

CARROLL COUNTY PUBLIC SCHOOLS

ANNUAL



REPORT

2010



# A MESSAGE FROM THE SUPERINTENDENT

Our Annual Report of 2010 not only contains general information about our school system, but reports on the many accomplishments of our students as well. With the help of our school community, we continue to be recognized as one of the top performing and efficient school systems in Maryland. Regardless of the fiscal challenges and changing federal education law, our goal is to ensure that **all** students meet high academic standards and graduate career or college ready.

Our excellent staff remain dedicated to providing our students with an outstanding educational experience. We are very fortunate here in Carroll County to have a wonderful community that supports education and goes above and beyond to support our schools.

I hope you take the time to browse through this report. After even a quick review, I think you will be able to see why we have such an outstanding school system and why we are known for our commitment to quality education.



I am honored and proud to be the Superintendent of this great school system. If you would like additional information that is not contained in this report, please visit our website at [www.carrollk12.org](http://www.carrollk12.org) or contact our Office of Community and Media Relations at 410-751-3020 or [publicinfo@carrollk12.org](mailto:publicinfo@carrollk12.org).

**Stephen H. Guthrie**  
Superintendent of Schools

## MISSION STATEMENT

**The mission of Carroll County Public Schools is to ensure that every student can thrive as a responsible citizen in a changing world by providing rigorous and challenging curriculum in partnership with quality staff, caring families, and supportive community members.**

# BOARD OF EDUCATION OF CARROLL COUNTY 2009-2010



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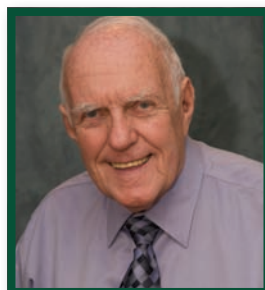
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**Charles I. Ecker**

Superintendent

*Please note: This list of Board members reflects those who were in office during 2009-2010. Please visit our website for a list of current Board members.*



**Elizabeth Welliver**

Student Representative (2009-10)

## **IMPROVE STUDENT ACHIEVEMENT:**

All students will achieve at or above grade level through a rigorous, articulated, and aligned instructional program, and all students will be provided the skills necessary to meet the challenges of the 21st Century global community.

## **OPTIMIZE RESOURCES:**

Carroll County Public Schools will make maximum, effective, and efficient use of fiscal, human, and facility resources, which align with and support student achievement.

# GOALS

## **PROVIDE A SAFE AND ORDERLY ENVIRONMENT:**

All schools will provide a safe and orderly environment for all students and staff.

## **STRENGTHEN COMMUNICATION AND UNDERSTANDING:**

Carroll County Public Schools will communicate openly and honestly to foster a trusting and supportive relationship with parents, community members, business

and public officials, and to foster mutual appreciation and respect for the diversity and commonality of our students, staff, and community.

## **ENGAGE IN A PROCESS OF SCHOOL IMPROVEMENT:**

Carroll County Public Schools will align all school and system actions with the Objectives and Indicators of the CCPS Comprehensive Master Plan, while continuing to measure performance and ensuring all actions and decisions are contributing to the attainment of the Objectives and Indicators.

# BOARD OF EDUCATION HIGHLIGHTS

## July 2009

- Recognition of 79 retirees with a combined 2,064 years of service
- Approval of Middle School Program of Studies
- Approval of membership of the Teacher Advisory Council, Special Education Citizen's Advisory Council, Curriculum Council, and Advisory Council on Career and Technology Education
- Approval of revisions to Board Policy ACD – Religious Observances
- Approval of construction planning committees for the Mt. Airy Middle School modernization/addition and for the Westminster Elementary open space enclosures

## August 2009

- Approval of contracts for football, soccer, and basketball officials
- Approval of child care leases for before and after school child care
- Approval of transfer of school bus contracts
- Approval of schematic design for the Robert Moton Elementary kindergarten addition

## September 2009

- Approval of Board Policy FF – Naming of Public School Facilities

## October 2009

- Approval of 2009 Comprehensive Master Plan
- Approval of High School Program of Studies 2010-2011
- Approval of Comprehensive Maintenance Plan for Educational Facilities
- Approval of Legislative Position Statements
- Approval of Curriculum Guides 2009-2010
- Approval of 2010-2011 School Calendar
- Approval of revisions to Board Policy CN – Quality Assurance Reviews
- Acceptance of the Independent Auditor's Report FY2009 and the Annual Financial Report (Single Audit) for FY2009
- Approval of design development submission for the Robert Moton Elementary kindergarten addition
- Approval of revisions to Board Policy CCA – Table of Organization

## November 2009

- Approval of educational specifications for Westminster Elementary School's open space enclosures
- Appointment of two Audit Committee members

## December 2009

- Election of Barbara J. Shreeve as President and Jennifer A. Seidel as Vice-President of the Board of Education
- Approval of the contract for a Superintendent's search firm
- Approval of schematic design for the Westminster Elementary open space enclosures
- Approval of transfer of school bus contract
- Approval of deletion of Board Policy IGE – Senior Citizen Participation in Adult Education Classes

- Approval of revisions to Board Policy JIBB – Student Representative on Board of Education
- Ratification of Bargaining Unit Agreements 2009-2010 retirement notification stipend and family leave extension
- Approval of transfer of Deed for Manchester Valley High School Property

## January 2010

- Approval of Board Policy IHBA – Physical Education and Athletic Programs for Students with Disabilities
- Approval of Ethics Panel reappointment

## February 2010

- Approval of Ethics Panel appointments
- Approval of construction documents for the Robert Moton Elementary School full-day kindergarten addition
- Approval of construction documents for the Westminster Elementary School open space enclosure project

- Approval to retain Independent Auditor
- Approval of recommendation of replacement option for Mt. Airy Middle Modernization Project
- Approval of FY11 Operating Budget

## March 2010

- Approval of CCPS 2010-2011 Goals, Indicators, Objectives, and Expectations
- Approval of revisions to Board Policy JIBB – Interscholastic Fee
- Approval of student appointments to the Career and Technology Education Advisory Council

- Approval of contract for Westminster High School Parent Booster Class of 2011
- Approval of Deed of Easement and Perpetual Maintenance Agreement for stormwater management facility – Westminster High School and Carroll County Career & Technology Center
- Appointment of Stephen H. Guthrie as Superintendent of Schools for a four-year term effective July 1, 2010

## April 2010

- Approval of National School Boards Association National Affiliate fees
- Approval of change order for the Mt. Airy Elementary School roof replacement project/structural modifications
- Approval of revisions to Board Policy JEB – Age for School Attendance
- Approval of right of entry and indemnification agreement for City of Westminster
- Approval of educational specifications for the Mt. Airy Middle Replacement School project

