Wednesday, September 9, 2026
Board of Education Meeting

START TIMES FOR AGENDA ITEMS ARE APPROXIMATE
Work Session, Board Room, [3:00 p.m.]
Closed Session, Board Room [4:00 p.m.]
Regular Meeting, Board Room [6:00 p.m.]
191 South East Street
Frederick, MD

1. WORK SESSION (OPEN MEETING) [3:00 P.M.]

1.01 Call to Order

1.02 Approval of the September 9, 2026 Board of Education Meeting Agenda

1.03 Bid Calendar Items

1.04 Information Items

1.05 Renewal Items

1.06 Fun Academics in the Summer Time (FAST) Elementary Grant

1.07 FY2027 Comprehensive Maintenance Plan for Educational Facilities

1.08 Policy 507, Summer School Eligibility

1.09 Policy 509, Extracurricular and Co-Curricular Activities

1.10. Setting of Quarterly Agenda, October - December

1.11. Motion to Move into Closed Session

1.12. Adjournment

2. CLOSED SESSION [4:00 p.m.]

2.01 Call to Order

2.02 Adjournment

3. REGULAR MEETING - Preliminary Items [6:00 p.m.]

3.01 Call to Order

3.02 Pledge of Allegiance

3.03 Closed Session Announcement

3.04 Approval of the August 26, 2026 Board of Education Meeting Minutes

3.05 National Suicide Prevention Month

3.06 Public Comment

3.07 Superintendent Comments

3.08 Student Member Comments

3.09 Board Member Comments

4. Regular Meeting - Action Consent

4.01 Staffing Changes

5. Board Items

5.01 Policy 124, Artificial Intelligence

5.02 Strategic Plan Key Performance Indicator Reporting Goals 1 & 3 (KPI 2 & KPI 10)

6. Setting of the Next Meeting Agenda

6.01 Setting Agenda for the September 23, 2026 Board of Education Meeting

7. Committee Reports and Legislative Updates

7.01 Legislative Updates

7.02 Policy Committee Report

7.03 Curriculum & Instruction Committee Report

7.04 Committee Reports

8. Information Items

8.01 Quarterly Agenda for Board Meetings

8.02 Future Agenda Items

9. Adjournment

9.01 Adjournment

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.01 Call to Order
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.02 Approval of the September 9, 2026 Board of Education Meeting Agenda
Type	Action
Suggested Action	Board approval of the September 9, 2026 Board of Education Meeting Agenda.

ATTACHMENT(S):
09.09.26 Agenda Public Regular Format.pdf

September 9, 2026, Board of Education Meeting
191 South East Street, Frederick, Maryland
Board Room

1. WORK SESSION – START TIMES FOR AGENDA ITEMS ARE APPROXIMATE 3:00 p.m.

1.01 Call to Order
1.02 Approval of the September 9, 2026 Meeting Agenda (Action)
1.03 Bid Calendar Items (Information)
1.04 Information Items (Information)
1.05 Renewal Items (Action)
1.06 Fun Academics in the Summer Time (FAST) Elementary Grant (Information/Discussion/Action)
1.07 FY2027 Comprehensive Maintenance Plan for Educational Facilities (Information/Discussion/Action)
1.08 Policy 507, Summer School Eligibility (Information/Discussion/Action)
1.09 Policy 509, Extracurricular and Co-Curricular Activities (Information/Discussion/Action)
1.10 Setting of Quarterly Agenda, October – December (Information)
1.11 Motion to Move into Closed Session (Action)
1.12 Adjournment

2. CLOSED 4:00 p.m.

2.01 Call to Order
2.02 Adjournment

3. REGULAR MEETING – START TIMES FOR AGENDA ARE APPROXIMATE 6:00 p.m.

3.01 Call to Order
3.02 Pledge of Allegiance
3.03 Closed Session Announcement
3.04 Approval of the August 26, 2026 Board of Education Meeting Minutes (Action)
3.05 System Recognition: National Suicide Prevention Month (Action)
3.06 Public Comment

The Board views public comment as an opportunity to hear concerns of the public, with the understanding and expectation that it is not considered a question and answer platform with Board members. Consequently, the Board will not provide a response to public comment presented in its meeting or by submission of a written comment, although it may follow-up with the individual as may be appropriate. In order to have an orderly presentation of comments by the public and to maximize the opportunity for public comment, students, individuals and organization representatives shall be limited to 3 minutes for their public comment. When the buzzer sounds, you will be asked to complete your sentence. A total of 60 minutes is allotted for public comment.

3.07 Superintendent Comments
3.08 Student Member Comments
3.09 Board Member Comments

4. ACTION ITEMS/CONSENT

4.01 Staffing Changes (Action/Consent)

5. BOARD ITEMS

5.01 Policy 124, Artificial Intelligence (Information/Discussion/Action)
5.02 Strategic Plan Key Performance Indicator Reporting Goals 1 & 3 (KPI 2 & KPI 10) (Information/Discussion)

6. SETTING OF NEXT MEETING AGENDA

6.01 Setting Agenda for the September 23, 2026 Board of Education Meeting

7. COMMITTEE REPORTS, LEGISLATIVE UPDATES

7.01 Legislative Updates (Information)
7.02 Policy Committee Report (Information)
7.03 Curriculum & Instruction Committee Report (Information)
7.04 Committee Reports (Information)

8. INFORMATIONAL ITEMS

8.01 Quarterly Agenda for Board Meetings (Information)
8.02 Future Agenda Items (Information)

9. ADJOURNMENT

9.01 Adjournment

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.03 Bid Calendar Items
Type	Information
Department(s)	Fiscal Services

Content
PRESENTATION OF 4 BID CALENDAR ITEMS

PURPOSE OF PRESENTATION: Staff would like to inform the Board of Education of Frederick County of upcoming bid solicitations for Frederick County Public Schools (FCPS).

RFP 27C1, Orchard Grove Elementary School Elevator Modernization:

BACKGROUND/SUMMARY: The intent of this solicitation is to establish a contract to renovate/modernize the existing Orchard Grove Elementary School Elevator #2 with new equipment, cab and associated finishes.

Bid 27C2, Liberty Elementary School Chiller Replacement & Orchard Grove Elementary School Chiller Relocation:

BACKGROUND/SUMMARY: The intent of this solicitation is to establish a contract for the replacement of a failing chiller at Liberty Elementary School, and the reinstallation of a salvaged chiller at Orchard Grove Elementary School.

Bid 27C3, Windsor Knolls Middle School Chiller Replacement:

BACKGROUND/SUMMARY: The intent of this solicitation is to establish a contract for the replacement of a failing chiller at Windsor Knolls Middle School.

RFP 27MISC5, Early Childhood Instructional Practices, Social Emotional Learning (SEL), and Behavior Support Professional Development:

BACKGROUND/SUMMARY: The intent of this solicitation is to establish a contract for a comprehensive professional learning program focused on evidence-based social-emotional learning (SEL), trauma-informed instructional practices, classroom management, and positive behavior support for Early Childhood and Inclusive Pre-kindergarten staff.

SUBMITTED BY:
Heather Jo Clabaugh, Associate Superintendent of Fiscal Services

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.04 Information Items
Type	Information
Department(s)	Fiscal Services, Academics & Organizational Development
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community. Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.

Content
PRESENTATION OF 3 INFORMATION ITEMS

PURPOSE OF PRESENTATION: Staff would like to inform the Board of Education of Frederick County of current information items.

Robotics Grant:

BACKGROUND/SUMMARY: FCPS has received $14,555 in grant funds from the Maryland State Department of Education to support robotics programming at Oakdale High School ($9,569) and Emmitsburg Elementary School ($4,986). Oakdale High will use its grant funds to purchase materials needed to build Vex robots and to register four teams in the Vex Robotics Competition. Emmitsburg Elementary will use its grant funds to purchase materials for a robotics program serving all students in grades 3-5 through the core mathematics and science curriculum.

Peter Marsh Grant:

BACKGROUND/SUMMARY: FCPS has received a $1,250 grant from the Peter Marsh Foundation to support the music program at Monocacy Middle School. The school will use its grant funds to purchase instruments and sheet music.

National Society Daughters of the American Revolution Grant:

BACKGROUND/SUMMARY: FCPS has received a $500 grant from the National Society Daughters of the American Revolution to support world languages instruction at Oakdale High

School. The school will use its grant funds to purchase instructional materials (e.g., maps, charts) for world languages classrooms.

SUBMITTED BY:
Dr. Keith Harris, Chief of Academics and Organizational Development

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.05 Renewal Items
Type	Action
Suggested Action	Board approval of renewal items 25M2 and 25FS1
Department(s)	Fiscal Services
Goal(s)	Goal 2 - Operational Excellence - FCPS will hire, support, and retain staff who champion individual, professional, and student excellence. Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence. Goal 5 - Student & Staff Experience - FCPS will promote a culture fostering wellness and civility for students and staff.

Content
PRESENTATION OF 2 RENEWAL ITEMS

PURPOSE OF PRESENTATION: Staff has reviewed the attached contract renewals and recommends approval by the Board of Education of Frederick County.

Bid 25M2, Snow Removal Services (Renewal):

BACKGROUND/SUMMARY: This recommendation is to renew the contract for snow removal and de-icing services on school and office parking lots and roadways not serviced by Frederick County Public Schools (FCPS) staff.

Staff recommend that Bid 25M2, Snow Removal Services, be renewed to LCI of Frederick, Inc. dba: Landscape Concepts of Keymar, MD.

RFP 25FS1, Fresh Farm Food Products (Renewal):

BACKGROUND/SUMMARY: This recommendation is to renew the contract for the purchase of fresh produce to be served by Food and Nutrition Services. The contract will take advantage of in-season pricing for fruits and vegetables from local farms and orchards.

Staff recommend that RFP 25FS1, Fresh Farm Food Products, be renewed to Catoctin Mountain

Orchard, Inc. of Thurmont, MD and Moon Valley Farm of Woodsboro, MD.

PRESENTER(S) & TITLE(S):
Bill Meekins, CPPB, CPPO, NIGP-CPP, CSBO, CPCP, Purchasing Manager
Roy McHaffa, CPPB, CPP, CPDW, Purchasing Agent

SUBMITTED BY:
Bill Meekins, CPPB, CPPO, NIGP-CPP, CSBO, CPCP, Purchasing Manager
Heather Jo Clabaugh, Associate Superintendent of Fiscal Services

ATTACHMENT(S):
09.09.26 25M2 Snow Removal Services (Renewal)_backup.pdf
09.09.26 25FS1 Fresh Farm Food Products (Renewal)_backup.pdf

BID 25M2
SNOW REMOVAL SERVICES
(RENEWAL)

FACT SHEET

A. **Overview:** This recommendation is to renew the contract for snow removal and de-icing services on school and office parking lots and roadways not serviced by Frederick County Public Schools (FCPS) staff.

1. **Other Facts:**

- The renewal term will be effective October 1, 2026, through September 30, 2027, with one one-year renewal option available.
- Snow removal services are provided on a time and materials basis for parking lots and roadways that are not serviced by FCPS staff.
- Approximately $717,317 was spent in FY26.
- No price adjustments have been requested by the awarded vendor as the market has remained stable.
- The contract will be administered by Edward Reinhold, Senior Manager, Operations.

2. S**ource of Funding:** Board of Education of Frederick County FY27 Approved Operating Budget and contingent upon Board approval of FY28 and FY29 Operating Budgets.

B. **Recommendation:** Staff recommends that Bid 25M2, Snow Removal Services, be renewed to LCI of Frederick, Inc. dba: Landscape Concepts, per the attached Summary of Renewal.

C. **Action taken by the Board (Purchasing use only):**

_____ Approved	_____Denied	_____Deferred	_____Other	RM/kl
_____Date	_____Date	_____Date	_____Date	BOE Meeting: 09.09.26

BID 25M2, SNOW REMOVAL SERVICES
SUMMARY OF RENEWAL

A. SNOW REMOVAL - COMPLETE HOURLY CHARGE FOR EQUIPMENT AND LABOR:	LCI OF FREDERICK, INC. dba: LANDSCAPE CONCEPTS
1 ton truck with 8-10' blade	$ 95.00
Backhoe with box	$ 135.00
Dump truck with blade	$ 130.00
Front end loader with basket/bucket 50 hp or above	$ 68.00
Front end loader with box	$ 124.00
Pickup truck with plow/blade	$ 60.00
Skid loader with bucket	$ 74.00
Wheel loader	$ 139.00
B. OFF-SITE SNOW HAULING: (Complete hourly charge for equipment and labor to haul offsite by FCPS request only):	
Single Axle	$ 90.00
Tandem Dump	$ 94.00
Tri-axle Dump	$ 99.00
C. DE-ICING: (Cost of salt per pound with labor cost for spreading included in this rate; separate labor charges for application of will not be paid)	
Cost of salt per pound	$ 0.13
D. SIDEWALK CLEARING (By FCPS request only):	
Complete hourly charge for snowblower and labor	$ 35.00
Complete hourly charge for small Bobcat and labor	$ 65.00
Complete hourly charge for person with shovel	$ 35.00
Salt per pound	$ 0.13

RFP 25FS1
FRESH FARM FOOD PRODUCTS
(RENEWAL)

FACT SHEET

A. **Overview**: This recommendation is to renew the contract to purchase local, fresh produce directly from farm stand orchards to be served by the Food and Nutrition Services Department within Frederick County Public Schools.

1. **Other facts**:

- This contract renewal term will be effective from October 1, 2026, through September 30, 2027, with one one-year renewal option remaining.
- Approximately $193,338 was spent on fresh farm products during FY26.
- No price increases have been requested.
- The contract administrator is Jackson Urie, Procurement Coordinator, Food and Nutrition Services.

2. **Source of Funding**: Board of Education of Frederick County FY27 Approved Operating Budget and contingent upon Board approval of FY28 Operating Budget.

B. **Recommendation**: Staff recommends RFP 25FS1, Fresh Farm Food Products, be renewed to Catoctin Mountain Orchard, Inc. and Moon Valley Farm, per the attached Summary of Renewal.

C. **Action taken by the Board** (Purchasing use only):

_____Approved	_____Denied	_____Deferred	_____	Other	RM/kl
_____Date	_____Date	_____Date	_____	Date	BOE Meeting: 09.09.26

RFP 25FS1, FRESH FARM FOOD PRODUCTS

SUMMARY OF RENEWAL

							CATOCTIN MOUNTAIN ORCHARD	MOON VALLEY FARM
ITEM	**GRADE**	**PRODUCE**	**SIZES**	**PURCHASING UNIT OF MEASURE OR WEIGHT**	**TOTAL EST. CASES NEEDED**	**AVG. PURCHASE QTY**	**PRICE DELIVERY TO WAREHOUSE**	**PRICE DELIVERY TO WAREHOUSE**
Apples	U.S. Fancy or Better	Fresh, very firm, solid color, 60% not striped, firm bright and crisp - **Approved Varieties:** Fuji, Goldrush, Gala, Golden Delicious, Red Delicious (east coast only) Jonathon, Empire, Stayman (Winesap), Pink Lady, Granny Smith	Average Size 3" diameter	Bushel : 125 Count	3000	200	$23.00	$29.00
Nectarines	U.S. #1 or Better	Fresh, mature but not soft or overripe, which are well formed, clean, and free from decay, broken skins which are not healed, worms, worm holes		½ Bushel : 60 Count	80	80	$28.00	$47.25
Peaches	U.S. Extra #1 or Better	Fresh, mature, but not overripe, thin skinned, peel has a fuzzy smooth texture, juicy sweet	Average Size 2 1/4" diameter	½ Bushel : 70 Count	280	35	$26.00	$45.00
Pears	U.S. #1 or Better	Fresh, firm, thin skinned, peel is smooth texture, slightly Granular Flesh		Bushel 110 Count	200	50	$32.00	$70.40
Plums	U.S. #1 or Better	Fresh, firm, medium size, globose to oval, juicy, peel is smooth, with a natural waxy surface that adheres to the flesh	Average Size 2" diameter	½ Bushel : 70 Count	320	40	$38.00	$45.00
Watermelon	U.S. #1 or Better	Fresh, seedless, picnic variety, whole melons	Approximately 22-26#	20#	800	100		$72.00
Cucumbers, Whole	U.S. Extra #1 or Better			25#	500	100		$45.00
*Tomatoes, Cherry	U.S. Combination	Fresh, firm, mature, but not overripe, smooth skinned, pink to red, yellow to orange in color		12 pint case	500	50		$65.00
Tomatoes, Grape	U.S. Combination	Fresh, firm, mature, but not overripe, smooth skinned, pink to red, yellow to orange in color		12 pint case	500	50		$55.00

Primary
Secondary

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.06 Fun Academics in the Summer Time (FAST) Elementary Grant
Type	Information, Discussion, Action
Suggested Action	Board acceptance of the FAST Elementary grant
Department(s)	System Accountability & School Administration, Fiscal Services
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.

