



**Karen B. Salmon, Ph.D.**  
State Superintendent of Schools

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**TO:** Members of the State Board of Education

**FROM:** Karen B. Salmon, Ph.D.

**DATE:** June 20, 2018

**SUBJECT:** School Calendar Waiver Application

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**PURPOSE:**

The purpose of this agenda item is to request approval for The SEED School of Maryland to open for pupil attendance prior to Labor Day for the 2018-2019 school year.

**BACKGROUND/HISTORICAL PERSPECTIVE:**

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

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

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

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

**EXECUTIVE SUMMARY:**

The Maryland State Department of Education received an application from The SEED School of Maryland to waive the post-Labor Day school start date. The SEED School of Maryland is requesting a waiver using the compelling justification of emergency school closing. In order to be eligible for a waiver, a local school system must have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. The SEED School of Maryland was closed for inclement weather ten days during the 2015-2016 school year and ten days during the 2014-2015 school year. As a result, The SEED School of Maryland meets the criterion to request a waiver due to emergency school closings.

Local boards of education are required to conduct at least one public meeting to consider and approve the waiver application. The Board of Trustees for The Seed School of Maryland conducted a public meeting on June 5, 2018. The minutes from the meeting are included in the attached waiver application.

**ACTION:**

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

Attachment: Waiver Application for The SEED School of Maryland



**The SEED School of Maryland**

June 7, 2018

Dr. Karen B. Salmon  
Maryland State Board of Education  
200 West Baltimore Street  
Baltimore, Maryland 21201

Dear Dr. Salmon:

On June 5, 2018, The SEED School of Maryland's Board of Trustees met. During the meeting, the board members voted to begin the 2018-2019 school year on Monday, August 27, 2018. In accordance with the Governor's Executive Order, as well as the exceptions to that order, The SEED School of Maryland would like to request a waiver to the post-Labor Day school start date. The SEED School of Maryland qualifies under section 3b. Compelling Justification: Emergency Closing.

Please find attached a completed waiver application, a document listing the days closed over the last five years and a draft calendar for your consideration. Feel free to contact me if you need any further information.

Respectfully submitted,

*Jon Tucker*

Jon Tucker  
Head of School

## Overview:

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

## Waiver Applications:

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

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

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

## Timeline for Submission of Waiver Application:

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

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

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

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

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

- |   |                                     |  |
|---|-------------------------------------|--|
| <input type="checkbox"/> Allegany                               | <input type="checkbox"/> Charles    | <input type="checkbox"/> Prince George's |
| <input type="checkbox"/> Anne Arundel                           | <input type="checkbox"/> Dorchester | <input type="checkbox"/> Queen Anne's    |
| <input type="checkbox"/> Baltimore City                         | <input type="checkbox"/> Frederick  | <input type="checkbox"/> St. Mary's      |
| <input type="checkbox"/> Baltimore                              | <input type="checkbox"/> Garrett    | <input type="checkbox"/> Somerset        |
| <input type="checkbox"/> Calvert                                | <input type="checkbox"/> Harford    | <input type="checkbox"/> Talbot          |
| <input type="checkbox"/> Caroline                               | <input type="checkbox"/> Howard     | <input type="checkbox"/> Washington      |
| <input type="checkbox"/> Carroll                                | <input type="checkbox"/> Kent       | <input type="checkbox"/> Wicomico        |
| <input type="checkbox"/> Cecil                                  | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Worcester       |
| <input checked="" type="checkbox"/> The SEED School of Maryland |                                     |  |

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

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

**3. Select the compelling justification for the waiver request.**

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

**3a. Compelling Justification: Adoption of an Innovative School Schedule.**

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

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

**Adoption of an Innovative School Schedule for Low-Performing Schools**

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

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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

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

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

<http://marylandpublicschools.org/about/Documents/DSFSS/TitleI/PriorityFocusSchools20162017.pdf>

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

**Adoption of an Innovative School Schedule for Charter Schools**

Guidance regarding charter schools may be found on the following webpage:  
<http://www.marylandpublicschools.org/programs/Pages/Charter-Schools/index.aspx>

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

**X 3b. Compelling Justification: Emergency School Closing.**

Eligible local school systems are those that have closed ten days per year during any two of the last five years because of natural disasters, civil disasters, or severe weather conditions. Select the qualifying school system below.

