previous employer.

All accrued sick leave time to be transferred shall be documented in writing.

Submitted: November 7, 1967

Approved: November 7, 1967

* * * * *

The Board was advised that the Atholton High School dedication will take place on Sunday afternoon, November 19th at 3:00 p.m. Dr. Cochran will present the building to the community. Board members are invited to attend as platform guests.

The Secretary recommended that the firm of Johannes and Murray be retained to design the additions to the Glenelg High School and Mount Hebron Middle School. Upon motion duly made and seconded the Secretary's recommendation was approved. S/C

The Secretary advised the Board that a meeting had been arranged between Mr. Hawkins, Clerk of the Board of County Commissioners, Mr. Williams and Mr. Gilbert Miller, both of the Board of Education staff, to discuss possible uses by the Board of Education of the data processing equipment owned by the County. Upon motion duly made and seconded the Secretary is requested to supply interim reports covering what areas have been discussed and the problems involved.

S/J

Copies of a report to the Superintendent from Mrs. Weatherholtz, Supervisor of School Lunch, were given the Board. Members of the Board expressed a desire to have a more comprehensive report covering various methods of providing lunches, utilizing cost accounting and other data, in order to make a decision as to the most desirable method of handling this program. The Board also expressed the need to formulate a policy governing the providing of lunches for children who, in view of the walk-in school program, would be able to go home for their lunch. Mrs. James asked the Superintendent to think of the welfare of the children, and moved that he be asked to proceed with a study of the various type services that could be rendered and at what cost. The motion was seconded, and passed, with the request that the Secretary report to the Board at the December meeting.

J/Z

Mrs. O'Neill and Mrs. Reese, whose children attend the St. John's Lane kindergarten, met with the Board to discuss transportation for their children and several others living in the same neighborhood. Mr. Fowble, Supervisor of Transportation, was requested to join the meeting and explain the factors which govern eligibility for transportation in the county. In answer to a question from Mr. Schoenbrodt, Mr. Fowble informed the Board that the average cost per child in the county is \$50 - \$56. He further explained that the State Department of Education had approved picking up elementary school children living less than a mile from school where traffic conditions on the roads they would have to use are considered dangerous. It was agreed by Mr. Fowble and the Board that the one mile requirement is unrealistic for five-year old children. However, Mr. Fowble advised the Board that he had spent that morning at the State Department of Education discussing this problem with the State Supervisor of Transportation, and that the State Department would not pay for any children being transported distances less than one mile. If the Board wishes to relax this requirement the cost will have to be borne by the county. He also pointed out that there is a time factor involved in making more stops, which might necessitate putting on additional buses for the noontime trips. After further discussion of what steps could be taken, upon motion duly made and seconded Mr. Fowble was requested to ascertain how many children would be involved and what the cost would be if the Board authorized transportation for those children who lived less than a mile from school, but who could more easily walk to and from the nearest bus stop at noontime only. The Board also moved to present a resolution to the State Department requesting that they reduce the regulation to a more realistic distance for kindergarten children. A further motion authorized the Superintendent to make a study with Mr. Fowble, and to make whatever administrative adjustments he felt desirable based on his best judgment after contacting the members of the Board.

S/J

Z/C

The Superintendent advised the Board that there is no official policy governing vacations for supervisory personnel, and that Dr. Sedlak had prepared a report covering this matter. The Board requested that a formal policy statement covering vacation time be prepared and presented for consideration at the next meeting.

C/Z

Mr. Zimmer had requested that the Board discuss the possibility of standardizing on certain areas of school construction with the goal of reducing costs where possible. He explained that standardizing on heating units, ventilation equipment, type of flooring and other similar items would not mean building schools which would be mirror images of each other, but should result in cost savings both in original purchase price and in maintenance. He then moved that the Superintendent go forward with the necessary help he requires from the staff and others if needed to draw reasonable standard specifications for school buildings and equipment so as to form a more uniform buying policy for both these items. Mrs. James seconded the motion. Mr. Yingling stated that he did not have the time to do such a study, and that in any case he felt it would not be desirable since it would contravene the Board's policy of requiring competitive bidding. The motion failed to carry by a vote of three to two.