## May 2010

- Presentation of a proclamation for outgoing student representative Elizabeth L. Welliver



*Sharon Adedeji, Carroll County Teacher of the Year for 2010, works with students at Century High School.*

- Approval of FY11 Operating Fund Budget by Category
- Approval of FY11 Food Service Fund Budget
- Approval of FY11 Debt Service Fund Budget
- Approval of revisions to 2010-2011 School Calendar
- Approval of revisions to Board Policy ICA – School Calendar
- Approval of revisions to Board Policy IKAB – Grading, Homework, and Communicating Student Achievement
- Approval of the 2010-2011 non-union affiliated employee salary scales
- Approval of 2010-2011 substitute teacher and hourly rates
- Approval of changes to retiree health insurance subsidy
- Approval of Carroll County Special Education Staffing Plan 2010-2011
- Approval of summer child care leases

### June 2010

- Seating of Samson A. Fowler, a junior at Francis Scott Key High School, as the student representative to the Board of Education
- Approval to retain legal counsel FY2011
- Approval of additional legal fees FY2011
- Approval of transportation services reimbursement formula
- Approval of the Educational Facilities Master Plan 2010-2019
- Approval of revisions to Board Policy GBK – Appeal of Medical Plan Administrator Decisions
- Approval of textbooks and instructional materials for 2010-2011
- Approval of consultant contract with Youth Service Bureau Mental Health/Social and Emotional Foundations of Early Learning Coordinator for the Judy Center
- Approval of contract with GHE Healthcare, Inc. for the Employee Assistance Program

## 2010 DIVISION OF INSTRUCTION ACCOMPLISHMENTS

### CURRICULUM, INSTRUCTION AND STAFF DEVELOPMENT

- The elementary phonics curriculum was revised to include a rationale, scope and sequence, and model lessons for teaching phonics. In addition, a schedule was created to guide teacher planning and incorporate research-based strategies for the explicit instruction of phonics.
- High school English teachers assessed student writing using county formative and summative assessments. Writing assessment prompts are modeled after prompts found on the SAT and AP English Literature and Language examinations.
- A partnership between Carroll County Public Schools Career and Technology Education and Maryland Public Television gave students in Financial Literacy classes at Winters Mill and Liberty High Schools the opportunity to participate in SCOPE (Students Create Original Projects to Educate). Students created digital media that demonstrated their content knowledge and were used to teach key financial literacy concepts to younger audiences.
- The Carroll County Public Schools Office of Career and Technology Education and the Carroll Community College Miller Entrepreneurial Institute hosted the second annual entrepreneur conference, “Going Global!” High school students interested in starting a small business attended this conference.
- Northrop Grumman hosted twenty administrators and middle school counselors to experience firsthand authentic applications of Science, Technology, Engineering and Mathematics (STEM).

The goal was to increase awareness and knowledge about engineering-related careers in schools.

- During the 2009-2010 school year, 51 CCPS students took Advanced Placement Exams in music and art. The percentage of students scoring a 3 or better was slightly above 84%.
- High school music groups continued to score above standard during the annual assessment. The standard is a 4 on a scale of 5. The average for CCPS high school groups for 2009-2010 was 4.56.
- CCPS High School Dance Companies shared their art at the Celebration of Dance at Carroll Community College in May. Twenty pieces were performed. The piece “Inspired” that was performed by the Winters Mill High School Dance Company was selected for inclusion in the Maryland Dance Showcase at Goucher College in January 2010.
- Secondary science students were challenged to extend their content understanding to application projects. These application projects include extensive integration of technology strategies. Some of these technologies include Gel Electrophoresis, electronic interfacing, GIS and GPS location and mapping strategies, video conferencing, the establishment of Chestnut tree research orchards on school campuses, and aquatic tank technologies in both middle and high schools.
- The third grade elementary social studies curriculum was piloted and revised for full implementation during the 2010-11 school year. The new curriculum is aligned to the state social studies standards and includes additional technology and literacy standards as appropriate.
- Four students from East Middle attended space camp courtesy of Northrop Grumman.
- A team of teachers and Northwest Middle School and Taneytown Elementary School are part of a statewide project that is providing hands on learning experiences for students using GIS software and interactive technology.
- West Middle School students attended the “Easy as Pi” program at the Society of Engineers in Baltimore.
- The annual Envirothon was held at Bear Branch which brought together students from each of our high schools to compete in environmental issue projects.
- Engineering is Elementary units were piloted in third and fourth grade. A group of curriculum writers received professional development, piloted lessons and is integrating additional science and mathematics objectives into the units.
- Environmental Issue Investigation has been added to the third grade curriculum.
- Wild School Grounds summer workshop was offered to teachers in kindergarten and third grade. This workshop gave teachers an opportunity to build their content knowledge and learn about Environmental Issue Investigation.

# 2010 DIVISION OF INSTRUCTION ACCOMPLISHMENTS

- A motivational program entitled “You Need to Know Math” was launched to help students at young ages realize the importance of doing well in mathematics at all levels. Posters with images of our high school students involved in various extracurricular activities could be found hanging on walls around our elementary schools with the message that no matter what your interest or talent, you need to know math.

## ELEMENTARY SCHOOLS

- Carrolltowne, Charles Carroll, Cranberry Station, Eldersburg, and Manchester Elementary Schools were recognized as Maryland PBIS Gold Schools. Elmer Wolfe, Hampstead, and Winfield Elementary Schools were Silver Schools, and Ebb Valley, Friendship Valley, and Robert Moton Elementary Schools were Bronze Schools.
- Cranberry Station Elementary School received the International Reading Association’s State of Maryland Exemplary Reading Program Award.
- Hampstead and Parr’s Ridge Elementary Schools were certified as Maryland Green Schools, and Eldersburg Elementary School received recertification.
- Cranberry Station, Piney Ridge, and Taneytown Elementary Schools scored 100% proficient/advanced in fourth grade reading scores on the Maryland State Assessments.
- Piney Ridge Elementary School was named a Maryland School of Character. Eldersburg Elementary School received Honorable Mention.
- Parr’s Ridge Elementary School received the Mae I. Graham Award for Elementary Library Media Programs.
- Runnymede Elementary School made and donated just over 100 blankets to Project Linus, and the entire school participated in a walk for Carroll County Food Sunday raising over \$12,000.

## MIDDLE SCHOOLS

- Carroll County’s middle school students ranked first in the state in reading achievement.
- Sykesville Middle School students Colleen Carroll and Ashley Vrzak swept the secondary division in the Martin Luther King writing contest.

- Sykesville Middle School students took all top honors in the American Legion writing contest. Mara Wedekind went on to win first place in the district contest.
- East Middle School was awarded 2010 Green School status.
- Three West Middle School students achieved runner-up awards in the 2010 Martin Luther King Essay Contest along with an eighth grade student who won the Random House Award.