Content

PURPOSE OF PRESENTATION: To seek Board of Education approval of a grant to support summer 2027 programming at five Title I elementary schools.

BACKGROUND/SUMMARY: Frederick County Public Schools (FCPS) has been awarded a $400,000 21st Century Community Learning Center grant from the Maryland State Department of Education (MSDE) to support Fun Academics in the Summer Time (FAST) programs at five Title I elementary schools.

If accepted by the Board of Education, grant funds for the FAST summer 2027 program would be used to operate a five-week summer program for rising first through third grade students at Butterfly Ridge, Hillcrest, Lincoln, Monocacy and Waverley elementary schools. Forty students would be served at each school.

The FAST program would provide four and a half hours of academic, enrichment and social-emotional programming each day that the program is in session. If accepted by the Board of Education, FAST grant monies would be used to support:

• An FCPS Grant Specialist to monitor the fiscal components of the FAST grant ($7,614).
• FCPS teachers to serve as the program lead at each school ($60,978), as well as teachers to plan and implement enrichment activities at each school ($8,052).
• The costs of FCPS teachers to provide daily instruction in language arts and math ($153,038).
• The costs of a counselor at each school to provide small group counseling and social emotional learning ($18,052)
• The work of community liaisons in promoting family engagement and student attendance ($15,705).
• Professional learning to FAST staff on the academic interventions used in the programs

($20,328).
• School-based secretaries to roster and tag FAST students in Powerschool for attendance and transportation purposes ($2,131).
• Student supplies and materials to support program interventions and engagement activities ($29,946).
• Transportation costs to and from the programs by the FCPS Department of Transportation Services ($5,668).
• Associated fringe benefit costs for the per diem pay outlined above ($26,147).
• Indirect costs ($7,843).

In addition, grant funds would be used to hire an external evaluator ($24,948), as required by MSDE, and provide in-school field trips to ensure a broad and engaging enrichment experience for students ($5,500). The grant would also be used to support the work of our community-based partners ($11,550), The Delaplaine Arts Center and Blue Sky Wellness. Lastly, grant funds would be used for the grant manager to attend meetings and conferences as required by MSDE ($2,500).

Acceptance of this grant does not require FCPS to expend additional local resources.

PROCESS STATEMENT: FCPS Regulation 500-21 requires that all grant awards over $50,000 must be accepted by the Board of Education.

PRESENTER(S) & TITLE(S):
Doreen Bass, Grant Management Specialist
Justine Freimanis, Teacher Specialist for School Improvement & Title I

SUBMITTED BY:
Dr. Jamie Aliveto, Chief, Schools and Accountability

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.07 FY2027 Comprehensive Maintenance Plan for Educational Facilities
Type	Information, Discussion, Action
Suggested Action	Board approval of the FY2027 Comprehensive Maintenance Plan
Department(s)	Operations
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community. Goal 2 - Operational Excellence - FCPS will hire, support, and retain staff who champion individual, professional, and student excellence. Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence. Goal 4 - Stakeholder Engagement - FCPS will nurture relationships with families and the entire community, sharing responsibility for student success and demonstrating pride in all aspects of our school system. Goal 5 - Student & Staff Experience - FCPS will promote a culture fostering wellness and civility for students and staff.

Content

PURPOSE OF PRESENTATION: Staff seeks approval of the FY2027 Comprehensive Maintenance Plan (CMP) from the Board of Education of Frederick County (BOE).

BACKGROUND/SUMMARY: The Code of Maryland Regulations (14.39.02.19), requires each Local Education Agency (LEA) to annually update and submit to the Interagency Commission on School Construction (IAC) a BOE-approved CMP.

PROCESS STATEMENT: The IAC uses CMPs for the following purposes:

1. Evaluate the degree to which activities should contribute to maintaining learning environments that are healthy, safe, and educationally sufficient for all students that the LEA serves;
2. Evaluate the degree to which activities should maintain facilities in a condition that will ensure that the LEA obtains the appropriate longevity and value from the local and state

investments made to date; and
3. Evaluate and compare each LEAs' maintenance planning both over time and across the state in a manner that supports the identification of best practices that the IAC can then share with all LEAs.

PRESENTER(S) & TITLE(S):
Larry L Phillips, Director, Maintenance and Operations
Lloyd Mills, Senior Manager, Maintenance
Ed Reinhold, Senior Manager, Operations

SUBMITTED BY:
Dr. Paul A. Lebo, Chief Operating Officer

ATTACHMENT(S):
09.09.2206 FY2027 Comprehensive Maintenance Plan for Educational Facilities_FINAL.pdf
09.09.2026 FY2027 Comprehensive Maintenance Plan for Educational Facilities PPT_FINAL.pdf

Frederick County Public Schools
MAINTENANCE & OPERATIONS

COMPREHENSIVE

MAINTENANCE

PLAN

FY27

FCPS

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Dr. Cheryl L. Dyson	Superintendent

FACILITIES SERVICES

Dr. Paul A. Lebo	Chief Operating Officer
Larry L. Phillips (LP)	Director of Maintenance and Operations
Lloyd Mills	Senior Manager of Maintenance
Edward Reinhold	Senior Manager of Operations
Sarah Winters	Supervisor of Facilities Systems

Executive Summary

Frederick County Public Schools (FCPS) remains committed to providing safe, healthy, and educationally supportive learning environments for all students and staff. The FY2027 Comprehensive Maintenance Plan (CMP) outlines the district's strategy for maintaining and sustaining its portfolio of educational facilities while ensuring responsible stewardship of public investments.

In accordance with Code of Maryland Regulations (COMAR 14.39.02.18), FCPS updates and submits a Board of Education approved CMP annually to the Interagency Commission on School Construction (IAC). The plan documents FCPS's maintenance strategy, operational priorities, and resource allocation for the upcoming fiscal year while aligning with the district's Educational Facilities Master Plan (EFMP) and Capital Improvement Program (CIP).

The FY2027 CMP emphasizes the strategic approach to maintain and sustain. This approach reflects FCPS's commitment to preserving the reliability and functionality of existing facilities while maximizing the useful life of building systems and infrastructure.

As Frederick County continues to experience growth, the school system must balance two important priorities: expanding educational facilities through capital construction and sustaining the performance of existing infrastructure. This plan highlights the strategies used by the Maintenance & Operations Department to manage both responsibilities effectively.

Key strategic objectives for FY2027 include:

- Maintaining safe, reliable, and comfortable learning environments
- Extending the operational life of building systems through proactive maintenance
- Utilizing data-driven decision making to improve operational efficiency
- Strengthening workforce capacity and professional development
- Supporting district sustainability and energy efficiency initiatives

These priorities support FCPS's broader mission of ensuring that every student learns in a safe and supportive educational environment.

Purpose and Objectives

The Comprehensive Maintenance Plan (CMP) is prepared annually to document Frederick County Public School's (FCPS) strategy for maintaining its educational facilities and supporting infrastructure. For FCPS, the CMP serves both as a planning framework and an accountability tool. The document outlines the maintenance practices, organizational resources, and operational priorities that guide the Maintenance and Operations Department's work in sustaining safe and effective learning environments. It also provides transparency to the Board of Education, state agencies, and the public regarding how the district manages and protects the substantial public investment represented by its facilities.

The CMP works in coordination with the other key planning documents, including the Educational Facilities Master Plan (EFMP) and the Capital Improvement Program (CIP). While the EFMP and CIP guide long-term capital planning, facility modernization, and school

construction, the CMP focuses specifically on the operational practices that preserve the day-to-day performance and longevity of existing facilities.

The objectives of the Comprehensive Maintenance Plan are to:

- Maintain school facilities in a condition that supports safe, healthy, and effective learning environments;
- Establish maintenance practices that extend the useful life of building systems and infrastructure;
- Ensure maintenance operations align with state regulations, safety standards, and educational program needs;
- Support efficient facility operations through preventative maintenance and coordinated planning;
- Inform stakeholders of the district's facility maintenance strategy and operational priorities.

Through these objectives, the CMP provides a clear framework for how FCPS maintains its facilities portfolio and sustains building performance in support of the district's educational mission.

Maintenance and Operations Overview

The Frederick County Public Schools (FCPS) Maintenance and Operations Department is responsible for sustaining the performance, reliability, and functionality of a diverse portfolio of more than 70 facilities, including 69 schools as well as administrative and support buildings. The department's work is centered on maintaining environments that are safe, operational, and supportive of instructional and community use.

The focus of Maintenance and Operations is on extending the useful life of building systems, preserving facility condition, and ensuring continuity of operations through structured maintenance practices and coordinated service delivery.

Core services provided by the department include:

- **Preventative and corrective maintenance** across all major building systems, including HVAC, plumbing, roofing, electrical, and structural components, with an emphasis on system reliability and lifecycle extension;
- **Work order management**, utilizing an integrated Computerized Maintenance Management System (CMMS) to prioritize, track, and respond to maintenance needs in a timely and efficient manner;
- **Facility modification and improvement requests**, administered through a formalized review and approval process to ensure alignment with operational standards, safety requirements, and long-term facility planning;
- **Energy management and sustainability initiatives**, including building automation system optimization, LED lighting upgrade, and occupancy-based controls to improve efficiency and reduce operational costs;
- **Indoor air quality management**, supported through routine HVAC inspections, filter replacement programs, and proactive system maintenance to maintain healthy learning environments;
- **Environmental stewardship practices**, including the use of environmentally responsible cleaning products and support of district-wide recycling and sustainability efforts; and

- **Seasonal and operational readiness activities**, such as snow and ice removal, stormwater system maintenance, and comprehensive school readiness inspections to ensure facilities are prepared for daily use and changing conditions.

Through these coordinated efforts, the Maintenance and Operations Department supports the district's commitment to sustaining high-quality facilities while adapting to the evolving needs of students, staff, and the broader community.

Figure 1

FY2026	# of WOs	Labor Hours	Part Costs	Purchase Costs	Grand Total Costs
Corrective Maintenance	21,715**	91,705	$4,051.51	$4,928,700.48	$7,929,920.79
Preventative Maintenance	51,238	86,526	$247,904.95*	$102,446.20	$3,236,261.75
Grand Total	72,953	178,231	$251,956.46	$5,031,146.68	$11,166,182.54

*Part Costs only consist of Air Filters, and contracted Elevator Services for Preventative Maintenance (PM) WOs

**WOs include ADA requests and Facility Modification requests

Alignment with CIP and EFMP

The Comprehensive Maintenance Plan (CMP) functions as a key component of Frederick County Public Schools' (FCPS) integrated facility planning framework, working in coordination with the Capital Improvement Program (CIP) and the Educational Facilities Master Plan (EFMP) to support both immediate operational needs and long-term infrastructure sustainability.

The **Capital Improvement Program (CIP)** establishes the district's priorities for new construction, renovations, and systemic upgrades based on capacity requirements, facility condition, and programmatic needs. While the CIP focuses on capital investment and major building system replacements, the CMP complements these efforts by sustaining existing systems and maintaining facility performance between capital renewal cycles. This coordinated approach supports the maintain and sustain approach by ensuring that building systems remain operational and reliable until planned replacement or modernization occurs.

The **Educational Facilities Master Plan (EFMP)** provides a long-range outlook on facility needs, informed by enrollment projections, educational program requirements, and comprehensive facility assessments. The EFMP guides decisions related to school capacity, modernization, and future construction, while the CMP focuses on preserving current assets and maintaining operational readiness across the existing portfolio.

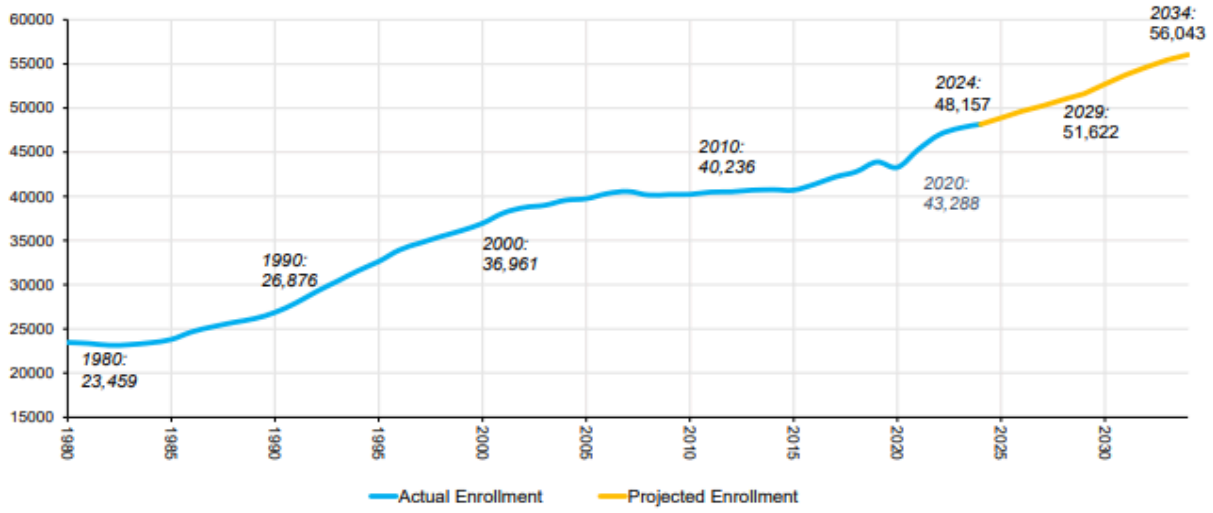
Together, the CMP, CIP, and EFMP form a comprehensive and interdependent planning structure. The CMP ensures that day-to-day maintenance practices support and extend the effectiveness of capital investments, while alignment with the CIP and EFMP allows FCPS to

balance growth, modernization, and ongoing facility stewardship in a fiscally responsible and sustainable manner.

FY26-FY27 CIP Projects

Facility/Project Name	Description/Objective	Cost
Yellow Springs ES	New Construction	$56,008,812
Linganore Creek ES	New Construction	$67,078,738
Tuscarora HS	Softball Dugouts - Ch. 15	$146,421.00
Twin Ridge ES	Renovation	$20,752,658.00
Hillcrest ES	Renovation	$19,191,500.00
Hillcrest ES Portable	Renovation of Portables	$2,000,000.00
Whittier ES Portable	Install new portables and remove old	$2,000,000.00
Middletown ES / MS Co-Located School	New Construction - Replacement	$120,912,184.00
Lewistown ES	Boiler	$307,830.00

Figure 2[1]



Together, the CIP, EFMP, and CMP create a comprehensive framework that guides decision-making around school infrastructure in support of academic goals.

Conclusion

The Frederick County Public Schools Comprehensive Maintenance Plan establishes a structured and sustainable approach to maintaining the district's educational facilities. Through the coordinated efforts of the Maintenance and Operations Department, FCPS continues to preserve the functionality, reliability, and overall condition of its buildings and infrastructure.

[1] Figure 2 uses total enrollments counting every child that is served by FCPS.

Consistent with the FY2027 objective of maintain and sustain, this plan reflects a continued focus on extending the useful life of building systems, supporting operational continuity, and aligning maintenance practices with long-term capital planning efforts. By emphasizing preventative maintenance, data-informed decision making, and responsible resource allocation, FCPS is positioned to manage both the demands of a growing system and the challenges of an aging facility portfolio.