Dr. McCullough discussed with the Board the matter of computing the half-month's salary for elementary school principals, which had been tabled at the morning meeting. After explaining what was involved in this problem, in answer to a question from Dr. Cochran he informed the Board that the question had come up at a meeting of the committee set up to study utilization of elementary school principals on a twelve-month basis. Mr. Yingling advised the Board that he felt that if the principals involved had a complaint it should be presented to him as a written document, at which time he would prepare a recommendation for the Board's action. The Board accepted Mr. Yingling's position.

Dr. McCullough answered several questions concerning State aid to Kindergartens, and clarified the provisions under which Howard County qualifies.

Mrs. Pennington met with the Board to discuss the Human Relations Committee plans. As the program is presently set up the teachers participating would have to be absent from their classes on four separate days, since most of them had stated they would not be able to attend meetings after school hours. Miss Leiter of the State Department had advised Mrs. Pennington to write a program requesting funds to support the program. However, the County would be required to meet half the cost. Mrs. James stated that as she understood it four days are involved in addition to in-service days, and that she had known of instances where students have been released to practice for chorus where there is no provision made for chorus as a regular period in the school day. She went on to say that students have been released to prepare for Christmas programs and that inasmuch as this is a vital program that needs to get off the ground she felt it would be important to provide released time if the teachers are not

able to come evenings. She further said that according to the Citizens Advisory Curriculum Committee there was considerable criticism of in-service programs as they have been carried out in the past and it had been suggested that they be drastically changed or eliminated. Mrs. James went on to suggest that this type human relations program is important enough to bring people to meetings on consecutive days to work it out. Dr. Cochran asked whether it would help matters if compensation were available to teachers to pay baby sitters, etc. Mrs. Pennington was asked to poll the members at the next meeting, which is scheduled as an in-service meeting, and ascertain whether any of them could work from 4:00 to 5:30 or at other times under the above circumstances, and advise Mr. Yingling of her findings.

The Board discussed the Library Report addressed to Mr. Yingling from Miss Mumford. The report indicated that all but two schools had approximately ten books per child, but that Howard and Atholton High Schools were below this standard, and that it would cost approximately \$30,000 to equip these two schools. Questioned whether paperback books are being used, Mrs. Hovet said that they were not to the extent hoped for. After some further discussion, upon motion by Mrs. Crist, seconded by Mrs. James, the Board authorized the Secretary to take \$10,000 from the contingency fund to be spent on books for Atholton High School. Mr. Schoenbrodt and Mr. Zimmer were opposed. Mr. Schoenbrodt asked to be shown as on record protesting making blanket allotments without knowing how the money is to be spent. The Secretary was requested to report to the Board in December on what books are being purchased.

Mrs. Hovet met with the Board to answer questions on her monthly report. Dr. Cochran asked what is required to have Howard High School attain a rating of excellent in various categories of the evaluation program. Mrs. Hovet explained that the evaluating committees almost never gave a rating of excellent, but that there were certainly some areas that needed improvement, and that this was being looked at.

Dr. Cochran then asked to what extent the EFL committee was focusing on the merits of locating middle and high schools together. Mrs. Hovet replied that she didn't think the committee had anything to do with where to locate a school, and that this was not understood to be part of their mandate from the Board. It was suggested that a closer look should be taken at the maps of the Columbia area, where middle-high school complexes are shown on a one-to-one or two-to-one basis.

S/C Mr. Smith was present to answer the questions posed by members of the Board concerning bids on equipment for the Vocational-Technical Center. Upon motion duly made and seconded the award of these contracts was approved as recommended. All bids are on file and may be inspected by interested parties.

C/S There being no further business to come before the Board, upon motion duly made and seconded the meeting was adjourned.

James E. Yingling

November 7, 1967

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Monday, November 20, 1967

A special meeting of the Board of Education of Howard County was held on Monday evening, November 20, 1967, at 8:00 p.m. at the Board offices. Those present were:

Dr. Edward L. Cochran, President
Mr. Fred K. Schoenbrodt, Vice President
Mrs. Gertrude H. Crist
Mrs. Ruth S. James
Mr. Austin A. Zimmer
Mr. John E. Yingling, Secretary

Representatives of the architectural firm of Johannes and Murray; department of education staff; members of the press; and interested citizens from the Mount Hebron and Glenelg High School districts were also present.