*Superintendent of Schools Stephen Guthrie visits with elementary students.*

- Oklahoma Road Middle School’s Robotics Club entered three teams into the FIRST Lego League Qualifier.
- West Middle School teacher Ken Mihalyov was awarded the Maryland Recyclers Network, Dwight Copenhaver Recycler of the Year Award and was a runner-up for the national 2009-2010 Disney Planet Challenge.
- Tom Hill, principal at West Middle School, received the 2010 Maryland Association of Student Councils Wayne Perry Maryland Principal of the Year Award. Mr. Hill was also honored as the recipient of the Maryland Recyclers Network 2010 Outstanding Environmental and Community Leadership Award.
- Virginia Savell, principal at Mt. Airy Middle School (retired), received the 2010 Rita Board Dowd Carroll County Principal of the Year Award.
- Steve Heacock, principal of the Carroll County Outdoor School, and the instructional team were recognized for regional and statewide leadership in the Maryland Environment Literacy Initiative. The Carroll County Outdoor School was also recognized by the Chesapeake Bay Trust and the Children in Nature Coalition as a model of Best Practices in Environmental Education.
- The Carroll County Outdoor School, in collaboration with the CCPS Education Foundation, was awarded a \$250,000 grant from the National Oceanic and Atmospheric Association for its system-wide environmental education program.

## HIGH SCHOOLS

- Carroll County's scores on the High School Assessments continued to be among the top in the state.
- Sixty-six percent of high school students taking the Advanced Placement (AP) Examination earned a score of 3 or better, the standard for earning college credit. Students took a total of 2,192 AP examinations in thirty different subject areas.
- Certificates of Achievement in career and technology programs were awarded to 547 seniors.
- A total of 2,359 students graduated from Carroll County high schools with the Class of 2010.
- The county composite ACT score was 23.0. This is an increase of 0.3 over last year and continues to be above the state composite average of 22.3.
- Carroll County seniors scored above the state and national average on the "new" SAT. This incorporates testing in critical reading, mathematics, and writing.
- The average high school attendance rate in 2010 was 94.9%.
- Student athletes won six team state championships and twenty individual state championships.
- Carroll County's dropout rate of 0.94% was the lowest in the state. The state average was 2.5%.
- The county graduation rate of 95.31% was the highest in Maryland. The state average was 86.55%.

## SPECIAL EDUCATION

- Services were provided to more than 3,000 students with disabilities.
- The Transition Connections Program and the Vocational Opportunities for Independent Change and Empowerment Programs strengthened community partnerships and increased opportunities for a variety of work-based experiences in the community.
- Special Education began using a new initiative developed in conjunction with the Maryland Seamless Transition Collaborative project titled Focus on the Future, a curriculum to help promote self-advocacy skills in high school students receiving special education services.
- All Early Childhood Special Education teachers and assistants were trained in the Social and Emotional Foundations for Early Learning initiative and parent training sessions were held as well.
- The Carroll County Early Childhood Consortium was expanded to include more than 30 community agency partners as members.
- Carroll Springs School developed a partnership with Carroll County Career and Technology Center to have nursing assistant students do internships at Carroll Springs School.

## MINORITY ACHIEVEMENT AND INTERVENTION PROGRAMS

### Early Childhood Education

- Parents as Teachers Certified Educators visited over 363 families, providing home visits, as well as group socializations, to children and their parents. The nationally recognized Parents as Teachers curriculum for children 0 to 5 was used.
- Come Learn with Me groups were located at Northwest Middle, Ebb Valley and Carrolltowne Elementary Schools. Parents and children who attended learned activities to enhance skill development so that children will enter school ready to learn.

### Education That Is Multicultural (ETM)

- A cultural proficiency team was identified to provide inservices to assistant principals and central office administrators focusing on diversity issues. This is year two of a three-year seminar on cultural proficiency.



- The Annual Middle and High School ETM Student Leadership Conferences were held. Students learned about strategies to eliminate bullying, harassment and discrimination.
- The Tenth Annual ETM/ESOL Summer Institute featured Mr. Frank Kros from the Upside Down Organization. Participants learned about brain research and how that information impacts positive relationships between young people and adults.
- Parent Guides have been identified for each region. They are volunteers, trained by CCPS, to be a support for parents. This support can take many forms – assistance in navigating the school system, knowing where to get answers to questions, or helping to identify the right person to solve a problem.
- Two Minority Family Forums were held. The fall Minority Family Forum focused on student successes in CCPS. The spring Minority Family Forum showcased a student panel who discussed their experiences in CCPS.

# 2010 DIVISION OF INSTRUCTION

## **English for Speakers of Other Languages (ESOL)**

- Individualized, high-quality professional development was provided to school-based and central office staff, as well as community organizations. Topics included differentiating instruction for ELLs, cross-cultural communication, language difference vs. learning disability and bridging the home/school connection.
- The ESOL Program worked collaboratively with the Department of Special Education to establish and implement procedures for identifying ELLs who have special needs. In addition, professional development was provided in the area of special education for MSDE ELL Supervisors, as well as other staff throughout the state.
- District-wide foreign language interpretation/translation services were provided for school system faculty and families.
- Home/family visits were provided for ELL and immigrant families.

## **Gifted and Talented**

- Identified elementary students received differentiated instruction in reading, language arts and mathematics from highly qualified gifted and talented resource teachers.
- Professional development was provided to school-based staff on differentiation to address special populations of learners.
- Parent groups continued to expand on parenting gifted learners.
- Increased enrichment opportunities have been provided at the middle and high school levels for highly able students.

## **High School Dropout Prevention**

- Through this initiative, over 1,035 students received extra academic support during the 2009-10 school year.
- This program also enabled 122 students to recover credit for courses they had previously failed.

## **Judy Center Partnership**

- Judy Center Partnership served 1,642 children countywide.
- Ninety-seven percent of Robert Moton Elementary's Kindergarten students were assessed as proficient and "ready to learn" based on the MMSR WSS ratings. This was a 15% increase from FY09.
- Ninety-two percent of Taneytown Elementary's Kindergarten students were assessed as proficient and "ready to learn" based on the MMSR WSS ratings. This was a 16% increase from FY09.

- CCPS was invited to participate in the Parents as Teachers International Conference to present the countywide PAT model to the Maryland State Child Care Association Conference.

## **Middle School Math and Reading Intervention Programs**

- All 9 middle schools received funding for math and reading interventions.
- Through this initiative, approximately 412 students were provided additional support in reading; over 750 students were provided additional support in math.
- On average, over 50% of the participating students who received support more than once a week achieved greater than one year's progress.

## **Prekindergarten Program**

- The program has 13 classes at 9 sites; 231 children were enrolled. Approximately 88% of the children were from low income families.
- Prekindergarten teachers continued to participate in professional development specific to prekindergarten. Head Start teachers were invited to join professional development.