As the district advances its capital program and responds to evolving educational needs, the CMP provides a clear framework for sustaining existing assets while supporting future investments. This balanced approach ensures that facilities remain safe, operational, and capable of supporting instructional programs and community use.

Through ongoing coordination with the Capital Improvement Program and Educational Facilities Master Plan, FCPS will continue to maintain facilities in a manner that protects public investment and supports the delivery of high quality educational environments.

FY25-FY26 YSES New Construction

FY25-FY26 LCES New Construction

A

INTRODUCTION AND SUPPORTING INFORMATION

A.1.

TABLE OF CONTENTS

A	**INTRODUCTION AND SUPPORTING INFORMATION**		**8**
	A.1.	Table of Contents	**9**
	A.2.	Guiding Principles	**10**
	A.3.	Vision	**10**
	A.4.	Mission	**11**
	A.5.	Interrelationships	**11**
	A.6.	Improvements	**13**
	A.7.	Long-Term Focus	**15**
	A.8.	Near-Term Focus	**19**
	A.9.	Obstacles & Challenges	**21**
	A.10.	Computerized Maintenance Management System (CMMS)	**23**
	A.11.	Facilities Assessment Plan	**27**
B	**FACILITY OUTCOMES**		**32**
	B.1.	Facility Usability	**33**
	B.2.	Preventative Maintenance Work Orders	**33**
	B.3.	Corrective Maintenance	**33**
	B.4.	Custodial	**33**
C	**RESOURCES AND INPUTS**		**37**
	C.1.	Maintenance Staffing and Organization	**38**
	C.2.	FCPS Facilities Portfolio	**44**
	C.3.	Summary of Current Staffing Against Industry Standards	**47**
D	**FUNDING, BUDGETS, AND SPENDING**		**50**
	D.1.	Budget Narrative	**51**
	D.2.	Maintenance and Operations Budget Categories	**51**
	D.3.	Portfolio Replacement Value	**52**
	D.4.	Fiscal Summary and Strategic Direction	**53**
E	**PROFESSIONAL DEVELOPMENT**		**54**
	E.1.	Workforce Development Plan	**55**
F	**CMMS/DATA SUMMARY**		**56**
	F.1.	Summaries of Data	**56**
G	**PROOF OF BOARD APPROVAL**		**57**
	G.1.	Written Board of Education Approval	**58**
H	**PREVENTATIVE MAINTENANCE PLAN**		**59**
	H.1.	Preventative Maintenance Plan with Frequencies	**60**

A.2. GUIDING PRINCIPLES

Rooted in Frederick County Public Schools' commitment to *Every Child, Every Day,* the Comprehensive Maintenance Plan is guided by principles that reflect our responsibility to sustain safe, reliable, and high performing learning environments. These principles reinforce the district's commitment to responsible stewardship of public assets while supporting the daily operations of schools and facilities.

In alignment with our maintain and sustain objective, Maintenance and Operations prioritizes the preservation of facility condition, the reliability of building systems, and the efficient use of resources to support long term infrastructure sustainability.

Our work is anchored in the following values:

Integrity | We operate with transparency and accountability, ensuring that maintenance decisions and action reflect sound judgment and responsible stewardship of public resources.

Efficiency | We manage financial, material, and human resources in a manner that maximizes operational effectiveness, reduces waste, and supports the long term performance of building systems.

Excellence | We apply industry best practices and high standards of workmanship to deliver consistent, reliable, and proactive maintenance services that support safe and functional learning environments.

A.3. VISION

The vision of the Maintenance and Operations Department is to sustain school facilities that consistently support safe, reliable, and uninterrupted educational operations.

Through the maintain and sustain approach, FCPS envisions a facilities portfolio where building systems operate as intended, maintenance needs are addressed proactively, and facilities remain in a condition that supports both instructional and community use. This includes maintaining environments that are safe, accessible, and well cared for, allowing schools to function without disruption.

The department's vision aligns with the district's broader priorities by recognizing that well maintained facilities contribute to stability, continuity of instruction, and the overall effectiveness of the educational program.

A.4.

MISSION

The mission of the Maintenance and Operations Department is to implement a structured and data informed maintenance program that ensures the continued reliability, safety, and functionality of all FCPS facilities.

In support of the maintain and sustain approach, the department focuses on preserving facility condition and extending the useful life of building systems through proactive maintenance practices, coordinated planning, and effective execution of work.

To achieve this, the department:

- Promotes coordination and accountability across maintenance, operations, and school based teams to support consistent service delivery;
- Applies preventative maintenance and lifecycle management practices to extend the performance of district assets;
- Supports uninterrupted school operations by minimizing facility related disruptions through timely and effective maintenance response; and
- Aligns maintenance practices with district priorities, including sustainability, fiscal responsibility, and long term infrastructure planning.

Through these efforts, Maintenance and Operations ensures that FCPS facilities remain operational, dependable, and capable of supporting the district's educational mission.

A.5.

INTERRELATIONSHIPS

Frederick County Public Schools (FCPS) maintains a coordinated and integrated approach to facility planning, maintenance, and capital investment. The Comprehensive Maintenance Plan (CMP) operates in alignment with the Educational Facilities Master Plan (EFMP) and the Capital Improvement Program (CIP), forming three interdependent planning documents that guide both long term infrastructure strategy and day to day facility operations.

These documents are developed collaboratively across departments and updated annually to ensure alignment with district priorities, state requirements, and community needs. Together, they provide a structured framework that balances system growth, capital investment, and the ongoing responsibility to maintain and sustain existing facilities.

Educational Facilities Master Plan (EFMP)

The Educational Facilities Master Plan (EFMP), developed by the FCPS Capital Programs Department, establishes the district’s long range vision for school facilities. Updated annually and approved by the Board of Education, the EFMP is submitted to the Maryland Interagency Commission on School Construction (IAC) and serves as the foundation for facility planning and capital investment decisions.

The EFMP includes:

- Educational goals, standards, and facility design guidelines;

- Community analysis demonstrating alignment with Frederick County and municipal comprehensive plans and growth management strategies;
- Inventory and assessment of existing school facilities;
- Current and projected student enrollment data;
- Analysis of future facility needs based on capacity and program requirements;
- Policies addressing colocation, shared use, and shared cost of facilities;
- Strategies to address capacity needs in growth areas, including Adequate Public Facilities Ordinance (APFO) considerations; and
- Transportation considerations impacting students, staff, and school operations.

The EFMP provides long term planning context for how facilities will support the districts' instructional mission, guiding decisions related to modernization, replacement, and new construction.

Capital Improvement Plan (CIP)

The Capital Improvement Plan (CIP), prioritizes major capital projects over a ten year planning horizon. The CIP is updated annually and ensures that proposed capital investments are aligned with facility needs, enrollment projections, and district priorities.

The CIP includes:

- New school construction and replacement projects;
- Additions to existing facilities to address capacity needs;
- Systemic and limited renovation projects;
- Use and placement of relocatable classroom facilities; and
- Projects submitted for local planning approval and state funding consideration.

While the CIP focuses on capital renewal and system replacement, it also reflects the increasing need to address aging infrastructure within the existing portfolio. The CIP therefore plays a critical role in determining when building systems transition from maintenance to replacement.

Comprehensive Maintenance Plan (CMP)

The Comprehensive Maintenance Plan (CMP), developed by the Maintenance and Operations Department, focuses on the operational practices required to sustain facility performance on a daily basis. The CMP outlines maintenance strategies, resource allocation, and operational priorities for the upcoming fiscal year, and is approved annually by the Board of Education and submitted to the IAC.

Consistent with the our objective of **Maintaining and Sustaining**, the CMP emphasizes:

- Proactive preventive maintenance to extend the useful life of building systems;
- Continuous monitoring and servicing of facility components to maintain reliability;
- Data informed maintenance practices supported by the Computerized Maintenance Management System (CMMS); and
- Coordination with capital planning efforts to ensure systems are maintained effectively until scheduled replacement or modernization.

The CMP ensures that facilities remain operational and safe between major capital investments, reducing the risk of system failure and supporting continuity of school operations.

Integrated Planning Approach

Together, the EFMP, CIP, and CMP created a comprehensive and interdependent planning structure:

- The **EFMP** defines long term facility needs and system wide strategy;
- The **CIP** translates those needs into prioritized capital projects and investments; and
- The **CMP** sustains the performance of existing facilities through structured maintenance practices.

This integrated approach enables FCPS to balance growth, modernization, and ongoing facility stewardship. By aligning maintenance and operations with capital planning, the district is able to maintain and sustain its facilities portfolio in a manner that protects public investment, supports operational reliability, and ensures facilities remain capable of meeting the evolving needs of students and staff.

A.6.

IMPROVEMENTS

Planned System and Facility Improvements

FCPS continues to implement targeted maintenance and capital improvement projects designed to sustain facility performance and address system deficiencies. These projects focus on extending the useful life of building systems, improving functionality, and maintaining safe and effective learning environments.

Planned improvements include:

- Mechanical system upgrades;
- Site and facility enhancements;
- Interior upgrades to support instructional spaces; and
- Replacement or renovation of aging portable classroom units.

These improvements are prioritized based on facility condition, operational impact, and alignment with long term planning objectives.

Operational Progression and Implementation

Frederick County Public Schools (FCPS) continues to advance its maintenance and operations framework through the implementation and refinement of initiatives established in prior fiscal years. Building on the structural and strategic changes initiated in FY2025 and expanding in FY2026, the district is now focused on stabilizing, integrating, and sustaining these improvements to support long term operational performance.

Consistent with our maintain and sustain approach, current efforts emphasize the continued maturation of organizational structures, improved coordination across functional areas, and the sustained execution of initiatives designed to enhance service delivery and system reliability.

Maintenance and Facility Services Integration

Following the reorganization of maintenance operations into a streamlined, area based structure, FCPS has advanced the integration of facility services (formerly custodial services) into this framework. The centralization of facility operations, initiated in FY2026 and continuing into FY2027, aligns supervision, communication, and accountability across both maintenance and operations functions.

This integrated model supports:

- Improved coordination between maintenance and facilities teams;
- More effective deployment of staff and resources across facilities;
- Enhanced consistency in service delivery and operational standards; and
- Strengthened leadership capacity through a unified supervisory structure.

By aligning these functions geographically and operationally, FCPS is better positioned to respond to facility needs in real time and sustain consistent service levels across all facilities.

Predictive Maintenance Program Advancement

FCPS continues to build upon its predictive maintenance program from initial assessment to operational implementation. The district is expanding the use of predictive tools and data to improve system reliability and reduce unplanned failures.

Key focus areas include:

- Deployment of condition monitoring technologies on high priority systems such as HVAC and mechanical equipment;
- Integration of predictive data into the CMMS to support scheduling and maintenance planning;
- Training of maintenance staff to interpret system performance data and respond proactively; and
- Use of predictive insights to inform both operational decisions and long term capital planning.

These efforts support a shift toward more proactive and data driven maintenance practices, aligning with the district's long term strategy to sustain building systems and reduce lifecycle costs.

Continuous Improvement and Operational Alignment

FCPS continues to refine its maintenance program through a structured approach to continuous improvement. This includes evaluating operational performance, expanding successful initiatives, and aligning maintenance practices with facility condition data and system needs.

Current efforts focus on:

- Strengthening the connection between maintenance operations and facility assessments;
- Improving data collection and analysis to support decision making; and
- Enhancing coordination between maintenance, operations, and capital planning functions.

This ongoing refinement ensures that operational improvements are sustained and scaled effectively across the organization.

Major Maintenance and Repair Projects

FCPS continues to advance mid-life renovation projects and other large scale maintenance efforts that address significant infrastructure needs. These projects are critical to sustaining facility performance and delaying the need for full replacement.

List of Major Capital Maintenance Projects

- Twin Ridge ES Renovation
- Hillcrest ES Renovation

A.7. LONG-TERM FOCUS

Frederick County Public Schools (FCPS) maintains a long term approach to facility management that prioritizes the preservation of existing assets while strategically planning for system renewal and replacement. As the district continues to experience enrollment growth alongside an aging facility portfolio, the Maintenance and Operations Department is focused on sustaining building performance, extending system life, and aligning maintenance practices with long term capital planning.

Consistent with our maintain and sustain approach, FCPS has transitioned from a reactive maintenance model to a structured, forward looking approach that emphasizes proactive system care, lifecycle management, and data informed decision making. This approach supports operational reliability while allowing the district to manage financial constraints and competing capital priorities.

Maintain and Sustain Approach

FCPS utilizes a maintain and sustain approach as the foundation of its facility management strategy. This approach reflects a disciplined and balanced method of preserving existing assets while strategically planning for system renewal and replacement over time.

Given the scale of the district's facilities portfolio and the realities of funding constraints and aging infrastructure, it is not feasible to replace all building systems at the end of their original

lifecycle. The maintain and sustain approach addresses this challenge by prioritizing proactive maintenance, extending the useful life of building systems, and ensuring that facilities remain safe, functional, and supportive of instructional programs.

Through structured preventive and predictive maintenance practices, FCPS is able to reduce the frequency of emergency repairs, improve system reliability, and manage operational costs more effectively. These efforts allow the district to sustain building performance between capital renewal cycles and minimize disruptions to school operations.

This approach also supports data driven decision making by leveraging facility assessments, work order trends, and system performance data to prioritize maintenance activities and inform long term planning. By aligning maintenance practices with the Educational Facilities Master Plan (EFMP) and Capital Improvement Plan (CIP), FCPS ensures that short term operational efforts are coordinated with long term capital investment strategies.

Importantly, the maintain and sustain approach strengthens the district's ability to responsibly manage public assets. By maximizing the value of existing infrastructure and delaying premature system replacement, FCPS is able to reduce total cost of ownership while maintaining high quality learning environments.

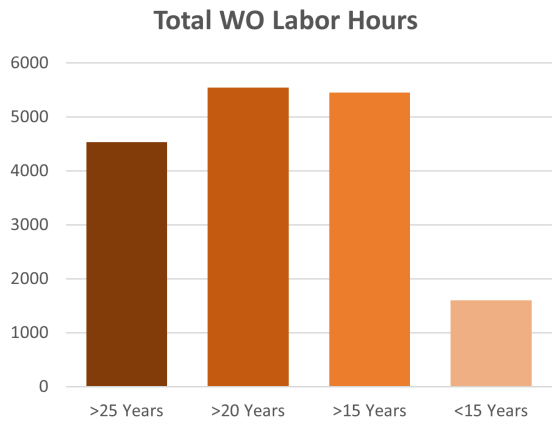
Through this strategy, FCPS is positioned to effectively balance the demands of a growing school system with the need to sustain an aging facility portfolio, ensuring that facilities remain reliable, efficient, and capable of supporting student success both now and in the future.

Proactive System Stewardship

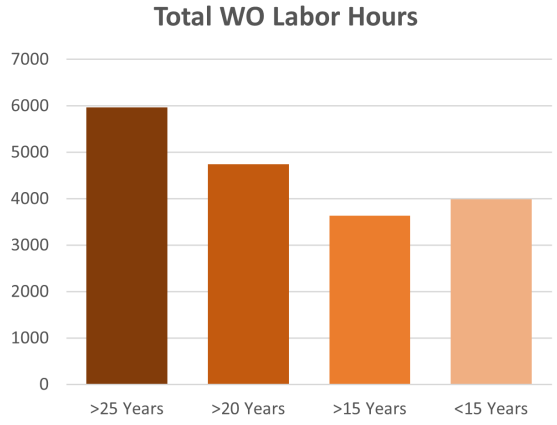
FCPS prioritizes the ongoing maintenance and monitoring of critical building systems, including HVAC, roofing, electrical, plumbing, and life safety components. These systems are essential to maintaining safe and functional learning environments and represent a significant portion of the district's infrastructure investment.