The President called the meeting to order and stated that the purpose was to examine and, hopefully, approve preliminary plans for additions to Mount Hebron and Glenelg High Schools, and to consider some other business relating to the building program. He then requested Mr. Loren Murray, of the firm of Johannes and Murray, to explain the plans that had been prepared.

Mr. Murray first described the additions proposed for the Mount Hebron school, consisting of six conventional classrooms, one multi-science room, one physics room, one art classroom, one automotive shop, and two exercise rooms. This would result in a total of 52 teaching stations. In addition, space for a running track and three tennis courts had been considered in planning the location of the additions to the school building. This plan was designed to equip Mt. Hebron as a senior high school comparable to the other senior high schools in the county. Using the figure of \$16.00 per square foot for construction, the cost for this addition would amount to \$365,900. Questions were raised concerning the size of the exercise room and the cafeteria. Mr. Yingling mentioned that consideration is being given to a program of satellite feeding, in which case the cafeteria kitchen would be large enough to prepare food for another school, but additional space would have to be provided for packaging. This point was deferred till later in the meeting, when the satellite feeding program would be discussed. In reply to Mr. Zimmer's statement that he felt the cafeteria was too small, Mrs. Hovet advised that four lunch shifts were planned, for which a cafeteria that size would be adequate. She explained that it was much easier to schedule four shifts than three to fit into the daily program.

Mr. Schoenbrodt questioned whether any consideration had been given in the concept of both schools to having teacher preparation rooms provided. Mr. Yingling stated that in the case of Mt. Hebron the present

guidance rooms could be used for this purpose, as the plan called for adding three new guidance rooms in the new wing. Further discussion of details was deferred until the plans for Glenelg had been reviewed.

Mr. Murray described the proposed additions for Glenelg, which would bring the total number of teaching stations to 51. The library and cafeteria would be enlarged, and two auxiliary gymnasiums and larger locker and shower rooms would provide adequate space for the projected enrollment of 1200 children. The present kitchen would be used to enlarge the cafeteria to give 4,025 square feet in that area, and a new kitchen added. The library will have an additional 1200 square feet, part of which would be used for stacks, storage of audio-visual equipment, and work space. A covered walkway will connect the rear of the two main wings.

Dr. Cochran asked what would be involved in enclosing the walkway, and Mr. Murray explained that this would in effect remove one of the means of egress from the gymnasium wing, and would not be permitted by the Fire Marshall's office. Mr. Yingling felt that some method could be worked out to solve this problem. Another request involved enlarging the portico to provide a more balanced appearance for the building, as well as a larger sheltered area for children waiting for buses.

Other points brought up by members of the audience were the need for drains in the locker rooms, grading of the baseball area in time for spring activities, and the need for the auxiliary gymnasiums to be large enough to accommodate wrestling mats. The Secretary was requested to prepare a recommendation on the leveling of the baseball field to be considered at the December meeting.

A detailed discussion on the possibility of including an auditorium in the plans for Glenelg took place, with members of the audience, the Board, and the architects participating. It was pointed out that an auditorium the size of that at Howard High School would not necessarily be practical in all high schools, but that a large area which could be used for dramatics, team teaching, and other activities requiring more than the normal classroom space, with movable partitions, might be desirable. Mr. Murray was asked to consider how these two schools could be expanded to include such an area, and at what cost.

The need for automotive shops in the high schools was discussed by Mr. Max Smith. He made a distinction between the vocational program, where the course requires three hours per day, and the so-called industrial arts program where a student in college preparatory courses might elect such a course, calling for one hour per day, as part of his preparatory training in a field such as hydraulic engineering, for example. Dr. Cochran suggested that these areas might temporarily be termed "general purpose shops" with the idea that they could be used for some sort of shop activity, and that a more careful look at the program be made during the next few months. Mrs. James asked whether this course would be useful to adults, and Mr. Smith stated that he saw no reason why the shops could not be made available for adult evening courses if teachers could be found.