## **Title I**

- Title I schools decreased from six to four schools in school year 2009-2010.
- Cranberry Station Elementary received the State of Maryland Exemplary Reading Program Award. Robert Moton Elementary received the 2009 Maryland Performance Award for increased achievement in subgroups on MSA.
- The number of students serviced by the 4 Title I Targeted Assistance elementary schools in 2009-10 follows:

<b>Program</b>	<b>Number of Students</b>	<b>Number of Students</b>	<b>Number of Students</b>	<b>Number of Students</b>
	<b>2006-2007</b>	<b>2007-2008</b>	<b>2008-2009</b>	<b>2009-2010</b>
<b>Title I</b>	<b>411</b>	<b>454</b>	<b>478</b>	<b>277</b>
<b>Summer School</b>	<b>159</b>	<b>179</b>	<b>173</b>	<b>150</b>
<b>Before School</b>	<b>30</b>	<b>23</b>	<b>28</b>	<b>0</b>
<b>After School</b>	<b>100</b>	<b>119</b>	<b>153</b>	<b>0</b>

# ACCOMPLISHMENTS

## **Volunteer Program**

- Parents/guardians, family, community members, and business partners were actively involved in efforts to support student achievement through various volunteer opportunities.
- Approximately 15,700 registered volunteers donated over 110,000 hours of service.

- The automated external defibrillator program was expanded to include all schools and training programs were held for administrators.
- FluMist vaccine Seasonal/H1N1 was provided to elementary and middle schools.



## **STUDENT SERVICES**

- Bullying Prevention and Response Training was provided to all school-based administrators.
- Services at Crossroads Middle, including counseling services and a transition program, were increased.
- A partnership was developed between the PRIDE program and Friendship Valley Elementary School to enhance PRIDE transitioning services and staff professional development.
- A social work program was developed to provide clinical services to students and families.
- Cyber bullying and safety presentations were provided for staff and parents.
- Carroll County Public Schools staff planned the Regional Western Maryland School Counselor Conference, which was attended by staff from the five western counties and featured a nationally renowned keynote speaker.
- The continuing education fair had record attendance and participating college representatives.
- The Character Education/Discipline Committee implemented a county-wide student survey on school climate, resulting in an emphasis on bullying and student-to-student respect.

- Service-Learning
  - The 2010 graduating class averaged 176 volunteer hours.
  - “A Day On, Not a Day Off” was held on the Martin Luther King, Jr. Holiday in partnership with McDaniel College, The Dr. Ira Zepp Center for Peace and Non-Violence, and the Department of Minority Achievement and Intervention Programs.
  - The school system partnered with Shepherd’s Staff to provide support for programs such as the back to school program.
- Carroll County Student Government Association
  - The CCSGA raised the most funds in the state for the MASC State Charity Johns Hopkins Sarcoma Research Program.
  - West Middle School was recognized as the Maryland Association of Student Councils’ Felix Simon Award recipient.

# PERFORMANCE & ASSESSMENT

## SAT SCORES

	Critical Reading	Math	Writing	Total	% of Graduating Seniors Tested
Carroll County	517	529	506	1552	56%
Maryland	501	506	495	1502	70%
Nation	501	516	492	1509	47%

## MARYLAND SCHOOL ASSESSMENTS (MSA)

### Reading

	2008 State Ranking	2009 State Ranking	2010 State Ranking
Grade 3	2nd	4th	7th
Grade 4	5th	5th	4th
Grade 5	2nd	5th	1st
Grade 6	1st	1st	1st
Grade 7	1st	3rd	1st
Grade 8	2nd	4th	2nd

### Mathematics

	2008 State Ranking	2009 State Ranking	2010 State Ranking
Grade 3	2nd	3rd	3rd
Grade 4	2nd	2nd	4th
Grade 5	2nd	2nd	2nd
Grade 6	2nd	1st	1st
Grade 7	3rd	5th	6th
Grade 8	7th	6th	9th

### Science

	2008 State Ranking	2009 State Ranking	2010 State Ranking
Grade 5	1st	2nd	5th
Grade 8	3rd	1st	4th

## OVERALL MSA RANKING

County	2008 State Ranking	2009 State Ranking	2010 State Ranking
Calvert	4th	2nd	1st
Carroll	1st	4th	2nd
Howard	3rd	1st	3rd
Frederick	6th	5th	7th
Harford	12th	10th	11th
Washington	11th	9th	13th
Baltimore County	17th	15th	16th

Additional information on performance and assessment can be found at [www.mdreportcard.org](http://www.mdreportcard.org).

# 2010 DIVISION OF ADMINISTRATION ACCOMPLISHMENTS

## FACILITIES

- The enclosure of classrooms at Northwest Middle School was completed.
- The kindergarten additions at William Winchester and Winfield Elementary Schools were completed.
- The Mt. Airy Elementary School roof replacement was completed.
- Construction continued for the Westminster High School HVAC upgrades.
- Planning progressed for the Mt. Airy Middle School replacement facility.
- Construction activities commenced for the kindergarten addition at Robert Moton Elementary School and the open space classroom enclosures at Westminster Elementary School.

## FINANCE

- The Carroll County Health Department's Bureau of Environmental Health presented Certificate of Merit Awards to 27 school cafeterias. This award recognized outstanding food service facilities.
- The Purchasing Department utilized the services of Creative Recycling for removal and recycling of obsolete technology equipment, which has avoided fees for equipment removal and generated income for the school system.
- The Finance and Payroll Departments began reimbursing employees for tuition and direct dental reimbursements on a biweekly basis, via payroll. The new pay method effectively reduces printing and postage expenses.
- The school system was awarded 25 grants totaling over \$1.8 million for a variety of initiatives, including environmental education, sexual harassment prevention, school readiness, STEM (Science, Technology, Engineering, and Mathematics) education, and special programs for students with disabilities. These grants were above and beyond those the school system receives under various formula aid programs. In addition, CCPS received approximately \$6 million through the American Recovery and Reinvestment Act for special education spanning two and one-half years.



*Baltimore Ravens linebacker Jameel McClain visited Manchester Elementary School to kick off the NFL Play 60 Challenge.*

## HUMAN RESOURCES

- Staffing for all positions for school year 2010 continued to be a major focus for the Department of Human Resources. Budgetary constraints and declining student enrollment caused a restructuring of some administrative/supervisory functions and caused an overall reduction in the number of teaching positions needed.
- Vacant teaching positions were filled by transferring current teachers and central office administrators to positions for which they were well qualified, and as a result, hiring new teachers declined by 50%. It was still necessary to fill any excess teacher vacancies with candidates recruited from a number of job fairs held at colleges and universities. Overall, as student enrollment continues to decline, it is anticipated that fewer teachers will be hired in the future.