- |  |   |
|--|---|
| <input type="checkbox"/> Allegany County   | <input type="checkbox"/> Harford County                         |
| <input type="checkbox"/> Caroline County   | <input type="checkbox"/> Talbot County                          |
| <input type="checkbox"/> Carroll County    | <input checked="" type="checkbox"/> The SEED School of Maryland |
| <input type="checkbox"/> Dorchester County |   |
| <input type="checkbox"/> Garrett County    |   |

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

Date of Public Meeting	Time of Public Meeting	Location of Public Meeting
June 5, 2018	12:00pm	The SEED School of Maryland 200 Font Hill Avenue Baltimore, MD 21223



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

Signature of Superintendent or  
Chief Executive Officer

6/7/18  
Date

Paul T. White  
Signature of School Board President

6/7/18  
Date



## The SEED School of Maryland

### Days Closed for Last Five Years

#### 2016-2017 School Year

Total Days Closed – 4 Days (March 9<sup>th</sup>, March 10<sup>th</sup>, March 14<sup>th</sup>, March 15<sup>th</sup>)

#### 2015-2016 School Year (see waiver request)

<u>Days Closed</u>	<u>Reason</u>	<u>Notes</u>
October 2 <sup>nd</sup>	Inclement Weather	1 Day Covered By Emerg. Days
January 22 <sup>nd</sup>	Inclement Weather	1 Day Covered By Emerg. Days
January 25 <sup>th</sup> thru 28 <sup>th</sup>	Inclement Weather	4 Days Owed
February 8 <sup>th</sup> thru 10 <sup>th</sup>	Inclement Weather	3 Days Owed
February 16 <sup>th</sup>	Inclement Weather	1 Day Owed
<b>Total</b>	Inclement Weather	10 Days Total

#### 2014-2015 School Year (see waiver request)

<u>Days Closed</u>	<u>Reason</u>	<u>Notes</u>
January 26 <sup>th</sup> thru 27 <sup>th</sup>	Inclement Weather	2 Days Covered By Emerg. Days
February 17 <sup>th</sup> thru 20 <sup>th</sup>	Inclement Weather	1 Day Covered By Emerg. Days & 3 Owed
February 23 <sup>rd</sup>	Inclement	1 Days Owed

	Weather	
March 2 <sup>nd</sup>	Inclement Weather	1 Days Owed
March 5 <sup>th</sup> thru 6 <sup>th</sup>	Inclement Weather	2 Days Owed
<b>Total</b>	Inclement Weather	10 Days (7 Days Owed)

2013-2014 School Year (see waiver request)

<u>Days Closed</u>	<u>Reason</u>	<u>Notes</u>
December 9 <sup>th</sup>	Inclement Weather	1 Day Covered By Emerg. Days
January 21 <sup>st</sup> thru 24 <sup>th</sup>	Inclement Weather	2 Days Covered By Emerg. Days & 2 Owed
February 3 <sup>rd</sup> thru 4 <sup>th</sup>	Inclement Weather	2 Days Owed
February 13 <sup>th</sup> thru 14 <sup>th</sup>	Inclement Weather	2 Days Owed
March 3 <sup>rd</sup> thru 4 <sup>th</sup>	Inclement Weather	2 Days Owed
<b>Total</b>	Inclement Weather	11 Days (8 Days Owed)

2012 - 2013 School Year

Total Days Closed - 2 days (October 29<sup>th</sup>, October 30<sup>th</sup>)

# THE SEED SCHOOL OF MARYLAND (DRAFT) | 2018-2019 CALENDAR

**13-24** Professional Dev.  
**15-17** Foundations/Freshman Academy  
**26** Student Check In  
**27** 1<sup>st</sup> Day of School

AUGUST '18						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

**1** Professional Dev.  
**18** Presidents' Day  
 School Closed  
 Student Check In

**3** Labor Day  
 School Closed,  
 Student Check In

SEPTEMBER '18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MARCH '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**21** Student Check Out  
**22** Professional Dev.