In view of the fact that there are far more students interested in taking this course than can be accommodated, the vocational-technical steering committee is requested to study the problem during this school year, and to make a recommendation concerning inclusion of such a course at the vocational-technical center for vocational students, while offering an industrial arts course in the high schools.

Asked for a recommendation, Mr. Yingling said he would recommend that the architects go ahead and plan the additions to include the automotive shops, and meantime the staff would take another look at the problem and make sure the Board has all the facts before including the automotive shops in the specifications.

Mr. Zimmer moved to approve the preliminary plans for Mt. Hebron, not including the automotive shop, and subject to the changes that the architects and the Board have recommended (provision for team teaching areas, and larger auxiliary gymnasiums), the cost not to exceed \$400,000. The architects and the Superintendent are requested to take into consideration the comments and discussion, and resubmit the plans for formal approval at the December meeting of the Board. The motion was seconded by Mr. Schoenbrodt, and carried by majority vote.

Mr. Schoenbrodt moved that the Secretary be authorized to proceed with the architects to develop preliminary plans for the additions to Glenelg High School based generally on the plans presented at this meeting, but with the changes on record in these minutes (enlarge the auxiliary gymnasiums, provide large team teaching area, and enclose the walkway) at a cost not to exceed \$730,000. The motion was seconded by Mr. Zimmer and carried by majority vote. If an auditorium is recommended by the staff and architects, the Board will consider it.

Dr. Cochran emphasized that with respect to the Glenelg addition, the Board of County Commissioners had agreed to \$450,000, which is very different from the \$730,000 discussed at this meeting, and that the Board of Education has no guarantee that this will be agreed to by the county fiscal authorities. This approval is by the Board of Education with the stipulation that it still requires approval by the County Commissioners. He further said that it is felt that it is not desirable to approach the commissioners until the next set of plans is available.

The Board discussed the matter of middle-senior high school sites in Columbia. Mr. Murray explained that several years ago his firm made layouts with the idea of determining how much excavation, movement of earth, and storm drainage would be required to get school sites. At that time the school was to be a combined junior-senior high school with three grades in each section. The architects laid out a sketch of a junior-senior high school, and the planning staff at Columbia has carried this through in their plans, tying these buildings in along with their swimming pools and other community facilities in each village. However, since that time the Board of Education has adopted the middle school concept, and the committee working under the EFL grant is developing a middle school which will necessarily be an entirely separate entity, planned to house

the educational concept that the middle school child is different from the high school student. Dr. Cochran emphasized that the Board of Education is responsible for the design, building and operation of all schools, and that there is no question of where direction comes from.

After further discussion, it was agreed that the EFL committee would take another month to explore this problem with respect to the location of middle schools in relation to high schools in Columbia. In order to maintain the relative size of the middle schools and high schools at 750 and 1200 respectively, it would be necessary to have three middle schools feeding into two high schools, rather than the one-to-one relationship which Columbia had assumed to be the standard. Upon motion duly made and seconded the staff was requested to prepare a recommendation to be presented at the December meeting of the Board. The Rouse Company is asked to send a representative to this meeting.

Mr. Zimmer raised the question of plans for satellite feeding. Mr. Yingling advised the Board that he had met with Miss Weagley of the State Department of Education, and Mrs. Gelgash. They are to consult with Department of Agriculture personnel and make recommendations. He advised the Board that a workable program had been evolved, but that a decision by the Board would be necessary in order to adjust the planning of the two new middle schools in the event the Board wishes to go forward with this program. Mr. Schoenbrodt stated that one-to-one school feeding is not practical for a satellite program unless the schools are close enough to hand-carry food. Upon motion by Mrs. Crist, seconded by Mrs. James, further discussion of the satellite feeding program was deferred till the December meeting, when comparative cost figures would be available.

Mr. Murray requested direction from the Board as to which school is most important, advising that time is running out and it will be difficult to have all plans ready in time for the December 5th meeting of the Board. It is the sentiment of the Board that planning of a completely new type of middle school should be done very carefully, and that it would be better to suffer some inconvenience in opening the school than to make hasty decisions in the planning stage.