## TECHNOLOGY SERVICES

- A new Student Information System, eSchoolPLUS, was installed and configured to replace the discontinued Pearson product, SASI. Ten years of student data was converted from SASI to eSchoolPLUS and plans were developed and implemented to provide training on the new product as well as additional resources (reports, user guides, etc). The eSchoolPLUS security model was integrated into the existing User Management System to ensure continued FERPA compliance.
- Carroll County Public Schools continued to lead the efforts of the Carroll County Public Network (CCPN) consortium in the implementation of a county-wide fiber-optic network. The CCPN is a joint effort of the Information Technology departments of Carroll County Public Schools, Carroll County Government, Carroll County Public Library, and Carroll Community College. The CCPN

# 2010 DIVISION OF ADMINISTRATION ACCOMPLISHMENTS

managed the project with Skyline Network Engineering, LLC. Construction on the primary fiber backbone began in the spring of 2008 and 37 CCPS sites are now online. Substantial cost savings are already being realized with the connection of the four primary partners and the elimination of leased line costs.

- Technology Services continued with the successful implementation of the Five Year Computer Replacement Cycle. This included the purchase and integration of over 1,500 computers for the past fiscal year and close to 13,500 over the last 8 years. The Technology Services HelpDesk completed over 20,000 service requests.
- The Technology Services Department completed many key projects dedicated to the enhancement of the CCPS technology infrastructure. A very significant project, the migration of our core network operating system from Novell to Microsoft Active Directory/Exchange, was completed for the start of the 2010-2011 school year.



- Additional improvements furthered the Technology Services Department's goal of creating a robust, reliable, and scalable infrastructure to meet the needs of Carroll County Public Schools students, staff, and parents. These upgrades included:

- ✓ Server virtualization
- ✓ System-wide surveillance project
- ✓ Expanded and upgraded VPN infrastructure
- ✓ Initial build-out of Backup Data Center
- ✓ Development and release of web-based Discipline System
- ✓ Intelligent Classroom upgrades
- ✓ Implementation of numerous instructional software packages.

## TRANSPORTATION SERVICES

- A total of 26,752 students were identified as eligible for transportation and were delivered safe, timely, adequate and efficient school bus service to a total of 67 school locations.
- Over 600 drivers and assistants were provided pre-service and in-service training covering topics such as driving skills, pre-trip and post-trip inspection, accident prevention, first aid, use of special needs equipment, bullying and student behavior management strategies.
- 365 school buses were inspected four times throughout the year.
- New transportation routes were created and implemented to service the new Manchester Valley High School.



# HUMAN RESOURCES

The Department of Human Resources continued to serve employees of the Board of Education in matters pertaining to their employment. At the end of the fiscal year, the total number of employees in the school system was approximately 3,641. The positions were distributed among employee groups as follows:

<b>Teachers/RNs/School Counselors</b> .....	<b>2164</b>
<b>Administrators and Supervisors</b> .....	<b>188</b>
<b>Directors, Assistant Superintendents</b> .....	<b>14</b>
<b>Other Professional Employees</b> .....	<b>85</b>
<b>Clerical/Secretarial</b> .....	<b>267</b>
<b>Instructional Assistants/Paraprofessionals</b> .....	<b>385</b>
<b>LPNs</b> .....	<b>11</b>
<b>Bus Drivers/Bus Assistants</b> .....	<b>12</b>
<b>Food Service Employees</b> .....	<b>175</b>
<b>Maintenance/Custodial Employees</b> .....	<b>340</b>

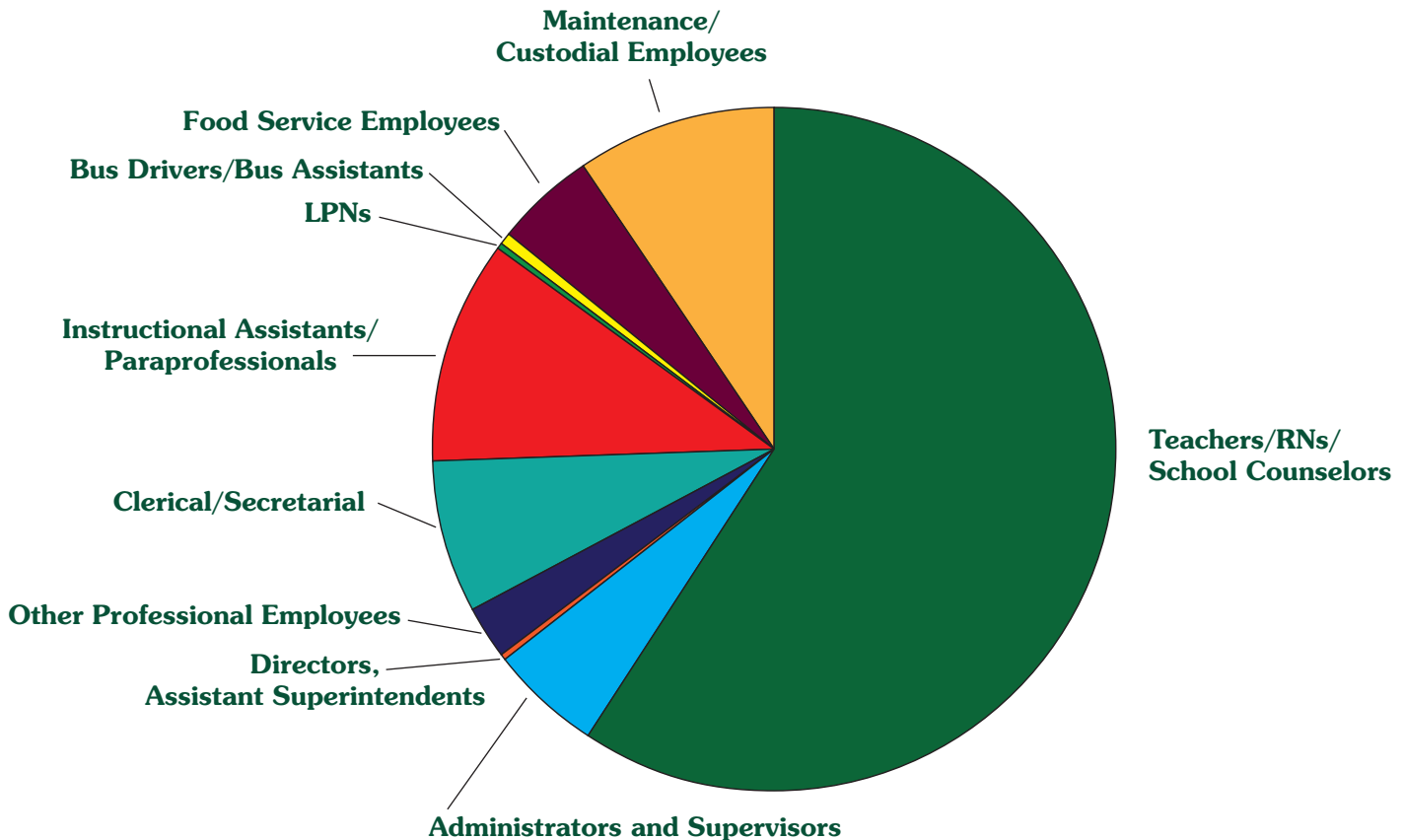
## STAFFING 2009-2010\*

Teachers New to the System .....	83
New Teachers Who Completed Training in the State of Maryland.....	52
New Classified Employees .....	31