Through preventative maintenance, targeted repairs, and planned interventions, the department works to sustain system performance and delay the need for full replacement where appropriate. This approach allows FCPS to maximize the useful life of assets while maintaining operational continuity and minimizing disruptions to instruction.

Chillers



Boilers



Lifecycle Management and Total Cost of Ownership

Long term maintenance planning is guided by an understanding of the full lifecycle cost of building systems. FCPS incorporates Total Cost of Ownership (TCO) principles to evaluate maintenance, repair, and replacement decisions.

This includes:

- Applying lifecycle cost analysis to determine the most effective timing for repair versus replacement;
- Expanding preventive and predictive maintenance practices to reduce the frequency of emergency repairs; and
- Utilizing data from the Computerized Maintenance Management System (CMMS) to inform decisions that balance short term operational needs with long term financial sustainability.

This approach supports more efficient use of resources and reduces the long term cost burden associated with deferred maintenance.

Facility Assessment and Condition Monitoring

FCPS continues to enhance its internal facility assessment program to support long term planning and maintenance prioritization. This program is integrated with the CMMS and provides a consistent framework for evaluating facility conditions across the district.

Key components include:

- A standardized facility condition rating system to assess major building systems;
- Ongoing data collection through work order trends, technician observations, and system performance monitoring; and
- Use of condition data to inform both maintenance planning and capital investment decisions.

Facility condition information is shared across departments to support alignment with the Education Facilities Master Plan (EFMP) and Capital Improvement Plan (CIP), ensuring that system replacement and modernization efforts are prioritized based on need.

Maintain Versus Replace Strategy

A central component of FCPS's long term focus is balancing the decision to maintain existing systems versus replacing them through capital investment. Not all systems can be replaced immediately due to funding constraints and competing priorities; therefore, maintenance strategies are designed to sustain performance until replacement can occur.

This approach includes:

- Identifying systems that can be effectively sustained through maintenance and repair;
- Prioritizing capital replacement for systems that have reached the end of their useful life or present operational risk; and
- Coordinating maintenance activities to support the transition between sustainment and capital renewal.

This deliberate strategy ensures that limited resources are used effectively while maintaining safe and functional facilities.

Impact-Based Prioritization

Maintenance planning incorporates multiple factors to ensure that resources are directed where they have the greatest impact. FCPS evaluates maintenance priorities based on:

- **Educational impact**, ensuring that facility conditions support teaching and learning;
- **Operational impact**, focusing on systems critical to building functionality and daily operations; and
- **Financial impact**, prioritizing actions that reduce long term costs and prevent high cost failures.

This approach ensures that maintenance decisions are aligned with both operational needs and broader district priorities.

Sustaining Facility Performance

FCPS's long term maintenance strategy reflects a commitment to sustaining facility performance through disciplined planning, coordinated operations, and responsible resource management. By integrating maintenance practices with capital planning and continuously evaluating facility condition, the district is positioned to manage the challenges associated with growth and aging infrastructure.

Through the maintain and sustain approach, FCPS will continue to preserve the integrity of its facilities portfolio, extend the useful life of building systems, and support reliable, uninterrupted educational environments across the district.

A.8.

NEAR-TERM FOCUS

In the near term, Frederick County Public Schools (FCPS) is focused on strengthening its operational capacity to sustain facility performance across a growing and aging portfolio. Consistent with the maintain and sustain approach, the Maintenance and Operations Department is prioritizing workforce stability, operational efficiency, and targeted program improvements that support reliable, day to day facility operations.

A primary area of focus is the continued development and retention of a skilled maintenance workforce. While progress has been made in reducing vacancy rates, recruitment and retention challenges persist across key trades, particularly in HVAC. A position that is critical to maintaining system reliability and ensuring safe, functional learning environments.

Workforce Stabilization and Recruitment

FCPS continues to implement targeted strategies to attract and retain qualified maintenance personnel. Although the district offers competitive benefits, a stable work environment, and alignment with school calendar, competition from the private sector remains a significant factor in recruitment efforts.

Near term workforce priorities include:

- Strengthening recruitment strategies to reach a broader and more diverse candidate pool;
- Promoting the long term value of public sector employment, including stability, benefits, and purpose driven work; and
- Supporting retention through a positive work environment, clear expectations, and opportunities for professional growth.

Addressing Workforce and Market Challenges

The district continues to navigate several external and internal factors that impact workforce development:

- **Compensation pressures**, as private sector wages for skilled trades often exceed those available in the public sector;
- **Aging workforce trends**, requiring proactive succession planning and knowledge transfer;
- **Increasing technical complexity** of building systems, particularly in HVAC, controls, and energy management systems; and
- **Regional labor market constraints**, limiting the availability of qualified candidates.

To address these challenges, FCPS is working to refine its recruitment, training, and retention strategies to better align with current market conditions and operational needs.

Workforce Development and Career Pathways

FCPS continues to invest in long term workforce development through structured training and career pathway initiatives. These efforts support both recruitment and retention by creating clear entry points into the trades and opportunities for advancement within the organization.

Key initiatives include:

- Expansion of internal training and mentorship opportunities to strengthen technical and leadership capacity;
- Continued support and growth of the FCPS Trades Apprenticeship Program, which provides hands-on training in key disciplines such as HVAC, plumbing, and electrical; and
- Collaboration with Career and Technology Center (CTC) programs and community partners to promote skilled trades as viable and sustainable career pathways.

These programs are essential to building a reliable workforce capable of sustaining facility operations over time.

Operational Priorities

In addition to workforce development, FCPS is focused on strengthening operational practices that support consistent service delivery and facility reliability. Near term priorities include:

- Enhancing preventive maintenance execution to improve system performance and reduce reactive work;
- Improving work order management processes through effective use of the CMMS;
- Supporting the implementation of centralized facility services to improve consistency and efficiency; and
- Advancing coordination between maintenance operations and facility assessment to better inform planning and resource allocation.

A.9.

OBSTACLES & CHALLENGES

Capital Funding Availability and Prioritization

Frederick County Public Schools (FCPS) continues to navigate the challenge of balancing system growth with the ongoing need to renew and modernize existing facilities. The district has appropriately prioritized new school construction to address enrollment growth. At the same time, FCPS has made meaningful progress in advancing major renovations and modernization projects, supported through continued investment from Frederick County Government and the State of Maryland.

These capital investments have been critical in addressing aging infrastructure and improving the functionality of existing schools. The partnership between the County, the State, and the Board of Education has enabled FCPS to complete significant renewal efforts and advance key projects aligned with long term facility planning.

However, despite this progress, the scale of the district's facility portfolio and the pace of system aging continue to present challenges. The need for modernization and system replacement remains substantial, and available funding must be carefully prioritized across competing demands, including capacity, renovation, and systemic upgrades.

Consistent with our maintain and sustain approach, FCPS continues to rely on its Comprehensive Maintenance Program to extend the useful life of building systems, maintain operational reliability, and bridge the gap between current conditions and future capital investments. This approach ensures that facilities remain safe and functional while long term funding strategies are implemented.

Aging Facility Portfolio

FCPS, like many school systems across Maryland, is managing an increasingly aging inventory of facilities. While capital investments have addressed a portion of these needs, a significant number of building systems across the portfolio are approaching or have exceeded their intended lifecycle.

Key challenges associated with the aging portfolio include:

- **End of Life Building Systems**: Core infrastructure components, including mechanical, electrical, plumbing, and structural systems, require replacement as they reach the limits of effective maintenance.
- **Ongoing Capital Renewal Needs**: Even with recent modernization efforts, the number of facilities requiring reinvestment continues to grow, requiring sustained and strategic capital planning.

- **Increased Demand on Maintenance Resources**: As systems age, maintenance efforts increase in frequency and complexity, placing additional demand on staffing and operational budgets.
- **Evolving Educational and Regulatory Standards**: Existing facilities must continue to adapt to changing expectations related to accessibility, energy performance, safety, and instructional delivery.
- **Statewide Educational Sufficiency Review**: Continued evaluation at the state level will further highlight the need to align older facilities with current educational adequacy standards.

Balancing Maintain and Replace

A central challenge for FCPS is maintaining the appropriate balance between sustaining existing systems and advancing capital replacement and modernization projects. While capital investments have made measurable progress, the district must continue to manage systems that remain in service beyond their original lifecycle.

The maintain and sustain approach supports this balance by:

- Extending system life through preventative and corrective maintenance;
- Prioritizing capital investment based on condition, risk, and operational impact, and
- Coordinating maintenance and capital planning to ensure efficient transition from sustainment to replacement.

This approach allows FCPS to maximize the value of past and current capital investments while maintaining operational continuity across all facilities.

Moving Forward

FCPS remains committed to responsible facility stewardship through continued collaboration with Frederick County Government, the State of Maryland, and the Board of Education. The district will continue to align maintenance practices with capital planning, advocate for sustained investment in facility renewal, and pursue strategies that support both immediate operational needs and long term infrastructure goals.

Through this coordinated effort, FCPS will continue to maintain and sustain its facilities while building on the progress achieved through recent capital investments, ensuring that all schools remain safe, reliable, and supportive of student success.

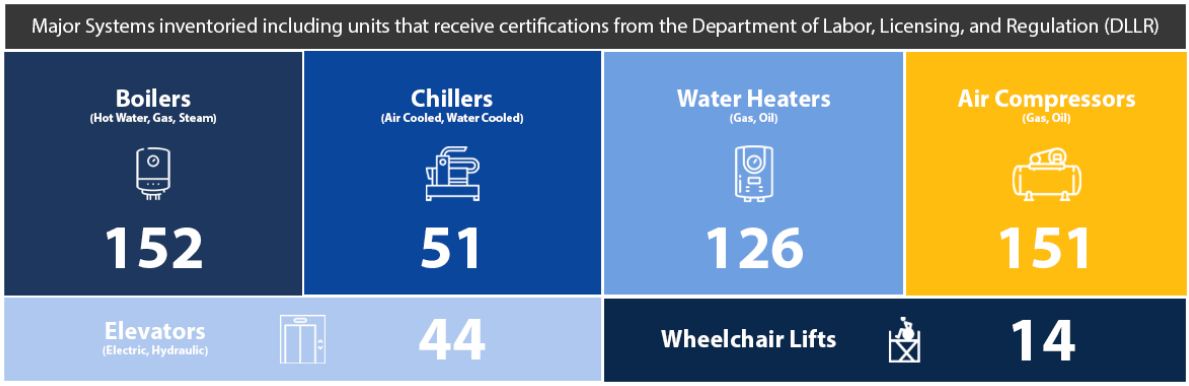
A.10.

COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM

The Frederick County Public Schools (FCPS) Maintenance and Operations Department relies on a robust Computerized Maintenance Management System (CMMS) to streamline workflows, track labor and materials, and ensure greater accountability across all facets of facilities maintenance. This system is a foundational element in our broader commitment to efficiency, transparency, and service excellence.

To support a modern, data-driven approach to facilities management, FCPS has adopted a Software-as-a-Service (SaaS) model for its Computerized Maintenance Management System (CMMS). This cloud-based solution provides secure, on-demand access to maintenance and capital planning tools without requiring internal server infrastructure or locally installed software. FCPS currently utilizes Asset Essentials (AE) by Siemens. AE is the central computerized maintenance management platform used to manage preventive and corrective maintenance tasks across all FCPS facilities. Within AE, FCPS maintains:

- A comprehensive asset inventory of all maintainable equipment and systems
- Preventive maintenance (PM) schedules tied to individual assets
- Work order tracking for routine, emergency, and deferred maintenance requests
- Inventory tracking for critical parts (e.g., air filters)
- Labor, material, and cost history associated with each task and asset



By capturing this data in a centralized location, AE supports performance monitoring, asset lifecycle management, and capital planning. The system also enables FCPS to generate maintenance histories at the facility and equipment level, linking operational data with long-term asset strategies.

SYSTEM COMPONENTS & MODULES

AE provides various components and functionalities that FCPS takes full advantage of to ensure optimal usage of the system. AE components detailed below:

Dashboard: The Dashboard acts as a landing page with multiple sections for quick access or overview information. There are various sections within the Dashboard that are used by our

school based staff, maintenance teams and operations staff. The most commonly used components include Quick Links, My Reports, Work Center, KPIs, and Charts. Information shown within each component is customizable to fit our users direct needs.

Work Orders: The work order system is used by school-based administrative staff, maintenance personnel, operations personnel, and project managers. Due to the software allowing Single Sign-On, all of our school based staff have the ability to sign-in and submit requests and view their requests. Our technicians are able to track their time, purchases, and work completed in a simple work order form. For historical data tracking purposes; assets, parts, purchases and labor all become associated with one another to track costs and labor over time per equipment and building.

Assets: Multiple fields for data tracking and helpful information for future reference. Assets can be added to work orders and become associated with the costs and labor hours for historical data tracking purposes.

Preventative Maintenance (PM) Schedule: Allows us to input our PM Plan, attach assets, add task books, assign personnel, and attach important documentation. Automatic work order generation occurs based off of an inputted set schedule to keep us on track and accountable. See section H for LEA-wide preventative maintenance plan including frequencies.

Parts: Currently using the Parts module for inventorying filters. Used for storing part data, tracking parts on work orders, and viewing inventory counts to aid in reorder needs.

IMPLEMENTATION

Since deployment of the CMMS, various user groups have integrated AE into their day-to-day in different manners.

School Based Staff: Submit work order requests and view status updates on previous requests.

Administrative Staff: Review and approve or deny work order requests. View previous work order request history for their facility.

Third-Party Contractors: Fill out Corrective or Preventive Maintenance work orders assigned to them. Currently we only have one contractor fully utilizing the software in this manner, and that is Eastern Elevator. Other contracted work orders are filled out manually by our maintenance staff.

Maintenance Technicians: Fill out and complete Corrective and Preventive Maintenance Work Orders. Track labor, purchases, and work done within the work orders. View asset data and locations within a facility.

Operations Staff: Submit work order requests, view status updates and history on previous requests. May fill out work order forms on occasion.

EFFICIENCY MEASURES

Operational efficiency is essential to FCPS's ability to sustain high-quality, uninterrupted learning environments across its portfolio of facilities. The Computerized Maintenance Management System (CMMS) is a cornerstone of this approach, enabling a structured, data-informed workflow to manage both preventive and corrective maintenance. The following practices illustrate how FCPS leverages the CMMS and other protocols to drive efficiency, accountability, and consistency.

Preventive Maintenance (PM) Processing

All preventive maintenance (PM) work orders are automatically generated through the CMMS in alignment with the district's formal Preventive Maintenance Plan (Section G.1). This automation ensures tasks are scheduled and tracked proactively—supporting asset longevity, system reliability, and regulatory compliance.

Asset Inventory

FCPS currently maintains an inventory of approximately 250,000 "maintenance-worthy" assets, including all major building systems and components, in the CMMS. Each asset is assigned a standardized name using a three-part structure:

- **Equipment ID** – Aligned with UniFormat equipment classification
- **Unique Identification Number** – Sequential and unique per asset
- **School Code** – Four-digit identifier for each facility

For example, the first inventoried air handling unit at Example School would be listed as A11-01 1234, allowing technicians to quickly identify the asset's function, sequence, and location. This level of specificity supports effective asset management, lifecycle tracking, and cost analysis.

Inventory Naming Structure

To ensure consistency, FCPS applies UniFormat, a uniform classification of construction systems and assemblies developed by the American Society for Testing and Materials (ASTM). This protocol is widely used by architects, engineers, and facility professionals to create standardized asset nomenclature across the design, construction, and maintenance life cycle.

Inventory Collection

During new construction and modernization projects, contractors are responsible for capturing asset data for select systems—such as HVAC equipment, pumps, and boilers. For the remaining equipment and systems, the FCPS Area Maintenance Teams collect and submit asset data to the Facilities Support (CMMS) Team using a district-provided spreadsheet that includes required fields such as model numbers, install dates, and locations.

To enhance future reference, each asset entry may also include:

- Photos of data plates
- QR code tags
- Digital copies of equipment documentation

Asset collection for new facilities typically concludes within 12 months of building occupancy. In FY2027, FCPS will prioritize completion of the asset inventory for Linganore Creek Elementary and Yellow Springs Elementary Schools, both recently built.