**4** Student Check Out  
**5** Professional Dev.  
**8** Columbus Day  
**26** End of 1<sup>st</sup> Quarter  
**29** Start of 2<sup>nd</sup> Quarter  
**31** Halloween

OCTOBER '18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL '19						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**5** End of 3<sup>rd</sup> Quarter  
**8** Start of 4<sup>th</sup> Quarter  
**15-22** Spring Break  
**22** Student Check In

**11** Veterans Day  
**20** Student Checkout  
**21-23** Thanksgiving Break  
**29** Student Checkout  
**30** Professional Dev.

NOVEMBER '18						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY '19						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**12** Mother's Day  
**27** Memorial's Day  
 School Closed  
 Student Check In

**21** Early Dismissal @12:30pm  
**24-31** Winter Break

DECEMBER '18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE '19						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**1** Senior Graduation  
**7** Last Day of School/  
 End of 4<sup>th</sup> Quarter  
**10-14** Emergency Days  
**16** Father's Day

**1-2** Winter Break  
**2** Student Check In  
**18** End of 2<sup>nd</sup> Quarter  
**21** M.L. King Day  
 School Closed  
 Student Check In  
**22** Start of 3<sup>rd</sup> Quarter  
**31** Student Check Out

JANUARY '19						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY '18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Calendar Notes**  
 - PD Days = 14  
 - School Days = 180  
 - Emergency Days = 5  
 - Staff Work Days = 194  
 \* Please note: Spring Break Days will be used as Emergency Days if needed

# THE SEED SCHOOL OF MARYLAND BOARD OF TRUSTEES MEETING

## MINUTES

June 5, 2018 – 12:00 PM  
The SEED School of Maryland  
200 Font Hill Ave.  
Baltimore, MD 21223

### *Trustees:*

E. Adams  
E. Adler  
T. Perkins (for Elijah  
Cummings)  
J. Curran  
S. Fedder  
P. Hollinger  
S. Hopson  
D. Kirstaetter  
H. Klink  
H. Lebow  
E. Loeb  
S. McManus  
L. Poole  
J. Rothman  
S. Smith  
P. White  
B. Whiting

### *Officers:*

B. Field  
P. White  
J. Tucker

### *Others:*

V. Allen  
E. Asikoye  
K. Byram  
K. Coney  
D. Davis  
T. Evans  
A. Espada  
H. Moodie  
K. Ridgely  
J. Robinson  
R. Swanson  
J. Wilson

### **Call to Order**

The Meeting was called to order at approximately 12:05 pm.

### **Student Presentation**

Ms. Asikoye introduced students to make a presentation to the Board. [Jasmine] discussed the various activities they participated in while at SEED. [Jasmine] discussed her college plans. [Jasmine] answered questions from the Board of Trustees (the “Board”) of The SEED School of Maryland (the “School”).

### **Items of Order**

**Request for Waiver.** Ms. Robinson referred the Board to the proposed calendar in the materials previously circulated to the Board (the “Board Materials”). Ms. Robinson reviewed the proposed calendar including the impact of snow days, the proposed spring break dates, and the last day of

school. Ms. Robinson noted changes that the Board could consider making to the proposed calendar. Ms. Robinson noted the unique challenges SEED encounters with snow days due to students coming to the School from various counties in Maryland. Each school system needs to have an open meeting to request a waiver to allow for school to start before Labor Day. Mr. Tucker stated that Maryland Department of Education is aware of the likely requested waiver. Mr. Tucker responded to questions from the Board.

Upon a motion duly made and seconded, the Board authorized the School to apply to the Maryland State Department of Education for a waiver that would allow students to begin the 2018-2019 school year before Labor Day and as outlined in the Board Materials.