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

Z/J



November 20, 1967

Special Meeting

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Tuesday, December 5, 1967

The regular meeting of the Board of Education of Howard County was held on Tuesday, December 5, 1967 at 10:00 a.m. The following were present:

Dr. Edward L. Cochran, President
 Mr. Fred K. Schoenbrodt, Vice President
 Mrs. Gertrude H. Crist
 Mrs. Ruth S. James
 Mr. Austin A. Zimmer
 Mr. John E. Yingling, Secretary

The following were also present during all or part of the meeting:

Mary Lynch	Howard County TIMES
Louise Hawkins	Central Maryland NEWS
William Gillen	Baltimore SUN
Richard Sentner	News American
Anita Iribe	League of Women Voters

Upon motion duly made and seconded the minutes of the regular meeting of November 7, 1967 were approved as submitted.

Z/J

Upon motion duly made and seconded the minutes of the special meeting of November 20, 1967 were approved as submitted.

J/S

Additions were made to the agenda. Upon motion duly made and seconded the agenda was approved as amended.

C/J

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

Sylvia S. Eckhardt	Atholton High - Home Economics Annual Salary \$7,570 Partial Salary \$4,542 (1/1/68)
Mary Harris	Waterloo Elementary - 4th Grade Annual Salary \$5,000 Partial Salary \$3,600 (11/27/67)
Elizabeth T. Heller	West Friendship Elementary - 2nd Grade Annual Salary \$6,090 Partial Salary \$3,654 (1/1/68)
Dorothy S. Smith	Rockland Elementary - S.L.D. Annual Salary \$6,670 Partial Salary \$5,135.90 (11/13/67)

Upon motion duly made and seconded the Board approved these contracts.

Z/C

C/J

The Secretary advised the Board that Mr. Roger L. Alley had been offered the position of Administrative Assistant for Planning subject to Board approval. Upon motion duly made and seconded approval of this appointment was tabled until the January meeting in order that the Board might have time to review Mr. Alley's resume.

Upon motion duly made and seconded the Board approved the following resignations:

Margaret L. Carpenter	Waterloo Elementary - 4th Grade Person illness - effective 11/10/67 Began 9/1/67
Grover C. Cordell	Atholton High - Science Dissatisfied with assignment Effective 1/1/68. Began 9/1/67
Ann Hennigh	West Friendship Elementary - 2nd grade. Maternity - Effective 1/1/68 Began 9/1/66
Allen L. Lueck	Waterloo Middle - physical education Personal illness - effective 12/12/67 Began 4/3/67
Margy Rappaport	Elkridge Elementary - 1st Grade Maternity - effective 1/1/68 Began 9/1/65
Frances Shaw	Ellicott City Elementary - Special Ed. Maternity - effective 1/31/68 Began 9/1/67
Stella Testerman	Ellicott City Elementary - 4th Grade Marriage - effective 12/22/67 Began 4/3/67
Janet Wright	Rockland Elementary - S.L.D. Personal illness - effective 11/13/67 Began 9/1/67

The Secretary reported that no transfers or promotions had been made during the preceding month.

Bids for furnishing vocational equipment for the building trades for the Howard Vocational-Technical Center were received on Monday, October 10, 1967. The Board approved award of the following:

Graves & Humphreys	\$ 3,168.90
Brodhead Garrett	6,334.00
Carey Machinery Co.	4,785.12
Noland Company	292.00

Thompson & Cooke Co.	\$ 1,000.00
Warren Balderson	3,118.49
Cord Equipment Co.	294.00
Lincoln Electric Co.	460.80
Goldblatt	312.00
Gravely Tractor	252.00
Charles Bruning	418.00
Keuffel & Esser	657.00
Mayline	373.00
Patterson Brothers	<u>2,019.80</u>
	\$23,478.81

A list of all bids received is on file and may be inspected by interested parties.

The Board was given a list of the number of building permits issued in each election district during the month of October 1967, together with the dollar amount. The Board was also given a list of the plans received at the Howard County Planning Commission during the preceding month.

Copies of the Balance Sheet for the Board of Education as of October 31, 1967 were given the Board. There were no questions raised.