Work Order Requests

FCPS empowers Facility Services Leads to submit service requests directly into Asset Essentials (AE), our CMMS. This ensures timely, detailed reporting of facility issues that may impact instruction.

Key elements of the work order process:

- Requesters select the appropriate category and provide descriptions, photos, or documents
- All requests are reviewed by school-based administrative staff before routing
- Approved requests are forwarded automatically to the relevant Area Supervisor and Foreman
- Assigned technicians are expected to address issues without disrupting instructional time unless immediate action is required

Requesters may opt-in to receive **automated status updates**, or log in to monitor progress and history. Area Supervisors are responsible for ensuring each request is fulfilled to quality standards before final closure. This transparent, multi-step process reinforces FCPS's customer service commitment.

Preventive Maintenance Protocols

FCPS derives its baseline preventive maintenance schedules and procedures from RSMeans Facilities Maintenance & Repair Cost Data, a nationally recognized standard. Where RSMeans is not comprehensive, FCPS supplements with additional industry guidance, including:

- National Fire Protection Association (NFPA) protocols for life-safety systems (e.g., fire alarms, sprinkler systems)
- Original Equipment Manufacturer (OEM) recommendations for specialized assets (e.g., food service equipment, grounds maintenance equipment)

This multi-source strategy ensures PM tasks are both thorough and tailored to the criticality of the system or equipment involved.

Full PM Plan including frequencies can be found in **Section H**.

A.11.

FACILITIES ASSESSMENT PROCESS

Frederick County Public Schools (FCPS) utilizes a comprehensive and integrated approach to assessing facility condition in order to support informed maintenance planning, capital investment decisions, and overall system reliability. Consistent with the maintain and sustain approach, facility assessments play a critical role in identifying needs early, prioritizing resources, and extending the useful life of building systems.

The district's approach combines state led evaluations, internally developed assessment processes, contracted professional inspections, and regulatory compliance reviews to maintain a consistent and accurate understanding of facility conditions across the portfolio.

INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

The Interagency Commission on School Construction (IAC) serves as a key partner in evaluating school facility conditions across Maryland. FCPS participates in two IAC administered assessments:

- State Facility Assessment (SFA)
- Maintenance Effectiveness Assessment (MEA)

These assessments provide standardized data, benchmarking metrics, and performance insights that support both maintenance operations and long term capital planning.

STATEWIDE FACILITY ASSESSMENT

The Statewide Facility Assessment evaluates both the physical condition and educational adequacy of each facility, resulting in a Maryland Condition Index (MDCI) score. The MDCI is derived from two primary components:

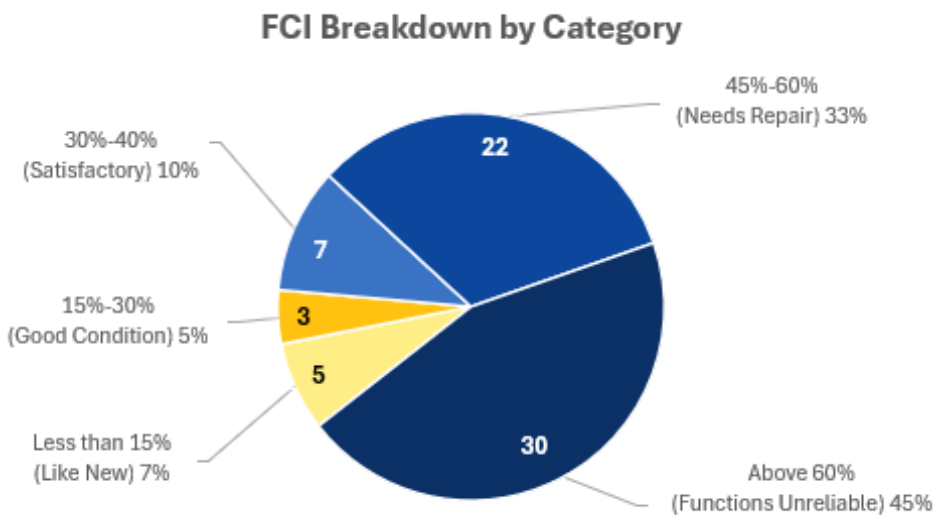
- **Facility Condition Index (FCI)**: Represents the cost of identified deficiencies relative to the replacement value of the facility;
- **Educational Sufficiency Index**: Measures how well the facility supports current instructional and programmatic requirements.

The MDCI provides FCPS with a consistent, statewide benchmark for evaluating facility condition and identifying long term needs. This data supports:

- Comparison of facility condition across the district with peer systems;
- Tracking of condition trends over time; and
- Prioritization of capital and system replacements.

Facilities are reassessed on a rotating cycle, ensuring that condition data remains current and relevant for planning purposes.

# of School Facilities	Average FCI	Projected Lifespan
67	50.9%	116.42%



MAINTENANCE EFFECTIVENESS ASSESSMENT (MEA)

The Maintenance Effectiveness Assessment evaluates the performance of maintenance operations at selected facilities each year. The assessment reviews multiple categories, including building systems, cleanliness, safety, and overall facility condition.

Each category is scored using a standardized rating scale, resulting in:
- An overall Maintenance Effectiveness Score;
- Identification of deficiencies requiring corrective action; and
- Insight into operational strengths and areas for improvement.

The MEA supports continuous improvement by providing an external evaluation of maintenance practices and helping FCPS refine processes to improve service delivery and facility outcomes.

FCPS MEA Scores FY24-FY26

FCPS continues to remain among the top rated districts in the state of Maryland.

FY2024	FY2025	FY2026
78.31%	78.01%	76.05%
6 Assessed Facilities	8 Assessed Facilities	7 Assessed Facilities

INTERNAL FACILITIES ASSESSMENTS

In FY2026, FCPS initiated a formal internal facilities assessment process to enhance its ability to monitor the condition of our facilities and proactively manage maintenance needs across the entire portfolio. This effort represents a significant step toward establishing a consistent, system wide framework for evaluating facility performance.

The internal assessment process is designed to:

- Provide routine, standardized evaluations of building systems and site conditions;
- Integrate assessment data with the CMMS; and
- Support data driven prioritization of maintenance and capital needs.

In addition to this expanded program, FCPS continues to perform targeted internal inspections, including:

- **Daily building walkthroughs**, conducted prior to school occupancy to identify operational issues and initiate work orders;
- **Annual playground inspections**, performed by a certified in-house Playground Safety Inspector; and
- **Annual portable classroom assessments**, conducted by our Carpenter Shop to evaluate structural and interior conditions.

Together, these efforts provide timely and actionable information, allowing for early intervention and reducing the likelihood of system failure.

CONTRACTED FACILITIES ASSESSMENTS

FCPS utilizes qualified third-party professionals to conduct specialized assessments requiring technical expertise and independent evaluation. The assessments support objective condition reporting and informed decision making.

Examples include:

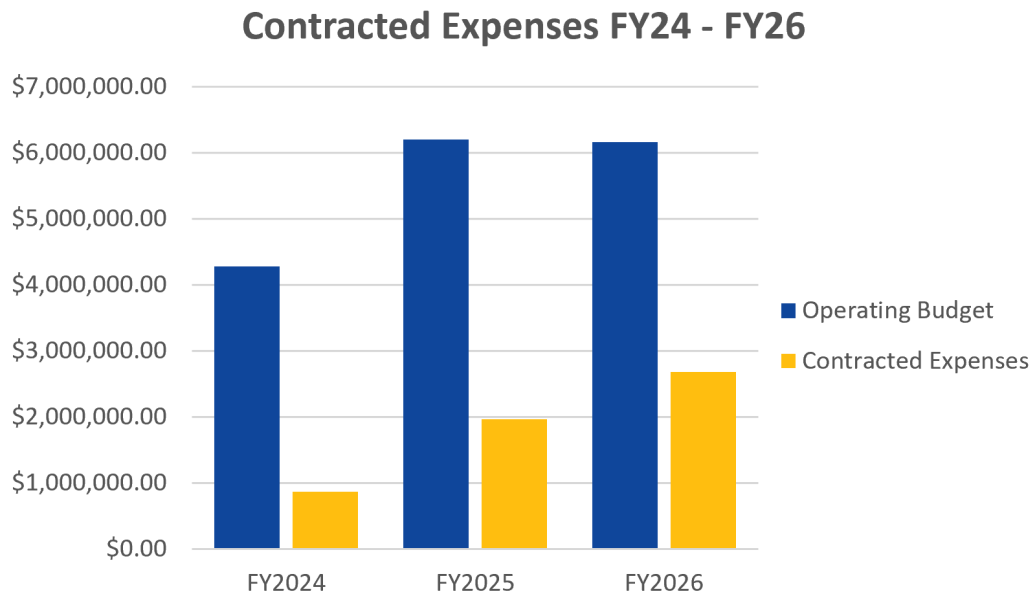
- **Roof inspections**, evaluating membrane condition, drainage performance, and visible deficiencies; and
- **Bleacher inspections**, conducted annually for both indoor and outdoor systems, assessing seating, handrails, and structural supports.

REGULATORY INSPECTIONS

FCPS facilities are subject to routine inspections by federal, state, and local regulatory agencies to ensure compliance with applicable safety, health, and environmental requirements.

These inspections include, but are not limited to:
- Elevators and vertical transportation systems;
- Fire protection and suppression systems;
- Pressure vessels and fuel storage systems; and
- Specialized equipment such as diving boards and bleachers.

Deficiencies identified through regulatory inspections are addressed promptly to maintain compliance, ensure occupant safety, and reduce operational risk.



RISK MITIGATION AND LIABILITY INSPECTIONS

FCPS collaborates with its liability insurance provider to conduct periodic risk assessments focused on high risk instructional and operational areas, including:
- Science laboratories;
- Career and technical education spaces; and
- Theater and stage rigging systems.

These inspections provide targeted recommendations to reduce liability exposure and improve safety practices. Findings are incorporated into maintenance planning and operational procedures to support safe facility use.

INTEGRATED ASSESSMENT APPROACH

Through the integration of state assessments, internal evaluation processes, contracted inspections, and regulatory oversight, FCPS maintains a comprehensive understanding of facility conditions. This multi layered approach supports the district's ability to maintain and sustain its facilities by:

- Identifying deficiencies early;
- Prioritizing maintenance and capital needs;
- Informing long term planning through alignment with the EFMP and CIP; and
- Supporting consistent, data driven decision making across the organization

This coordinated assessment strategy ensures that FCPS facilities are maintained in a condition that supports safe, reliable, and effective educational environments.

B

FACILITY OUTCOMES

FACILITY USABILITY AND OUTCOMES

	FY2025 Actual	FY2026 Goal	FY2026 Actual	FY2027 Goal	Notes
B.1. **1) Facility Usability**					
a) For each active or holding PK-12 school facility, the number of facility-days during which the facility could not support the delivery of the educational programs and services assigned to that facility and that are normally delivered in that facility.	0	0	0	0	
B.2. **2) Maintenance Work Orders**					
i) ***Preventive Maintenance (PM)***					
1) The total number of PM WOs opened.	57,113	57,113	57,732	57,732	*1*
2) The percentage of PM WOs closed within 30 days.	65%	75%	62%	75%	*2*
3) The total number of staff hours spent on PM work.	149,442	149,442	148,388	148,388	
4) The total number of contractor hours spent on PM work.	506	506	815	815	*3*
5) The total dollars spent on PM work completed by staff.	$353,502	$353,502	$342,165	$342,165	*1*
6) The total dollars spent on PM work completed by contractors.	$70,986	$70,986	$111,003	$111,003	*3*
7) The percentage of all maintenance work hours spent on preventive maintenance.	61%	60%	64%	60%	
B.3. ii) ***Corrective Maintenance (CM)***					
1) The total number of CM WOs opened.	24,139	24,139	23,968	23,968	*1*
2) The percentage of CM WOs closed within 30 days.	76%	80%	71%	80%	*2*
3) The percentage of CM WOs marked as Emergency or High Priority WOs.	7%	<1%	7%	<1%	
4) The total number of staff hours spent on CM work.	93,823	93,823	81,788	81,788	*1*
5) The total number of contractor hours spent on CM work.	150	150	45	45	*3*
6) The total dollars spent on CM work completed by staff.	$ 3,586,111	$ 3,586,111	$ 3,617,211	$ 3,617,211	*1*
7) The total dollars spent on CM work completed by contractors.	$1,965,902	$1,965,902	$2,675,000	$2,675,000	*4*
8) The mean time to repair the items for which a CM WO was opened.	23	16	24	16	*1*
9) The percentage of CM WOs entered by central-administration or non-building-level staff.	23%	23%	22%	22%	
10) The percentage of CM WOs entered by building-level staff.	77%	77%	78%	78%	
B.4. **3) Custodial**					
a) The percentage of custodians trained on the LEA's Custodial Scope of Work during the last two fiscal years.	100%	100%	100%	100%	*5*
b) The percentage of custodial duties completed adequately (as assessed through the LEA's selected method of assessment and against the LEA's selected standard).	89%	89%	89%	89%	*6*
c) Percentage of custodial tasks tracked via CMMS work orders.	0%	0%	1%	1%	*7*

Notes

1 Work order generation follows established guidelines. Preventive Maintenance (PM) work orders are initiated based on current inventory levels and task protocols. Corrective Maintenance (CM) work orders are created in response to the evolving needs and requests of staff.

2 We are committed to defining and maintaining an optimal Preventive Maintenance (PM) and Corrective Maintenance (CM) program, without limiting activities to fit within current resource constraints. However, we recognize that our staffing levels are insufficient to fully meet the demands of the PM/CM workload, a situation further compounded by a current 7% vacancy rate among technicians.

3 Contractor WO hours and dollars spent on Preventative Maintenance (PM) and contractor WO hours spent on Corrective Maintenance (CM) represent the only contractor fully utilizing our work order system, and that is Eastern Elevator.

4 Due to our limited integration of contractors in the work order system, this number represents total spent on contractors based on purchase orders.

5 A comprehensive, Operations training program remains an incomplete objective.

6 A rating of "Good" is 89-94%, and defined as: Meets or exceeds general requirements and specifications.

7 Certain custodial tasks are now being tracked in the CMMS, including visually inspecting the cleanliness and condition of building components.

Frederick County Public Schools (FCPS) maintains a strong focus on ensuring that all facilities remain safe, operational, and supportive of instructional programs. Facility usability is a key indicator of maintenance effectiveness and reflects the district's ability to sustain building performance through proactive maintenance, timely response, and coordinated operational practices.

Consistent with our approach to maintain and sustain, FCPS prioritizes the reliability of building systems and the continuity of school operations. Facility usability outcomes are evaluated based on the district's ability to prevent disruptions, respond effectively to system failures, and maintain environments that support teaching and learning.

Facility Usability

During the reporting period, FCPS maintained uninterrupted instructional operations across its facilities, with no school closures attributed to building system failures. This outcome reflects the effectiveness of preventive maintenance practices, contingency planning, and coordinated response efforts between maintenance staff, school based personnel, and external partners.

While facility related challenges continue to occur, FCPS has established structured response protocols to address potential disruptions in a timely and effective manner. Common Categories of risk include:

- **Utility interruptions**, including water and electrical service disruptions, addressed through coordination with service providers and contingency plans such as temporary water supply and modified operations;
- **Equipment failures**, particularly involving critical systems such as HVAC and fire alarm systems, mitigated through in-house technical expertise and interim operational measures; and
- **Emergency events**, such as fire or localized flooding, addressed through immediate response by maintenance and facility services teams, supported by contracted mitigation services when necessary.

These protocols enable facilities to remain operational and minimize impacts to instruction.

System Reliability and Operational Response

FCPS continues to demonstrate the ability to sustain facility operations despite challenges associated with aging infrastructure and increasing system complexity. During the reporting period, multiple HVAC related system failures were successfully mitigated without requiring school closures.