## Departure Rate

Professional Employees.....	5.95%
Classified Employees.....	5.96%

\* Figures obtained from the Hiring/Departure Analysis



# TRANSPORTATION SERVICES

For the 2009-2010 school year, over 26,700 Carroll County Public Schools students rode to and from school on a total of 302 school buses encompassing over 5,383,000 annual miles. Every bus is thoroughly inspected four times during the school year according to standards established by the Maryland Motor Vehicle Administration and the Maryland State Department of Education. All CCPS school bus drivers must pass a stringent physical examination on an annual basis. They must have no criminal history and are subject to random, reasonable cause, and post-accident drug/alcohol testing. All drivers receive a minimum of six hours in-service training annually.

## Regular Transportation

Total number of schools served .....	44
Total number of buses .....	235
Total number of miles driven daily .....	19,074
Total number of miles driven yearly .....	3,433,231
Total number of regular education students transported .....	25,815
Total number of non-transported students .....	772
Total regular education transportation budget .....	\$12,651,363
Total average daily cost .....	\$70,285
Cost per mile .....	\$3.69
Total cost per pupil per year .....	\$490.09

## Special Education Transportation

Total number of schools served .....	67
Total number of buses .....	67
Total number of special education students transported	
In-county .....	839
Out-of-county .....	98
Total .....	937
Total number of miles driven yearly .....	1,950,519
Total special education transportation budget .....	\$5,953,584
Total average daily cost .....	\$33,075
Cost per mile .....	\$3.05
Total cost per pupil per year .....	\$6,354



# FOOD SERVICES

School nutrition programs are implemented in all Carroll County public schools. Lunch was served in 43 schools and breakfast in 38 schools under the Child Nutrition Act passed by Congress.

Free and reduced price meals were provided to those students who qualified under federally established guidelines. Financial and food commodity support enables meals to be purchased at a lower cost in school than the comparable meal out of school.

Quantity and quality of foods offered meet one-third of the recommended daily requirements for a nutritional, well-balanced diet for students.

## Total Number of Schools with Food Services

.....	43
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## Price per Lunch - Student

Elementary School .....	\$2.00
Middle School .....	\$2.25
High School .....	\$2.25
Super Lunch .....	\$2.75

## Total Number of Lunches Served

2008 - 2009 .....	1,828,059
2009 - 2010 .....	1,723,059
Decrease .....	105,000

## Total Children's Breakfasts Served

2008 - 2009 .....	205,653
2009 - 2010 .....	234,500
Increase .....	28,847

## Income

Total Income 2009-2010 .....	\$6,469,303
Meal and Milk Payments .....	\$3,078,319
Federal Reimbursements .....	\$2,233,009
State Reimbursements .....	\$59,150
Other * .....	\$1,098,825

\* Other - Income other than from meal and milk payments.

## Expenses

Total Expenses 2009-2010 .....	\$6,387,856
Food (Used) .....	\$2,088,815
Labor and Fringes .....	\$3,975,079
Other .....	\$294,134
Equipment (New and Replacement) .....	\$29,328

<b>Net Income / (Loss) .....</b>	<b>\$81,447</b>
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# 2009-2010 FINANCIAL DATA

Revenue Source	FY10	FY09	Increase	% Change
County Government	\$169,601,292	\$164,164,876	\$5,436,416	3.3%
State of Maryland	138,568,481	144,818,277	(6,249,796)	-4.3%
Federal	15,501,603	10,992,053	4,509,550	41.0%
Other	3,249,399	3,591,809	(342,410)	-9.5%
<b>Total Revenue</b>	<b>\$326,920,775</b>	<b>\$323,567,015</b>	<b>\$3,353,760</b>	<b>1.0%</b>

Expenditure by Category	FY 10	% of Total	FY 09	% of Total	% Change in FY 10 from FY 09
Administration	\$5,879,265	1.8%	\$5,588,605	1.7%	5.2%
Mid-Level Administration	24,023,857	7.4%	24,941,364	7.8%	-3.7%
Instructional Salaries	125,615,763	38.8%	127,211,405	39.8%	-1.3%
Instructional Supplies	9,099,882	2.8%	8,471,676	2.7%	7.4%
Other Instructional Costs	2,640,953	0.8%	4,083,345	1.3%	-35.3%
Student Personnel	1,327,068	0.4%	1,283,349	0.4%	3.4%
Health Services	3,183,364	1.0%	3,099,041	1.0%	2.7%
Transportation	19,377,224	6.0%	19,165,497	6.0%	1.1%
Operation of Plant	25,678,195	7.9%	24,698,293	7.7%	4.0%
Maintenance of Plant	7,838,672	2.4%	7,054,599	2.2%	11.1%
Fixed Charges	58,511,765	18.1%	55,253,276	17.3%	5.9%
Community Services	230,936	0.1%	279,931	0.1%	-17.5%
Special Education	39,262,545	12.1%	37,429,065	11.7%	4.9%
Capital Outlay	899,252	0.3%	859,825	0.3%	4.6%
<b>Total Expenditures</b>	<b>\$323,568,741</b>	<b>100.0%</b>	<b>\$319,419,271</b>	<b>100.0%</b>	<b>1.3%</b>