The Secretary recommended that the Board approve hiring of the principals for the Howard Vocational-Technical Center, the Bryant Woods Elementary School and the Northfield Elementary School in January 1968. He advised the Board that funds for the salary of the principal appointed for the model school had been approved under the Title III grant but not yet funded, and that money for the other two positions would have to come from the contingency fund. The Board asked whether money was available from the salary fund, and were advised by the Secretary that very little, if any, would be available from this source. After some further discussion Mr. Schoenbrodt moved that the Secretary be authorized to hire the principals for the Vocational-Technical Center, Bryant Woods and Northfield schools effective in February, 1968, provided that in the event Title III funds are not available as anticipated only one elementary school principal will be hired; and that if there is a deficit in the salary funds the Board will approve appropriating the needed money from the contingency fund. The motion was seconded by Mrs. James and carried by majority vote.

The Secretary informed the Board that the company presently insuring the automobile and truck fleet has stated that they are able to provide the same coverage at the same cost for the coming year. Members of the Board felt that a saving might be effected by having the insurance bid again and upon motion duly made, seconded and carried, the Secretary was instructed to rebid the automotive insurance.

S/C

The Board reviewed the proposed policy covering vacations for supervisory personnel. A few minor changes in wording were made, after which, on motion duly made, seconded and carried the policy was approved as follows:

C/Z

VACATION LEAVE POLICY FOR SUPERVISORY PERSONNEL

RESOLVED, that by unanimous vote the Board of Education of Howard County, as its regularly scheduled meeting held on December 5, 1967 adopted as policy pertaining to vacation for professional employees the following:

Professional personnel in the Howard County school system who are assigned on a twelve month basis, shall be entitled to vacation leave of twenty (20) working days for each year of service.

The annual leave for a given year shall be calculated from July 1 to June 30. Employees are expected to use all of their vacation time each year, vacations to be scheduled by mutual consent of the supervisor and the Superintendent.

Accumulation of vacation time from one year to the next is granted only by special permission. Not more than ten (10) days of vacation time may be accumulated in any one year up to a total of forty (40) days including vacation allowance for the current year (on a twelve-month basis).

Leave for summer school attendance may be granted on a pro-rata basis, provided that the employee's vacation is not reduced to less than five (5) days. Each request for summer school attendance must receive approval of the Superintendent.

All annual leave shall be used before the effective date of termination of employment. By special permission of the Superintendent a settlement payment may be granted not to exceed one month's salary.

Annual leave accumulated prior to the effective date of this policy may be carried over to the next school year provided that no further accumulation be permitted for such persons until the total accumulated leave time and current vacation time is reduced below the forty (40) days.

Problems not covered by the above vacation policies will be given consideration on an individual basis by the Superintendent.

Date submitted: December 5, 1967
Date approved: December 5, 1967

* * * * *

Discussion of the report covering the cost to the county to transport kindergarten children living less than a mile from school was tabled until 1:45 p.m., at which time the Supervisor of Transportation would be present.

C/Z

Discussion of the report covering transportation of handicapped children to schools outside the county was tabled until 2:15 p.m., when Mr. Miller, supervisor of pupil personnel, would be present.

C/Z

The Board was given copies of the recommendations of the Supervisory of School Lunch concerning the school lunch program. No action by the Board was required.

Upon motion duly made, seconded, and carried, discussion of the Howard County Teachers Association Salary Committee recommendations with respect to supervisors' salary scales for 1968 was tabled until the Superintendent's budget is presented for consideration.

C/S

The Board was given copies of the report from the Supervisor of Libraries covering the types of books which are being purchased for Atholton High School from funds allocated for this purpose at the last Board meeting. No action was required.

Upon motion duly made, seconded and carried, the report of the committee appointed to study 12-month utilization of elementary school principals was referred to the Superintendent for inclusion in budget discussions.

The Board received copies of the interim report of the Coordinator of the EFL committee. No action was required.

The report on use of data processing equipment by the Department of Education was reviewed by the Board. It was pointed out that although start-up costs for introducing new programs are high, the benefits are extremely profitable. The Superintendent was requested to pursue this program vigorously, and to arrange if possible to have a representative from Sperry Rand meet with the staff in an in-service program to explain what can be done in the use of this equipment.