Response strategies included:

- Temporary system adjustments through building automation systems;
- Deployment of portable heating and cooling equipment;
- Use of rental units to maintain building conditions; and
- Coordinated procurement and replacement of failed equipment.

These actions reflect the department's ability to respond effectively to system failures while maintaining instructional continuity.

Maintenance Responsiveness

The Maintenance and Operations Department maintains a structured and responsive service delivery model supported by established procedures, trained personnel, and vendor partnerships. This approach enables the district to address both routine and complex maintenance issues efficiently.

For example, when critical building systems experience unexpected failure, FCPS leverages internal expertise and external resources to restore functionality while maintaining safe and comfortable conditions. These responses demonstrate the department's ability to manage operational risk and sustain facility usability under a range of conditions.

Data Management and Program Development

FCPS continues to enhance its ability to collect, analyze, and utilize maintenance data to support operational decision making. While progress has been made, two key areas remain a focus for continued development:

- **Vendor data integration**, as current system limitations restrict the ability to fully incorporate externally performed maintenance activities into the CMMS; and
- **Historical data consistency**, as prior organizational changes have impacted the continuity of long term performance data and benchmarking.

Addressing these challenges is critical to strengthening data driven planning and establishing measurable performance indicators.

Continuous Improvement and Quality Assurance

To support ongoing program development, FCPS is advancing efforts to improve data accuracy, accountability, and transparency within its maintenance operations. A key initiative includes the development of a formal quality assurance function to support the CMMS and broader maintenance program.

This effort is intended to:

- Improve consistency and reliability of maintenance data;
- Enhance tracking of work order completion and system performance
- Support the development of measurable operational benchmarks; and
- Strengthen communication with internal and external stakeholders.

These improvements will further support the district's ability to maintain and sustain facility performance over time.

Facility Services and Strategic Centralization

FCPS continues to provide facility services that support clean, safe, and well-maintained learning environments across all facilities. Building on prior organizational changes, the district has centralized facility services.

This transition is designed to:

- Standardize service delivery and ensure equitable levels of cleanliness and facility readiness across all schools;
- Strengthen supervision, and performance management through centralized oversight;
- Improve operational efficiency through optimized staffing and resource allocation; and
- Allow school based administrators to focus on instructional leadership and student outcomes.

Centralization supports a more consistent and coordinated approach to facility services, aligning with the district's broader goal of sustaining high quality learning environments.

Sustaining Facility Outcomes

Through coordinated maintenance practices, structured response protocols, and ongoing program improvements, FCPS continues to sustain facility usability across its portfolio. The district's ability to maintain uninterrupted operations, respond effectively to system challenges, and advance data driven practices reflects a commitment to long term facility stewardship.

By continuing to refine maintenance operations, strengthen workforce capacity, and enhance assessment and data systems, FCPS is well positioned to maintain and sustain facilities that support safe, reliable, and effective educational environments.

C

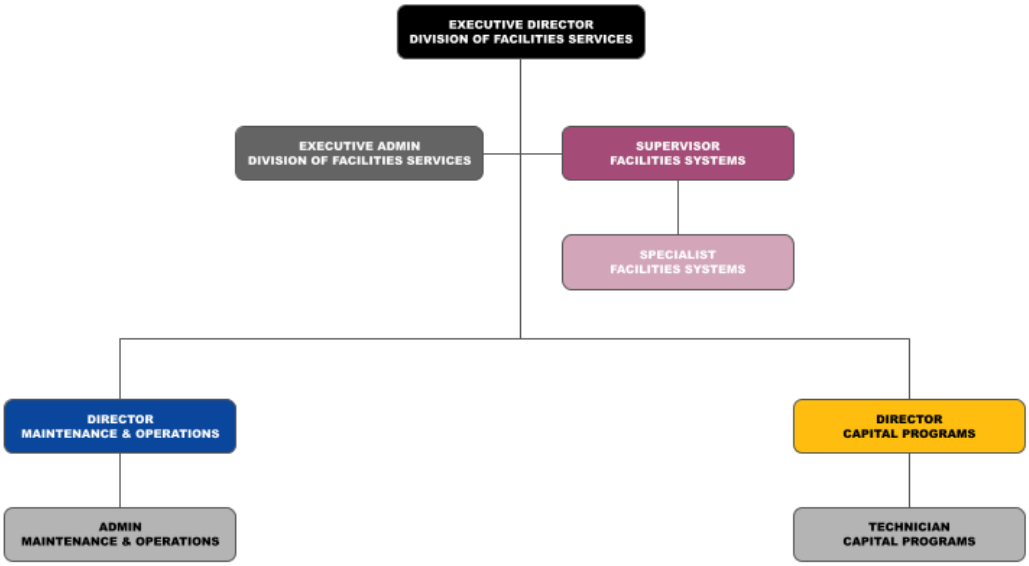
RESOURCES AND INPUTS

C.1.

STAFFING AND ORGANIZATION

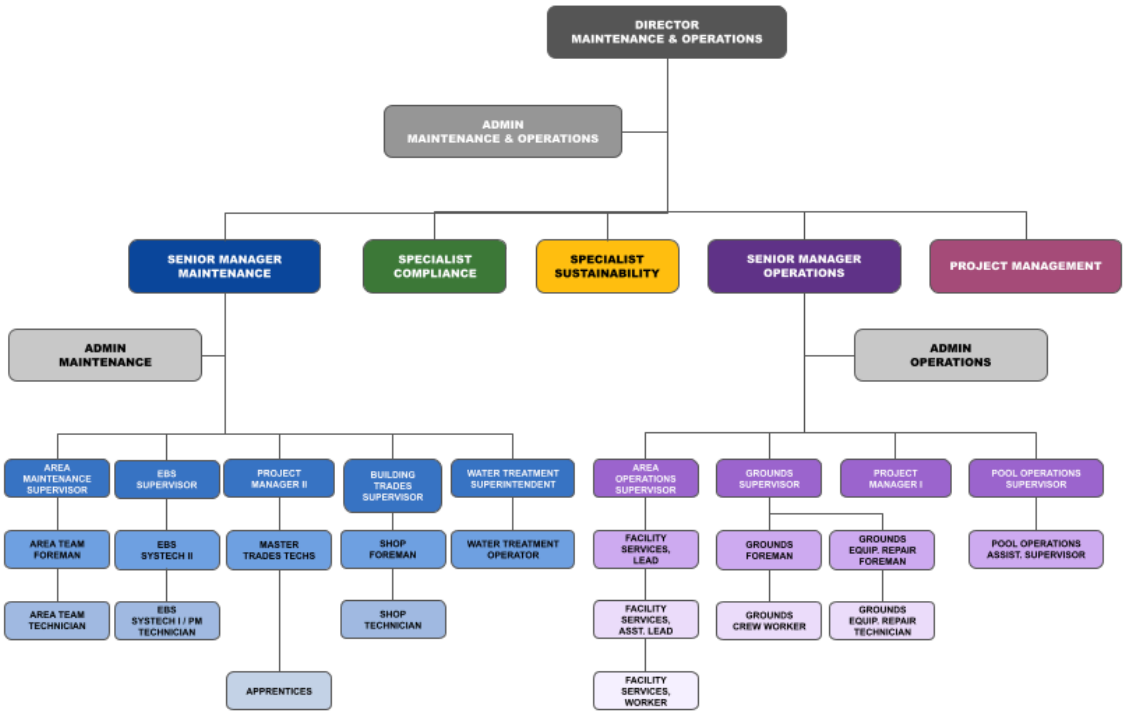
DIVISION OF FACILITIES SERVICES

The Division of Facilities Services is composed of the Capital Programs Department, Maintenance & Operations Department, and Facilities Systems Team.



MAINTENANCE AND OPERATIONS DEPARTMENT

The maintenance and operations department is made up of five operational branches: Maintenance, Operations, Sustainability, Compliance, and Project Management.



LIST OF POSITIONS FOR MAINTENANCE & OPERATIONS DEPARTMENT

The table below provides the list of positions, by department and title, as well as the total number of positions and the number of vacant positions as of June 30, 2026.

DEPT	TITLE	# OF POSITIONS	VACANCIES
M&O	Director of Maintenance and Operations	1	0
M&O	Admin for Maintenance and Operations	1	0
MAINT.	Senior Manager of Maintenance	1	0
MAINT	Admin for Maintenance	1	0
MAINT	Project Manager II	1	0
MAINT	Master Electrician	1	0
MAINT	Master HVAC/R	1	0
MAINT	Master Plumber-Gas Fitter	1	0
MAINT	HVAC/R Apprentice	9	3
MAINT	Plumber Apprentice	2	0
MAINT	Area Supervisor	4	0
MAINT	Area Foreman	8	0
MAINT	Electrician	16	1
MAINT	HVAC/R Technician	26	6
MAINT	Plumber	16	1
MAINT	General Mechanic	17	2
MAINT	EBS Supervisor	1	0
MAINT	Building Automation Sys Tech II	1	0
MAINT	Building Automation Sys Tech I	2	1
MAINT	Predictive Maintenance Tech	2	0
MAINT	Building Trades Supervisor	1	0
MAINT	Building Trades Foreman	1	0
MAINT	Carpenter	3	0

MAINT	Maint Mechanic, Roofer	2	0
MAINT	Painter	3	1
OPS	Senior Manager of Operations	1	0
OPS	Admin for Operations and Sustainability & Compliance	1	0
OPS	Project Manager I	2	0
OPS	Area Operations Supervisor	4	0
OPS	Grounds Supervisor	1	0
OPS	Grounds Foreman	2	0
OPS	Grounds Crew Worker	8	1
OPS	Grounds Equipment Repair Foreman	1	0
OPS	Grounds Equipment Repair Technician	1	0
OPS	Facility Services, Lead	71	0
OPS	Facility Services, Assistant Lead	25	1
OPS	Facility Services, Worker	308	13
SUSTAIN.	Senior Manager of Sustainability and Compliance	0	0
SUSTAIN.	Sustainability and Energy Specialist	1	0
SUSTAIN.	Environmental Compliance Specialist	1	0
SUSTAIN.	Water Treatment Superintendent	1	0
SUSTAIN.	Water Treatment Operator	1	0
SUSTAIN.	Pool Operations Supervisor	1	0
SUSTAIN.	Pool Operations Assistant Supervisor	1	0
PM	Project Manager I	1	0
TOTALS		**554**	**30**

MAINTENANCE & OPERATIONS DEPARTMENT OVERVIEW

The Frederick County Public Schools (FCPS) Maintenance and Operations Department is organized into four primary branches: Maintenance, Operations, Sustainability & Compliance, and Project Management. Each branch plays a distinct and coordinated role in sustaining the performance, reliability, and safety of the district's facilities.

Consistent with our maintain and sustain approach, the M&O Department focuses on preserving the condition of existing assets, extending the useful life of building systems, and ensuring that facilities remain operational and supportive of instructional programs. Through a combination of technical expertise, coordinated service delivery, and strategic planning, the department supports both daily operations and long term infrastructure sustainability.

MAINTENANCE BRANCH

The Maintenance Branch is responsible for sustaining the functionality and reliability of building systems across the district. This branch includes Area Maintenance Teams (4), the Electronic Building Systems (EBS) team, Master Tradespersons, and specialized Trade Shops.

Area Maintenance Teams provide direct service to schools and facilities through:

- **Preventative maintenance**, consisting of scheduled inspections and servicing to improve system reliability, extend equipment life, and support compliance with operational standards;
- **Corrective maintenance**, addressing deficiencies identified through inspections or service requests to minimize disruption to school operations; and
- **Emergency and after hours response**, ensuring timely intervention for issues that impact health, safety, or building functionality.

Electronic Building Systems (EBS) supports system optimization through:

- **Predictive monitoring**, using system data and analytics to identify performance issues before failure occurs; and
- **Building automation management**, ensuring HVAC systems support environmental facility conditions and lighting systems operate efficiently in alignment with school schedules and facility use.

Trade Shops provide specialized support, including:

- Skilled trade services in carpentry, roofing, and painting;
- Facility modifications and accessibility improvements to support instructional and programmatic needs; and
- Oversight of contracts for specialized services such as mechanical system repair, water treatment, and building automation systems.

Through these coordinated functions, the Maintenance Branch services as the primary operational component responsible for sustaining building system performance and supporting uninterrupted school operations.

OPERATIONS BRANCH

The Operations Branch is responsible for maintaining clean, safe, and functional environments across all FCPS facilities. This branch includes Facilities Services (formerly Custodial Services) and Grounds Services, both of which are essential to daily operations and long term facility stewardship.

Facility Services supports building cleanliness, sanitation, and readiness for daily use. Building on recent organizational enhancements, FCPS has initiated the centralization of facility services in FY2027, transitioning to a centrally managed model to improve consistency and operational efficiency.

Key functions include:

- Oversight and support of school based facility teams;
- Coordination of facility resources, equipment, and supplies;
- Monitoring service quality and providing training and performance support; and
- Administration of service contracts related to facility operations and readiness.

Centralization is expected to improve staffing equity, standardize training and expectations, enhance responsiveness to operational needs, and strengthen quality assurance across all facilities.

Grounds Services is responsible for maintaining exterior environments to ensure safety, accessibility, and functionality. Core responsibilities include:

- Maintenance of athletic fields, courts, and outdoor activity areas;
- Inspection and repair of playground equipment;
- Stormwater system maintenance and environment compliance;
- Site improvements, including tree care, fencing, and landscaping; and
- Maintenance of groundskeeping equipment and support for paving and hardscape repairs.

Together, Facilities and Grounds Services support safe, clean, and well maintained environments that contribute to positive learning and community use experiences.

SUSTAINABILITY & COMPLIANCE BRANCH

The Sustainability and Compliance Branch ensures that FCPS facilities operate in accordance with health, safety, and environmental regulations while supporting long term sustainability goals.

Key areas of responsibility include:

- **Water treatment**, including operation and monitoring of well water systems to ensure safe and compliant potable water;
- **Pool operations**, maintaining aquatic facilities in compliance with health regulations and supporting safe use by schools and the community;
- **Energy management**, including procurement of utilities and implementation of energy conservation strategies; and

- **Environmental compliance**, encompassing indoor air quality, hazardous materials management, regulatory inspections, and coordination of mitigation efforts.

This branch also provides technical guidance and oversight related to environmental regulations and sustainability initiatives, supporting the district's commitment to responsible resource management and occupant health.

PROJECT MANAGEMENT BRANCH

The Project Management Branch provides leadership in planning, coordinating, and delivering facility related projects and strategic initiatives across the district. This branch plays a critical role in bridging maintenance and operations with capital planning and system improvements.

Key responsibilities include:

- Management of facility upgrades, system replacements, and site improvements;
- Oversight of contracts for specialized systems, including elevators and fire/life safety equipment;
- Development and implementation of operational and strategic initiatives that improve service delivery and efficiency;
- Coordination of professional development and training programs to enhance staff capacity; and
- Collaboration with internal departments to ensure alignment between facility projects and educational priorities.

Through these efforts, the Project Management Branch supports both the sustainment of existing facilities and the advancement of initiatives that improve long term operational performance.

Coordinated Operational Approach

Together, the four branches of the Maintenance and Operations Department provide a comprehensive and coordinated approach to facility management. By aligning daily maintenance activities with long term planning and sustainability goals, FCPS is able to maintain and sustain its facilities portfolio in a manner that supports safe, reliable, and effective learning environments.

This integrated structure ensures that facility operations, maintenance practices, and strategic initiatives work in concert to preserve the value of district assets and support the evolving needs of students, staff, and the community.

C.2.