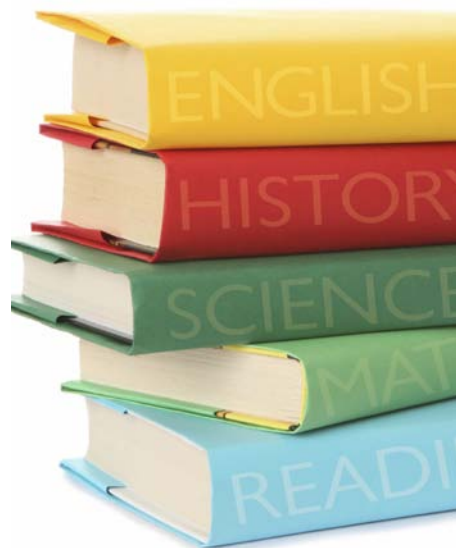
# 2009-2010 CARROLL COUNTY PUBLIC SCHOOLS ACCOMPLISHMENTS

## SCHOOLS AND PROGRAMS

- Carroll County's Parents As Teachers initiative received the National Association of Counties 2010 Achievement Award for innovative programming and collaboration.
- The Auto Service Technology program at the Carroll County Career and Technology Center was one of four regional finalists in the nation for the 2010 School of the Year Award presented by *Tomorrow's Technician*, Chicago Pneumatic, and WIX Filters.
- Century, Liberty, and Winters Mill High Schools were recognized on *Newsweek's* list of "America's Best High Schools." The list is based upon the Challenge Index developed by the *Washington Post*.
- The Arts Education in Maryland Schools Alliance, in conjunction with The Kennedy Center Alliance for Arts Education Network, presented the John F. Kennedy Center for the Performing Arts Schools of Excellence in Arts Education Award to Century High School for outstanding achievement in arts education.
- Cranberry Station Elementary School was selected as the Maryland State Exemplary Reading Program Award winner for the 2009-2010 school year by the State of Maryland International Reading Association.
- East Middle, Hampstead Elementary, and Parr's Ridge Elementary Schools received certification as Maryland Green Schools. Mt. Airy Elementary School earned recertification as a Maryland Green School.
- North Carroll High School received the Outstanding Secondary School Agricultural Education Program Award from the National Association of Agricultural Educators.
- Parr's Ridge Elementary School received the Distinguished Honor Award as part of the 2010 Blue Apple Health Education Award Program sponsored by the American Association for Health Education.
- Piney Ridge Elementary School was selected as a Maryland State School of Character. Eldersburg Elementary School received Honorable Mention.
- The West Middle School Student Government Association (SGA) received the Felix Simon Award for Leadership and Service for 2009-2010 from the Maryland Association of Student Councils.

## STAFF

- Sharon Adedeji, English Department Chair at Century High School, was named Carroll County's 2010 Teacher of the Year.
- Cindy Eckenrode, Supervisor of Elementary Education, received the 2010 Environmental Awareness Award presented by the Carroll County Commissioners and the Carroll County Environmental Advisory Council for her work to create curriculum at each primary grade level, conduct pilot programs, and apply for grants to fund schoolyard projects.
- William Eckles, assistant principal at the Carroll County Career and Technology Center, was named Assistant Principal of the Year by the Maryland Association of Secondary School Principals.
- Karen Ganjon, Director of Minority Achievement and Intervention Programs, was recognized by the Maryland State Advisory Council on Gifted and Talented Education for her leadership in gifted and talented education at the state level and significant contributions to improving programs and services for gifted and talented students in Maryland.
- DeAndre Ingram, a health education teacher at Century High School, was named the 2009-2010 Health Educator of the Year by the Maryland Association for Health, Physical Education, Recreation and Dance.
- Linda Kephart, Supervisor of Health and Physical Education for Carroll County Public Schools, received the William Burdick award from the Maryland Association of Health, Physical Education, Recreation and Dance.
- Margaret Kulow, Supervisor of Intervention Services, received the Jack Epstein Award presented from the Maryland Multicultural Coalition/Chapter of the National Association for Multicultural Education for major contributions to furthering education that is multicultural in Maryland.
- Dorothy Louks, a teacher at Century High School, received a Certificate of Merit Award from the American Association of Teachers of German and the Goethe-Institut.
- Virginia Savell, principal of Mt. Airy Middle School, and Julia Janowich, assistant principal of Francis Scott Key High School, were the first recipients of the Rita Board Dowd Award for Outstanding Carroll County School Administrator.



# 2009-2010 CARROLL COUNTY PUBLIC SCHOOLS ACCOMPLISHMENTS

## STUDENTS

- Seniors Ransom Leland Baldwin VII from Westminster High School, Anthony B. Cole from South Carroll High School, and Alexandra Winter from Winters Mill High School were selected as Finalists in the National Merit Scholarship Program sponsored by the College Board.
- Thirteen students from Carroll County Public Schools were selected as Carson Scholars.
- Members of the FFA Chapters from Carroll County high schools received numerous awards in state and national career development events.
- Nine students from the Carroll County Career and Technology Center won medals at the Maryland SkillsUSA Championships.
- Sohum Kaushal, an eighth grade Honor Roll student at East Middle School, was the first place winner for the State of Maryland, Delaware and the District of Columbia Americanism Essay Contest sponsored by the BPO Elks USA.
- Artwork by Mary Murdock, a fifth grade student at Eldersburg Elementary School, was selected by the Maryland Council on Economic Education (MCEE) to be featured in the 2009-2010 Economic Concepts Calendar.
- Josie Grant, a ninth grade student at Francis Scott Key High School, was named a Distinguished Finalist in the 2010 Prudential Spirit of Community Awards in Maryland.
- Danielle Thiemeyer, a senior at Francis Scott Key High School and a Project Lead the Way Biomedical Sciences student at the Carroll County Career and Technology Center, was a Semifinalist in the Young Epidemiology Scholars Competition, the nation's leading public health competition for high school students.
- Liberty High School drama students received fourteen awards out of eighteen nominations at the Cappies Critics and Awards Program gala event.



*Students enjoy a display at the American Chestnut Jamboree at Outdoor School.*

- Sarah Coyle, a junior at South Carroll High School, was appointed to serve as a Page in the U.S. House of Representatives.
- Three students from West Middle School were winners in the 4th Annual Martin Luther King, Jr./Black History Month Essay Contest sponsored by Giant Food.
- Kelly Smith, a sixth grade student at West Middle School, received the 2010 Environmental Awareness Award presented by the Carroll County Commissioners and the Carroll County Environmental Advisory Council for her efforts to increase recycling at the school.
- Lindsey Scott, a 2010 graduate of Westminster High School, and Grant Kilduff, a junior at Liberty High School, were recognized as Maryland Student Service Stars for 2010.
- Jordan Ratti, a member of the Class of 2011 at Westminster High School, was named Youth Entrepreneur of the Year for the Maryland Region by Ernst & Young and Junior Achievement of Central Maryland.
- Erin Michelle Virostek, a junior at Westminster High School, was one of the top ten national finalists in the First Freedom Student Competition and received an honorable mention.
- Student dancers from Winters Mill High School were selected to perform at the formal evening event of the Maryland High School Dance Showcase.