S/J

Upon motion duly made, seconded and carried, the Secretary was requested to write to the members of the Howard County Charter Committee expressing the appreciation of the Board of Education and stating that the Board is satisfied with the final draft of the charter with respect to educational provisions.

Z/J

The Secretary's recommendation concerning the location of middle schools in Columbia in relation to high schools was tabled until 3:00 p.m., when representatives of the Rouse Company would be present to discuss this matter.

C/S

The Secretary advised the Board that Howard High School had requested a kiln and related equipment for their second art room at a cost of \$778.00, and recommended that this equipment be purchased with money from the contingency fund. Upon motion duly made, seconded and carried the Board approved the Secretary's recommendation.

C/Z

S/C The Board discussed the report from the Supervisor of Adult Education which advised that the State Department would no longer pay mileage for teachers in the basic adult education program. After careful consideration of various alternatives, the Board authorized the Superintendent to pay from contingency funds the mileage costs involved through December, and to advise the teachers in the program that this reimbursement would be discontinued at the end of December. It was felt by the Board that the practice of paying mileage should not be inaugurated and that it would be preferable to give salary increments if that is necessary to obtain teachers for evening courses.

Z/C The Secretary recommended that the Board approve the funds necessary to pay consultants' fees and any other expenses incurred in the selection of a new superintendent, same to be taken from the contingency account. Upon motion duly made, seconded and carried the Secretary was authorized to pay such bills and to render an accounting, at which time the Board will approve taking the funds from contingency.

Z/C The Secretary recommended that the date of the next Board meeting be changed to January 9, 1968. Upon motion duly made, seconded and carried, the Board approved the Secretary's recommendation, and requested that a public meeting be scheduled for 8:00 p.m. on January 9th for pre-budget hearings.

S/C The Assistant Superintendent joined the meeting to discuss his report and answer any questions the Board might have. The Board requested clarification of the proposal covering tax-sheltered annuities for teachers which was presented by the Howard County Teachers Association. After some discussion of the wording in the proposal, upon motion duly made, seconded and carried approval of the suggested resolution was tabled until further information concerning the methods of implementing this program were available.

The Director of Instruction met with the Board to answer questions on her report. She informed the Board that a meeting had been held with representatives of W. R. Grace and Company and Johns Hopkins Applied Physics Laboratories to explore means of establishing a program to utilize personnel from both these companies in a formal program which would give specialized instruction in the science areas. Mrs. Hovet explained that other disciplines would also be included, but that it was felt advisable to start with these two companies, who had already offered their assistance.

Members of the Board were given copies of the Annual Report.

Mrs. James moved that Dr. Freudenberger's report be accepted and that he be authorized to implement the recommendations he had made concerning application for the senior high school study funds, and to continue the study of the middle school phase and later continue with the high school phase. The motion was not seconded and no further action was taken.

Mr. Schoenbrodt stated that he would like to comment that the Board members might find it instructive to visit the student teacher program at the Rockland Elementary School. He said he was extremely pleased with what he saw and wants as much of this sort of program as is available.

Dr. Cochran commented that before recessing for luncheon he wished to bring to the attention of the Board that the Legislature meets in January and it will be necessary to have recommendations for bond authorization for buildings planned for 1970.

The meeting reconvened at 1:45 p.m. Dr. Cochran announced at that time that there would be a public meeting of the Board of Trustees of Howard Community College at 7:00 p.m. that evening for the purpose of approving the contract of sale for the community college site.

Mr. Fowble, Supervisor of Transportation, met with the Board to discuss the question of transportation for kindergarten children living less than one mile from school. After a thorough discussion of the steps which had already been taken to obtain aid from the State Department, and the cost to the county if transportation were to be provided without State aid, upon motion duly made, seconded and carried the Secretary was requested to address a letter to Dr. James A. Sensenbaugh, State Superintendent of Schools, with a copy to the State Supervisor of Transportation. The Secretary's letter should point out that apparently through an oversight no consideration was given to the fact that the kindergarten children would have to walk from and to school alone at the close of the morning session and the opening of the afternoon session, and emphasizing that there would be no added expense in transporting these children since they would be travelling on buses already scheduled over the same routes. The Secretary was further requested to write a second letter to the State Superintendent stating that the Board of Education of Howard County requested that next year consideration be given to relaxing the state policy that children living less than one mile from school are not eligible for transportation, at least to the extent that this applies to kindergarten children during the time when they would be unaccompanied by older children.