**Mentorship Program.** Mr. Loeb led a discussion regarding setting up mentorship circles prior to the 2018-2019 School Year. The mentorship circles would begin for the sophomore class. Mr. Loeb reviewed the outline of the program, which could begin next fall, and students would need to express interest in order to join a circle.

**Co-Heads of School.** Mr. White introduced Ms. Asikoye and Ms. Evans as the interim co-heads of school. Ms. Poole noted the positive response she has received from the community regarding the appointment. Mr. White stated that Hope Griffin will be the next director of academics.

**Minutes.** Upon a motion duly made and seconded, the Board approved the minutes from the February 27, 2018 meeting of the Board.

**Input of Proposed 2018-2019 Meeting Dates.** Mr. Tucker referred to the proposed Board meeting dates listed in the Board Materials. Discussion ensued. The Board approved the meeting dates, subject to confirmation of the June 2019 meeting date.

**Trustee Reelection.** Upon a motion duly made and seconded the Board reelected the Class III Trustees, including Messrs. Adams, Adler, Burch and Burke, and Ms. Kirstaetter for a term of three years and until each of their successors is duly elected and qualified.

**Budget.** Mr. Ridgely stated that the finance committee met last week. Mr. Ridgely reviewed the budget, including, without limitation, assumptions employed in the budget, salaries, special education funding, food services, transportation, and interest expenses. Messrs. Ridgely and Burke answered questions from the Board. A lengthy discussion ensued regarding School priorities, potential budget changes, and timing for the Board receiving the budget.

The Board approved the budget subject to confirmation from Mr. Ridgely that there is a cash surplus, also subject to the Board receiving the budget for the 2019-2020 School year 45 days prior to the next approval and provided that the finance committee can revise and approve the budget if no such cash surplus is present.

### **State of School and Committee Reports**

Ms. Byram presented the finance report to the Board. Ms. Byram reviewed success of the senior dinner, netting approximately \$112,000, which exceeded the goal, and the Bloomberg Philanthropies. Ms. Byram highlighted the golf event scheduled for October 8, 2018 and a post-golf dinner for those that do not play golf. Ms. Byram reminder Board members to make board

gifts by June 30. She also suggested that Board members bring visitors in for a school tour. Ms. Byram noted that Mr. Miller also provided gift cards for staff appreciation.

Ms. Wilson presented the academic report. Ms. Wilson reviewed the ACT Aspire Interim III data. Ms. Wilson noted the impact of weather on when the testing actually occurred and that make up sessions were included as much of the data. Ms. Wilson also reviewed proficiency rates. Ms. Wilson answered questions from the Board. Ms. Wilson demonstrated some trends in the data. Ms. Wilson also reviewed support for students transitioning to high school, which is often a difficult transition.

Mr. Tucker reviewed graduate enrollment data. Mr. Tucker stated that 100% of applicable students have applied to more than one green or yellow college. Mr. Tucker noted that while there are still a few students without an acceptance to a green or yellow college, he was hoping that would change soon. Mr. Tucker responded to questions from the Board regarding college applications. A discussion regarding financial aid ensued.

Ms. Evans led a discussion regarding the Youth and Program Strengths Survey. Ms. Evans reviewed results from the Youth and Program Strengths Survey, including the following programs, safety, structure, relationships, and efficacy and mattering. Ms. Evans reviewed a sample of questions posed to the students. Ms. Evans answered questions from the Board.

Mr. Espada reviewed the number of applications received and noted that 43 students are currently on the wait list. Mr. Espada noted that the School still encourages applications to made. Mr. Espada described the applications by county and gender. Mr. Espada shared possible theories for changes in application data. Mr. Espada then reviewed the School's current retention rate.

Mr. Tucker reviewed college acceptance data. Discussion regarding the use of two-year colleges ensued. Ms. Byram noted that next year the first set of the School's college graduates will finish.

The Board thanked Mr. Tucker for his service.

### **Adjournment**

At approximately 3:00 pm, the Meeting was adjourned.