# DIRECTORY OF SCHOOLS

## ELEMENTARY

### Carrolltowne

6542 Ridge Road, Sykesville 21784  
Theresa Ball..... 410-751-3530, 410-795-5673

### Charles Carroll

3719 Littlestown Pike, Westminster 21158  
Natalie Crist, Acting Principal..... 410-751-3211

### Cranberry Station

505 North Center Street, Westminster 21157  
Pamela Meyers..... 410-386-4440

### Ebb Valley

3100 Swiper Road, Manchester 21102  
Robert Mitchell..... 410-386-1550

### Eldersburg

1021 Johnsville Road, Sykesville 21784  
Michael Eisenklam..... 410-751-3520, 410-795-1702

### Elmer A. Wolfe

119 North Main Street, Union Bridge 21791  
Robin Townsend..... 410-751-3307

### Freedom District

5626 Sykesville Road, Sykesville 21784  
Richard Huss..... 410-751-3525, 410-795-4767

### Friendship Valley

1100 Gist Road, Westminster 21157  
Patricia Dorsey..... 410-751-3650

### Hampstead

3737 Shiloh Road, Hampstead 21074  
Jacalyn Powell..... 410-751-3420

### Linton Springs

375 Ronsdale Road, Sykesville 21784  
Vicki Winner..... 410-751-3280, 410-549-5008

### Manchester

3224 York Street, Manchester 21102  
Martin Tierney..... 410-751-3410

### Mechanicsville

3838 Sykesville Road, Sykesville 21784  
Nicholas Shockney..... 410-751-3510

### Mt. Airy

405 North Main Street, Mt. Airy 21771  
Deborah Bunker..... 410-751-3540, 301-829-1515  
..... 410-795-6974

### Parr's Ridge

202 Watersville Road, Mt. Airy 21771  
Ann M. Blonkowski..... 410-751-3559, 301-829-6585

### Piney Ridge

6315 Freedom Avenue, Sykesville 21784  
Karen Covino..... 410-751-3535, 410-795-9022

### Robert Moton

1413 Washington Road, Westminster 21157  
Judith Walker..... 410-751-3610

### Runnymede

3000 Langdon Drive, Westminster 21158  
Tammy Richards..... 410-751-3203

### Sandymount

2222 Old Westminster Pike, Finksburg 21048  
Wendy Leishear..... 410-751-3215

### Spring Garden

700 Boxwood Drive, Hampstead 21074  
Kimberly Renfro..... 410-751-3433

### Taneytown

100 Kings Drive, Taneytown 21787  
Rose Mattavi..... 410-751-3260

### Westminster

811 Uniontown Road, Westminster 21158  
Tracy Belski..... 410-751-3222

### William Winchester

70 Monroe Street, Westminster 21157  
Joseph Dorsey..... 410-751-3230

### Winfield

4401 Salem Bottom Road, Westminster 21157  
Cynthia Bell..... 410-751-3242, 410-795-6701

## MIDDLE

### Mt. Airy

102 Watersville Road, Mt. Airy 21771  
Karl Streaker..... 410-751-3554, 301-829-1314  
..... 410-795-1756

### New Windsor

1000 Green Valley Road, New Windsor 21776  
Donald Bell..... 410-751-3355

### North Carroll

2401 Hanover Pike, Hampstead 21074  
Carl Snook..... 410-751-3440

### Northwest

99 Kings Drive, Taneytown 21787  
Amy Gromada..... 410-751-3270

### Oklahoma Road

6300 Oklahoma Road, Sykesville 21784  
Catherine Hood..... 410-751-3600, 410-552-0719

### Shiloh

3675 Willow Street, Hampstead 21074  
James Carver..... 410-386-4570

### Sykesville

7301 Springfield Avenue, Sykesville 21784  
Ralph Billings..... 410-751-3545, 410-795-9081

### Westminster East

121 Longwell Avenue, Westminster 21157  
Mary Swack..... 410-751-3656

### Westminster West

60 Monroe Street, Westminster 21157  
Thomas Hill..... 410-751-3661

## HIGH

### Century

355 Ronsdale Road, Sykesville 21784  
Andrew Cockley..... 410-386-4400, 410-386-4408

### Francis Scott Key

3825 Bark Hill Road, Union Bridge 21791  
John Baugher..... 410-751-3320

### Liberty

5855 Bartholow Road, Eldersburg 21784  
Thomas Clowes..... 410-751-3560,  
..... 410-795-8102, 410-795-8103

# ADA COMPLIANCE STATEMENT

The Board of Education of Carroll County does not discriminate on the basis of disability in employment or provision of services, programs or activities. Information concerning the Americans with Disabilities Act is available from the Director of Facilities, 410-751-3177. Persons needing auxiliary aids and services for communication should contact the Office of Community and Media Relations at 410-751-3020 or [publicinfo@carrollk12.org](mailto:publicinfo@carrollk12.org), or write to Carroll County Public Schools, 125 North Court Street, Westminster, Maryland 21157. Persons who are deaf, hard of hearing, or have a speech disability, use Relay or 7-1-1. Please contact the school system at least one (1) week in advance of the date the special accommodation is needed.

## Manchester Valley

3300 Maple Grove Road, Manchester 21102  
Randy Clark.....410-386-1673

## North Carroll

1400 Panther Drive, Hampstead 21074  
Kimberly Dolch.....410-751-3450

## South Carroll

1300 West Old Liberty Road, Sykesville 21784  
Eric King.....410-751-3575, 410-795-8516

## Westminster

1225 Washington Road, Westminster 21157  
Kenneth Goncz.....410-751-3630

## Winters Mill

560 Gorsuch Road, Westminster 21157  
Ruthanne Kenney.....410-386-1500

## OTHER

### Carroll County Career and Technology Center

1229 Washington Road, Westminster 21157  
Catherine Engel.....410-751-3669

### Carroll County Outdoor School

Hashawha Environmental Center  
300 John Owings Road, Westminster 21158  
Steven Heacock, Coordinator of Outdoor Education  
Office - 125 North Court Street, Westminster 21157  
.....410-751-3301

### Carroll Springs School

495 South Center Street, Westminster 21157  
Gretchen Glas.....410-751-3620

### Crossroads Middle School

45 Kate Wagner Road, Westminster 21157  
Robert Cullison.....410-751-3691

### Gateway School

45 Kate Wagner Road, Westminster 21157  
Robert Cullison.....410-751-3691

### South Carroll Career and Technology Center

1300 West Old Liberty Road, Sykesville 21784  
Eric King.....410-751-3575, 410-795-8516



# CARROLL COUNTY PUBLIC SCHOOLS



## TO FIND MORE ABOUT CARROLL COUNTY PUBLIC SCHOOLS

**Call:** (410) 751-751-3000  
TTY users call via MD Relay 711

**Write:** Carroll County Public Schools  
125 North Court Street  
Westminster, Maryland 21157

**Email:** [publicinfo@carrollk12.org](mailto:publicinfo@carrollk12.org)

**Visit:** [www.carrollk12.org](http://www.carrollk12.org)

**Watch:** CETV – Channel 21

**Visit:** A school near you!