In the event that the State does not approve the request for immediate assistance, the Secretary is authorized to go before the Board of County Commissioners and request additional funds to provide this transportation this year.

C/2

Mrs. Gertrude Ginsburg presented a progress report on the VITAL program, and the goals which it is hoped will be attained in the future. The Board thanked Mrs. Ginsburg for her presentation and requested that a further report be made at the May meeting. A report from Mrs. Testerman, Chairman of the VITAL committee, will be available to the Board at the January meeting.

Mr. Gilbert Miller, Supervisor of Pupil Personnel, and Mr. Herman Preiser met with the Board to discuss further aid to parents of handicapped

children who are attending schools outside the county. Mr. Preiser, whose son attends the Greig School in Montgomery County, gave the Board detailed information on the costs involved in such circumstances, and requested that the Board not only consider immediate aid for all families, but that a program be developed for educating these children in Howard County schools. It was agreed that this is a desirable goal, and that a comprehensive study with expert assistance would be necessary. It is possible that federal and state funds may be available for such a program. Upon motion duly made and seconded the Board approved raising the total amount of aid available under the present formula to provide an additional amount of money to those families with the highest tuition costs.

Mr. William Finley and a member of his staff met with the Board to discuss the plans for middle and high schools in Columbia. Columbia is presently setting aside fifty acre sites for a middle and high school in each village. The discussion included the possibility of enlarging the presently planned middle school to accommodate 900 students rather than 750. Mr. Loren Murray, the architect working with the EFL committee on the design of the middle school, advised that the time required to do this would make it impossible to open the school in September 1969. It was agreed by Mr. Finley and members of the Board that this was not desirable and the consensus was to proceed with the present plans in order to have the first middle school in Columbia ready on schedule. The Secretary recommended that the committee proceed with this school for 750 pupils and that the staff make its final report to the architects on this and the middle school planned for the Second Election District before the Christmas holidays. He further recommended that funds be obtained to plan the high school, planning to start in January 1968 if possible. Mr. Zimmer moved that the Board accept the Superintendent's recommendation to build two new middle schools designed for 750 pupils. The motion was seconded by Mrs. Crist and carried.

A second motion by Mr. Zimmer, seconded by Mrs. Crist, authorized the staff to develop a proposal to Educational Facilities Laboratories for a grant to study the design of two new high schools, one freestanding and the second a middle-high school complex. A size study is to be part of this proposal.

Mr. Finley requested approval of the Board to proceed with planning of the Oakland Mills village with a 50 acre site provided for public school facilities. Upon motion duly made, seconded and carried the Board agreed that it is interested in acquiring a site of the order of 50 acres plus in the center of Oakland Mills for use for public school facilities.

Mr. Carl Bevard, president of the Howard County Teachers Association, presented the Board with copies of a recommendation on professional negotiation. He requested that this subject be placed on the agenda for the January meeting, at which time the Board would have had an opportunity to study the recommendation. The Board thanked Mr. Bevard, and requested the Secretary to include this item in the agenda for the January meeting.

Mr. Murray and Mr. Loren presented the revised preliminary plans for the additions to Mount Hebron and Glenelg High School. After some discussion the Secretary recommended that the preliminary plans for Mt. Hebron be approved with the automotive shop deleted and with the understanding that the auditorium is shown merely to indicate how such a facility might be added in the future. Upon motion duly made, seconded and carried the Board approved the Secretary's recommendation.

C/Z

After some discussion of the alternate locations suggested for an auditorium at Glenelg, the Secretary recommended that the Board authorize the architects to proceed with the plans as presented, including the auditorium in the courtyard and excluding the automotive shop. Upon motion duly made, seconded and carried the Board approved the Secretary's recommendation.

C/J

Mr. Schoenbrodt then moved that a similar auditorium-teaching facility be built at Mt. Hebron. The motion was seconded by Mr. Zimmer and carried by majority vote.

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

C/Z

John C. Feigley

December 5, 1967

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