FCPS FACILITIES PORTFOLIO

NAME	Age (Yrs)	SQ FT	TYPE	FY26 WO Cost	CRV
57 West Frederick St	39	2,445	Office	$12,699	$1,303,185
7446 Hayward Road	59	26,678	Office	$457,239	$14,219,374
Ballenger Creek Elementary	35	64,187	Elementary	$104,300	$34,211,671
Ballenger Creek Middle	36	113,850	Middle	$86,287	$60,682,050
Blue Heron Elementary	5	95,085	Elementary	$59,763	$50,680,305
Brunswick Elementary	3	96,475	Elementary	$405,549	$51,421,175
Brunswick High	61	166,066	High	$256,097	$88,513,178
Brunswick Middle	41	119,539	Middle	$115,938	$63,714,287
Butterfly Ridge Elementary	8	105,515	Elementary	$90,734	$56,239,495
Career and Technology Center	49	86,681	Specialty	$126,141	$46,200,973
Carroll Manor Elementary	61	77,593	Elementary	$91,108	$41,357,069
Catoctin High	57	179,045	High	$342,236	$95,430,985
Centerville Elementary	21	87,175	Elementary	$99,964	$46,464,275
Central Office Building	17	86,681	Office	$138,718	$46,200,973
Crestwood Middle	22	107,212	Middle	$144,102	$57,143,996
Deer Crossing Elementary	29	77,966	Elementary	$115,130	$41,555,878
Earth and Space Sciences Laboratory	17	21,395	Specialty	$27,024	$11,403,535
Emmitsburg Elementary	52	45,080	Elementary	$119,221	$24,027,640
Frederick High	9	270,618	High	$281,832	$144,239,394
Glade Elementary	31	66,500	Elementary	$83,514	$35,444,500
Governor Thomas Johnson High	60	312,533	High	$441,159	$166,580,089
Governor Thomas Johnson Middle	26	126,700	Middle	$127,285	$67,531,100
Green Valley Elementary	1	96,364	Elementary	$49,139	$51,362,012

Heather Ridge	38	31,553	Specialty	$147,984	$16,817,749
Hillcrest Elementary	38	62,305	Elementary	$109,398	$33,208,565
Kemptown Elementary	45	53,800	Elementary	$89,683	$28,675,400
Learning and Leadership Center	105	27,352	Office	$69,865	$14,578,616
Lewistown Elementary	65	50,898	Elementary	$89,511	$27,128,634
Liberty Elementary	44	40,720	Elementary	$109,916	$21,703,760
Lincoln Elementary	14	98,463	Elementary	$102,248	$52,480,779
Lincoln "A" Building	52	20,334	Elementary	$35,886	$10,838,022
Linganore Creek Elementary	0	102,701	Elementary	-	$54,739,633
Linganore High	16	253,565	High	$679,335	$135,150,145
Middletown Elementary	52	54,854	Elementary	$95,462	$29,237,182
Middletown High	52	189,641	High	$750,555	$101,078,653
Middletown Middle	73	114,974	Middle	$99,473	$61,281,142
Middletown Primary	20	70,288	Elementary	$127,314	$37,463,504
Monocacy Elementary	37	57,900	Elementary	$122,941	$30,860,700
Monocacy Middle	45	114,445	Middle	$120,549	$60,999,185
Myersville Elementary	55	54,889	Elementary	$163,670	$29,255,837
New Market Elementary	93	88,983	Elementary	$133,812	$47,427,939
New Market Middle	52	114,936	Middle	$131,948	$61,260,888
New Midway Elementary	96	21,894	Elementary	$97,740	$11,669,502
North Frederick Elementary	12	95,613	Elementary	$108,506	$50,961,729
Oakdale Elementary	25	89,566	Elementary	$80,053	$47,738,678
Oakdale High	18	241,061	High	$188,471	$128,485,513
Oakdale Middle	24	129,858	Middle	$186,209	$69,214,314
Orchard Grove Elementary	30	70,142	Elementary	$111,355	$37,385,686
Parkway Elementary	96	32,223	Elementary	$107,640	$17,174,859

Rock Creek School	5	79,474	Specialty	$100,703	$42,359,642
Spring Ridge Elementary	35	66,276	Elementary	$100,348	$35,325,108
Sugarloaf Elementary	8	97,869	Elementary	$91,067	$52,164,177
Thurmont Elementary	71	64,250	Elementary	$114,396	$34,245,250
Thurmont Middle	76	135,260	Middle	$109,257	$72,093,580
Thurmont Primary	25	66,334	Elementary	$102,205	$35,356,022
Tuscarora Elementary	22	86,938	Elementary	$129,747	$46,337,954
Tuscarora High	23	257,062	High	$242,961	$137,014,046
Twin Ridge Elementary	34	68,900	Elementary	$85,165	$36,723,700
Urbana Elementary	7	98,178	Elementary	$66,232	$52,328,874
Urbana High	31	249,609	High	$451,238	$133,041,597
Urbana Middle	20	145,135	Middle	$156,583	$77,356,955
Valley Elementary	1	95,425	Elementary	$57,428	$50,861,525
Walkersville Elementary	52	89,514	Elementary	$118,004	$47,710,962
Walkersville High	50	181,416	High	$222,141	$96,694,728
Walkersville Middle	65	119,353	Middle	$128,481	$63,615,149
Waverley Elementary	4	130,225	Elementary	$131,336	$69,409,925
West Frederick Middle	68	166,439	Middle	$222,344	$88,711,987
Whittier Elementary	28	81,244	Elementary	$138,790	$43,303,052
Windsor Knolls Middle	33	116,644	Middle	$196,663	$62,171,252
Wolfsville Elementary	67	41,657	Elementary	$95,555	$22,203,181
Woodsboro Elementary	74	28,557	Elementary	$95,648	$15,220,881
Yellow Springs Elementary	0	84,553	Elementary	-	$45,066,749
72 BUILDINGS TOTAL	**Avg 38 Yrs**	**7,414,653**		**$10,990,995**	**$3,952,010,049**

*Does not include leased buildings or Charter/Montessori facilities

*Includes estimated 150,000 sq. ft. for Portables

*CRV calculations use IAC construction with site development cost of $533 per sq. ft.

C.3.

SUMMARY OF CURRENT STAFFING AGAINST INDUSTRY STANDARDS

Frederick County Public Schools (FCPS) evaluates its maintenance and facility services staffing levels against nationally recognized benchmarks by the Association of Physical Plant Administrators (APPS). These standards provide a consistent framework for assessing service levels, operational effectiveness, and resource allocation within educational facilities.

Consistent with our maintain and sustain approach, FCPS utilizes these benchmarks to inform staffing strategies, prioritize resources, and ensure that facilities are maintained in a condition that supports safe, reliable, and uninterrupted school operations.

Maintenance Standards

APPA defines five levels of maintenance service, ranging from Level 1 (Showpiece Facility) to Level 5 (Crises Response). The Maryland Interagency Commission on School Construction (IAC) identifies Level 2 - Comprehensive Stewardship as the expected standard for local education agencies.

Level 2 is characterized by:

- A structured and well developed preventative maintenance program;
- Preventive maintenance activities performed at a frequency close to established schedules;
- Limited reliance on reactive maintenance due to system wear; and
- Occasional equipment failures resulting in minor operational disruptions.

FCPS aligns its maintenance program with this standard through a combination of preventive and predictive maintenance practices, supported by the Computerized Maintenance Management System (CMMS) and ongoing system monitoring. These efforts are designed to sustain building system performance, extend asset life, and reduce the frequency of emergency repairs.

Facility Services Standards

APPS also defines five levels of facility services (custodial), with Level 2 - Ordinary Tidiness identified by the IAC as the benchmark for school systems.

This level included:

- Floors and surfaces that are clean and well maintained;
- Vertical and horizontal surfaces that are generally clean with minimal dust or marks;
- Restrooms and fixtures that are clean, sanitary, and odor free; and
- Waste containers that are emptied regularly and maintained in a clean condition.

FCPS is committed to achieving consistent facility service levels across all facilities, recognizing the direct impact of cleanliness on health, safety, and the overall learning environment.

System Context and Operational Considerations

While APPS standards provide a useful benchmark, several factors influence FCPS's ability to align fully with these targets:

- **Funding Constraints**: Industry guidance recommends annual investment of approximately 2% to 4% of a facility portfolio's Current Replacement Value (CRV) for maintenance and operations. While FCPS allocates funding within this at a total operations level, the portion dedicated specifically to maintenance remains below optimal levels. This requires careful prioritization and strategic use of available resources.
- **Aging Facility Portfolio**: The average age of FCPS facilities continues to increase, placing additional demand on maintenance operations. Older building systems require more frequent servicing, repair, and monitoring to sustain performance and avoid failure.
- **System Complexity**: Modern building systems, particularly HVAC and building automation systems, require specialized skills and certifications, increasing both staffing requirements and training needs.
- **Operational Demands**: FCPS facilities experience extensive daily use, including instructional programs, extracurricular activities, and community events. This level of utilization increases wear on building systems and requires a higher level of maintenance support.

These factors are considered in staffing and operational planning to ensure that maintenance and facility services remain effective despite constraints.

Metric	Industry Standard	FY2026 Budgeted	FY2026 Actual	FY2027 Budgeted	
a) Maintenance Staffing *(FTEs for Total GSF)*	APPA Level 2 (Comprehensive Stewardship) *110 FTEs for 7,414,653 Total GSF*	78	68	78	*1*
b) Maintenance Load *(GSF per FTE)*	APPA Level 2 (Comprehensive Stewardship) *67,456 GSF per FTE*	93,940	107,755	95,060	
c) Percent of Maintenance staff delivering building services*	N/A	64%	64%	64%	
d) Custodial Staffing *(FTEs for Total GSF)*	APPA Level 2 (Ordinary Tidiness) *444 FTEs for 7,414,653 Total GSF*	405	391	412	*2*
e) Custodial Load *(GSF per FTE)*	APPA Level 2 (Ordinary Tidiness) *16,700 GSF per FTE*	18,092	18,740	17,997	

1 This only includes HVAC, Electricians, Plumbers, General Maintenance Mechanics, and 3 Master Trade personnel.

2 Starting FY27 budgeted this includes Facility Services Leads, FS Assisstant Leads, FS Workers, and Grounds Crew Workers.

Strategic Alignment and Program Development

To strengthen alignment with industry standards and support long term sustainability, FCPS continues to implement targeted operational improvements.

Key initiatives include:

- **Centralization of Facility Services**: Implementation of a centralized facility services (formally custodial services) model in FY2027 to improve staffing equity, standardize service expectations, and enhance quality assurance across all facilities;
- **Expansion of Preventive and Predictive Maintenance**: Continued investment in structured maintenance programs to reduce reliance on reactive work and improve system reliability;
- **Energy and Sustainability Initiatives**: Implementation of energy conservation measures, including lighting upgrades, occupancy controls, and building automation system optimization; and
- **Indoor Air Quality Management**: Ongoing inspection and maintenance of HVAC systems to ensure healthy indoor environments and compliance with regulatory standards.

Sustaining Service Levels

Through ongoing evaluation of staffing levels, operational performance, and facility condition, FCPS continues to refine its approach to maintenance and facility services. While challenges related to funding, aging infrastructure, and workforce availability persist, the district remains focused on sustaining service levels that support safe, functional, and well maintained facilities.

By aligning practices with APPS standards and prioritizing strategic improvements, FCPS is positioned to maintain and sustain facility operations in a manner that supports both current needs and long term infrastructure goals.

D

FUNDING, BUDGETS, AND SPENDING

D.1. BUDGET NARRATIVE AND CONTEXT

Frederick County Public Schools (FCPS) maintains a continued commitment to sustaining safe, reliable, and well functioning educational facilities through strategic investment in maintenance and operations. The Comprehensive Maintenance Plan (CMP) serves as the framework for aligning financial resources with operational priorities to support the performance and longevity of the district's facilities portfolio.

Consistent with the maintain and sustain approach, FCPS prioritizes the preservation of existing assets through disciplined maintenance practices, lifecycle planning, and coordinated resource allocation. The CMP supports the labor, materials, contracted services, and systems required to maintain more than 7.5 million square feet of educational and support space across the district.

With an aging facility portfolio, the need for sustained and strategic investment remains critical. Maintenance and Operations funding supports not only routine services, but also essential programs such as preventive and predictive maintenance, energy management, environmental compliance, and emergency response. These programs are necessary to ensure that facilities operate safely, efficiently, and in compliance with applicable standards.

The Maintenance and Operations budget represents a significant component of the district's overall operating expenditures and reflects the importance of maintaining facility performance as a foundation for uninterrupted instruction. Continued partnership with Frederick County Government and the State of Maryland remains essential to sustaining these efforts and addressing long term infrastructure needs.

Spending	Industry Standard	Previous FY26 Budget	Previous FY26 Budget	Previous FY26 Actual	Previous FY26 Actual	Current FY27 Budget	Current FY27 Budget
		$	*$ per GSF*	*$*	*$ per GSF*	*$*	*$ per GSF*
Maintenance (M)	$114,111,510	$ 15,797,505	$2.16	$ 15,257,905	$2.08	$ 16,354,345	$2.21
Operations (O)*	$38,037,170	$ 22,364,656	$3.05	$ 22,324,251	$3.05	$ 23,399,390	$3.16
M&O Combined	$152,148,680	$ 38,162,161	$5.21	$ 37,582,156	$5.13	$ 39,753,735	$5.36

* Excluding utilities, solid waste management, swimming pools

D.2. MAINTENANCE & OPERATIONS BUDGET CATEGORIZATION

To ensure consistency, transparency, and comparability across Maryland's Local Education Agencies, FCPS organizes its Maintenance and Operations budget into standardized categories. These categories provide a clear framework for understanding how resources are allocated to support facility maintenance and operational needs.

Maintenance Budget Categories include:

- **Salaries**: Compensation for skilled trades, technicians, and supervisory staff responsible for maintaining building systems;
- **Contracted Services**: External services required for specialized repairs, inspections, and systems maintenance;
- **Materials and Supplies**: Equipment, parts, and consumables necessary to support preventive and corrective maintenance;
- **Uniforms and Telecommunications**: Resources required to support field operations and communication;
- **Vehicle and Equipment Replacement**: Investment in services vehicles and specialized maintenance equipment; and
- **Miscellaneous/Other**: Training, licensing, and other operational support costs.

Operations Budget Categories include:

- **Salaries**: Compensation for facility and grounds staff supporting daily facility operations;
- **Contracted Services**: Services such as snow removal, waste management, and grounds maintenance;
- **Materials and Supplies**: Cleaning products, equipment, and operational supplies; and
- **Miscellaneous/Other**: Training and compliance related expenditures.

This standardized structure supports clear reporting and allows FCPS to evaluate spending patterns, identify efficiencies, and align resources with operational priorities.

D.3.

PORTFOLIO REPLACEMENT VALUE AND INVESTMENT CONTEXT

The scale of FCPS's facility portfolio underscores the importance of sustained investment in maintenance and operations. Based on current estimates, the district's portfolio represents several billion dollars in replacement value, reflecting a significant public investment that must be actively preserved.

Industry best practices recommend annual maintenance investment levels tied to Current Replacement Value (CRV) to sustain facility condition and reduce long term costs. While FCPS continues to invest strategically within available funding, the maintain and sustain approach emphasizes extending the useful life of systems through preventive maintenance and targeted repairs, particularly in the context of funding constraints and competing capital needs.

Gross SqFt (GSF)	Cost per GSF	Total Value
7,414,653	$533	$3,952,010,049

D.4.

FISCAL SUMMARY AND STRATEGIC DIRECTION

Fiscal Summary	Industry Standard	FY26 Goal/Budget	FY26 Goal/Budget per GSF	FY26 Actual	FY26 Actual per GSF	FY27 Goal/Budget	FY27 Goal/Budget per GSF	Notes
Spending								
Preventative Maintenance	N/A	$353,502	$0.05	$353,502	$0.05	$327,087	$0.04	
Corrective Maintenance	N/A	$3,586,111	$0.49	$3,586,111	$0.48	$3,270,869	$0.44	
Deferred Maintenance (if applicable)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1
All Maintenance	$112,771,148	$15,797,505	$2.16	$15,257,905	$2.08	$16,354,345	$2.21	
Operations	$37,590,383	$22,364,656	$3.05	$22,324,251	$3.05	$23,399,390	$3.16	
M&O Combined	$150,361,531	$38,162,161	$5.21	$37,582,156	$5.13	$39,753,735	$5.36	2

1 Refer to memo submitted prior to the submission of this Comprehensive Maintenance Plan

2 This is excluding a budgeted total of $ $18,275,854 for Energy Utility Costs, and a budgeted total of $ $222,534 in Pool Operations. These budgets are not available for use towards work order costs.

FCPS continues to strengthen its financial planning and reporting practices to support long term facility sustainability. Recent efforts have focused on improving data accuracy, enhancing tracking of maintenance expenditures, and aligning financial planning with identified facility needs.

Key fiscal priorities moving forward include:

- Enhancing data systems to improve visibility into maintenance spending and performance;
- Aligning funding requests with facility condition assessments and operational needs; and
- Expanding multi year financial planning to reduce reliance on reactive maintenance and support lifecycle based investment strategies.

Through these efforts, FCPSis advancing a more strategic and sustainable approach to facility funding. One that supports both immediate and operational needs and long term infrastructure preservation.

SUSTAINING INVESTMENT IN FACILITIES

The Comprehensive Maintenance Program represents a critical investment in the district's ability to provide safe, functional, and equitable learning environments. By aligning financial resources with maintenance priorities and long term planning efforts, FCPS is positioned to maintain and sustain its facilities portfolio while adapting to the challenges of an aging infrastructure and a growing school system.

This approach reinforces the district's commitment to responsible stewardship of public resources and ensures that facilities continue to support student success and community expectation.

E

PROFESSIONAL DEVELOPMENT

E.1.

PROFESSIONAL DEVELOPMENT

Workforce Development and Capacity Building

FCPS recognizes that sustaining facility performance requires not only investment in infrastructure, but also investment in the workforce responsible for maintaining it. The Maintenance and Operations Department continues to prioritize professional development as a critical component of its long term strategy.

While fiscal constraints have delayed full implementation of a formal career progression model, the district is advancing incremental steps to build workforce capacity and support employee development.

Key focus areas include:

- Providing targeted technical and leadership training aligned with job responsibilities;
- Expanding mentorship and cross training opportunities to support skill development
- Strengthening internal pathways for advancement and succession planning; and
- Aligning professional development efforts with organizational goals and operational needs.

These efforts support workforce retention, improve service delivery, and ensure that FCPS maintains a skilled and adaptable maintenance team capable of addressing evolving facility demands.

Sustaining Workforce Development

FCPS remains committed to advancing workforce development initiatives as resources allow. By continuing to build foundational systems, leverage internal expertise, and pursue strategic partnerships, the district is positioning itself to implement a comprehensive career progression framework in the future.

This approach reflects the broader goals of the Comprehensive Maintenance Plan, ensuring that both facilities and the workforce that supports them are sustained over time to meet the needs of students, staff, and the community.

F

SUMMARIES OF DATA

Each dataset within this report includes summaries of the data below them, and in some instances footnotes to further explain the data.

G

PROOF OF BOARD APPROVAL

H

PM PLAN

H.1.

PREVENTATIVE MAINTENANCE PLAN (PM)

PM Title	Equipment Description	PM Frequency
A01/A04/F39 / Quarterly	Air Dryer	Quarterly
A02 / Annual	Packaged Unit, Air Cooled Condenser	Annual
A02 / Quarterly	Packaged Unit, Air Cooled Condenser	Quarterly
A02G / Annual	Packaged Unit, Air Cooled Condenser W/gas heat	Annual
A02G / Quarterly	Packaged Unit, Air, Cooled Condenser W/gas heat	Quarterly
A02W / Annual	Packaged Unit, Water Cooled Condenser	Annual
A02W / Quarterly	Packaged Unit, Water Cooled Condenser	Quarterly
A03 / Semi-Annual	Humidification System	Semi-Annual
A01/A04/F39 / Quarterly	Air Compressor	Quarterly
A06 / Annual	VRF System	Annual
A06 / Quarterly	VRF System	Quarterly
A07 / Annual	CRAC Unit	Annual
A07 / Quarterly	CRAC Unit	Quarterly
A08 / Annual	Window Air Conditioner Unit	Annual
A09 / Annual	Mini Split System	Annual
A09 / Quarterly	Mini Split System	Quarterly
A10AA / Annual	Heat Pump Air to Air	Annual
A10AA / Quarterly	Heat Pump Air to Air	Quarterly
A10WA / Annual	Heat Pump Water to Air	Annual
A10WA / Quarterly	Heat Pump Water to Air	Quarterly
A10WW / Annual	Heat Pump Water to Water	Annual
A10WW / Semi-Annual	Heat Pump Water to Water	Semi-Annual
A11 / Annual	Air Handling Unit (Chilled and / or Hot Water Coils)	Annual
A11 / Quarterly	Air Handling Unit (Chilled and / or Hot Water Coils)	Quarterly
A11C / Annual	Air Handling Unit (Hot Water Coils and/or Remote Condenser)	Annual
A11C / Quarterly	Air Handling Unit (Hot Water Coils and/or Remote Condenser)	Quarterly
A11G / Annual	Air Handling Unit (Gas Heat and/or Remote Condenser)	Annual
A11G / Quarterly	Air Handling Unit (Gas Heat and/or Remote Condenser)	Quarterly
A13 / Annual	Wall Mounted or Thru Wall Package Unit (PTAC)	Annual
A13 / Quarterly	Wall Mounted or Thru Wall Package Unit (PTAC)	Quarterly
A15/A15D / Quarterly	Intrusion Alarm Panel	Quarterly

A15/A15D / Quarterly	Intrusion Alarm Device	Quarterly
A19 / Quarterly	Dust Collector	Quarterly
A20 / Quarterly	Self-Contained Dust Filter	Quarterly
A21 / Quarterly	Self-Contained Air Purifier	Quarterly
A21 / Annual	Self-Contained Air Purifier	Annual
A40 / Quarterly	Air Vent, Automatic, W/ Manual Override (high vent)	Quarterly
A41 / Weekly	Air tester, Multigas Detector	Weekly
B02 / Annual	Hot Water Boiler	Annual
B02 / Monthly	Hot Water Boiler	Monthly
B02 / Quarterly	Hot Water Boiler	Quarterly
B02C / Annual	Boiler Condensing, Gas	Annual
B02C / Monthly	Boiler Condensing, Gas	Monthly
B02C / Semi-Annual	Boiler Condensing, Gas	Semi-Annual
B02S / Annual	Steam Boiler	Annual
B02S / Monthly	Steam Boiler	Monthly
B02S / Quarterly	Steam Boiler	Quarterly
Group with B02 / Annual, or B02C / Annual, or B02S / Annual	Burner, Gas	Annual
Group with B02 / Annual, or B02C / Annual, or B02S / Annual	Burner, Oil	Annual
Group with B02 / Annual, or B02C / Annual, or B02S / Annual	Burner, Duel Fuel	Annual
B05 / Annual	Boiler, Electric	Annual
B05 / Monthly	Boiler, Electric	Monthly
B05 / Quarterly	Boiler, Electric	Quarterly
B08 / Annual	Basketball Backboard and Hoist	Annual
B07 / Annual	Bleachers, Folding	Annual
B09 / Annual	Bleachers, Fixed	Annual
B10 / Annual	Bleachers, Fixed Movable	Annual
B12 / Annual	Backstop	Annual
B14 / Semi-Annual	Bathroom Partitions / Doors	Semi-Annual
C01 / Semi-Annual	Clock Control System	Semi-Annual
C02 / Semi-Annual	Air Intake Damper	Semi-Annual
C03 / Annual	Coils- Preheat, Reheat (Remote Location)	Annual
C04 / Semi-Annual	Building Pressure Relief Damper	Semi-Annual
C05 / Annual	Automatic Mixing Box, Pneumatic or Electric	Annual
C06 / Annual	Building Automation System local device controller DDC	Annual
C07 / Semi-Annual	Steam Condensate Pump	Semi-Annual
C09 / Semi-Annual	Cooling Tower	Semi-Annual

C10 / Annual	Building Automation System (UNC, NCE, NAE, Main Pneumatic Controls)	Annual
C11 / Annual	Evaporative Cooler	Annual
C28 / Semi-Annual	Carpet Extractor	Semi-Annual
C29 / Semi-Annual	Carpet Extractor, Spot	Semi-Annual
D03/D03D/D03O/D03S / Annual	Gutters and Downspouts (inventory per roof section)	Annual
D03/D03D/D03O/D03S / Annual	Roof Drains	Annual
D03/D03D/D03O/D03S / Annual	Roof Overflows	Annual
D03/D03D/D03O/D03S / Annual	Roof Scuppers	Annual
D04A / Quarterly	Exterior Entrance Door w/ Automatic Opener	Quarterly
D04E / Quarterly	Exterior Entrance Door (any exterior door in a hallway or corridor)	Quarterly
D04I / Quarterly	Interior Entrance Door (Vestibule only)	Quarterly
D06 / Annual	Site Storm Drains	Annual
D07 / Semi-Annual	Storm water Pond	Semi-Annual
D08 / Annual	Bioretention Facility	Annual
D10E / Semi-Annual	Exterior Coiling Door	Semi-Annual
D10I / Semi-Annual	Interior Coiling Door	Semi-Annual
D13E / Annual	Exterior Swinging Door (any exterior doors other than D04E)	Annual
D13I / Annual	Interior Swinging Door (any interior door other than D04I)	Annual
D14 / Annual	Floor Drain (sanitary Sewer)	Annual
D16 / Annual	Hand Dryer	Annual
D18I / Annual	Interior Folding Door	Annual
E01E 5 year load test	Elevator, Electric Traction	5 Years
E01E / Annual	Elevator, Electric Traction	Annual
E01E / Monthly	Elevator, Electric Traction	Monthly
E01H / Annual	Elevator, Hydraulic	Annual
E01H / Monthly	Elevator, Hydraulic	Monthly
E19A / Annual	Emergency Light, Emergency Generator Powered	Annual
E19A / Monthly	Emergency Light, Emergency Generator Powered	Monthly
E20 / Annual	Building Service Main Breaker/ Disconnect	Annual
E25 / Annual	Trans / Bus Diff Relay	Annual
E27 5 Years	Breaker, Panel (inventory only the panel not each breaker in the panel)	5 Years
E30 / Annual	Switchboard (Breakers feed from main bus)	Annual
E34 / Annual	Disconnects, Isolation Switches	Annual
E36 / Monthly	Automatic Transfer Switch	Monthly

E40D / Annual	Emergency Generator (Diesel)	Annual
E40D / Monthly	Emergency Generator (Diesel)	Monthly
E40NG / Annual	Emergency Generator (Natural / LP Gas)	Annual
E40NG / Monthly	Emergency Generator (Natural / LP Gas)	Monthly
E51 / Annual	Motor Starters	Annual
E56 / Quarterly	Dimmer Panel	Quarterly
E57 / Annual	Transformer	Annual
E58C / Annual	Commercial Clothes Washer	Annual
E58R / Annual	Residential Clothes Washer	Annual
E59C / Annual	Commercial Clothes Dryer	Annual
E59R / Annual	Residential Clothes Dryer	Annual
E61 / Annual	Emergency Light, Dry Cell	Annual
E61 / Monthly	Emergency Light, Dry Cell	Monthly
E63 / Annual	Exhaust Hood (all except Kitchen)	Annual
E64 / Quarterly	Energy Recovery Unit (External and internal units) Note: Must be associated to an air handler (i.e. A02, A10, A11, or A13)	Quarterly
E64 / Annual	Energy Recovery Unit (External and internal units) Note: Must be associated to an air handler (i.e. A02, A10, A11, or A13)	Annual
E65 / Annual	Evacu-Trac	Annual
E68 / Annual	Exit/Emergency Light Combo	Annual
E68 / Monthly	Exit/Emergency Light Combo	Monthly
E69 / Annual	GFI Breakers (inventory each breaker)	Annual
E70 / Quarterly	GFI Receptacles (inventory each receptacle)	Quarterly
F01 / Monthly	Sprinkler System Check Valve	Monthly
F01A / Monthly	Sprinkler System Check Valve (Alarmed)	Monthly
F01G 5 year	Fire protection Gauges	5 years
F02 / Annual	Fire Extinguishing System, Dry pipe	Annual
F02 / Monthly	Fire Extinguishing System, Dry pipe	Monthly
F02 / Quarterly	Fire Extinguishing System, Dry pipe	Quarterly
F03 / Annual	Fire Post Indicator Valve	Annual
F04 Test & Maintenance / Annual	Fire Control Valve	Annual
F04 Inspection / Quarterly	Fire Control Valve	Quarterly
F05 / Monthly	Fire Pump	Monthly
F05 / Weekly	Fire Pump	Weekly
F05D / 2 year	Fire Pump, Diesel Motor	2 year
F05D / 5 year	Fire Pump, Diesel Motor	5 year
F05D / Annual	Fire Pump, Diesel Motor	Annual
F05D / Semi-Annual	Fire Pump, Diesel Motor	Semi-Annual

F05D Test & Maintenance / Weekly	Fire Pump, Diesel Motor	Weekly
Fire Alarm Test / Annual	Magnetic Door Holdback	Annual
F08 / Annual	Fire Hose	Annual
F09 / Annual	Fire Dept. Hose Connection (outlet)	Annual
F10 / Annual	Fire Department Pumper Connections	Annual
Fire Alarm Test / Annual	Alarm Notification Device (Strobe, and/or Horn)	Annual
Fire Alarm Visual Inspection / Semi-Annual	Alarm Notification Device (Strobe, and/or Horn)	Semi-Annual
Fire Alarm Test / Semi-Annual	Air Pressure Switch	Semi-Annual
Fire Alarm Visual Inspection / Quarterly	Air Pressure Switch	Quarterly
Fire Alarm Test / Annual	CO Detector	Annual
Fire Alarm Visual Inspection / Semi-Annual	CO Detector	Semi-Annual
Fire Alarm Test / Annual	Fire Extinguishing (Halon, Co2, Ansel) (Initiating Device for assoc. F26)	Annual
Fire Alarm Visual Inspection / Semi-Annual	Fire Extinguishing (Halon, Co2, Ansel) (Initiating Device for assoc. F26)	Semi-Annual
Fire Alarm Test / Annual	Fusible Link	Annual
Fire Alarm Visual Inspection / Semi-Annual	Fusible Link	Semi-Annual
Fire Alarm Test / Annual	Heat Detectors	Annual
Fire Alarm Visual Inspection / Semi-Annual	Heat Detectors	Semi-Annual
Fire Alarm Test / Annual	Manual Pull Stations	Annual
Fire Alarm Visual Inspection / Semi-Annual	Manual Pull Stations	Semi-Annual
Fire Alarm Test / Annual	Smoke Detector	Annual
Fire Alarm Visual Inspection / Semi-Annual	Smoke Detector	Semi-Annual
Fire Alarm Test / Annual	Smoke Detector, Beam	Annual
Fire Alarm Visual Inspection / Semi-Annual	Smoke Detector, Beam	Semi-Annual
Fire Alarm Test / Annual	Smoke Detector, Duct	Annual
Fire Alarm Visual Inspection / Semi-Annual	Smoke Detector, Duct	Semi-Annual
Fire Alarm Test / Semi-Annual	Tamper Switch	Semi-Annual
Fire Alarm Visual Inspection / Quarterly	Tamper Switch	Quarterly
Fire Alarm Test / Semi-Annual	Water Flow	Semi-Annual
Fire Alarm Visual Inspection / Quarterly	Water Flow	Quarterly
Fire Alarm Test / Semi-Annual	Water Level Switch	Semi-Annual
Fire Alarm Visual Inspection / Quarterly	Water Level Switch	Quarterly

Fire Alarm Test / Annual	Main Fire Alarm Panel	Annual
Fire Alarm Visual Inspection / Semi-Annual	Main Fire Alarm Panel	Semi-Annual
Fire Alarm Test / Annual	Fire Annunciator Panel	Annual
Fire Alarm Visual Inspection / Semi-Annual	Fire Annunciator Panel	Semi-Annual
Fire Alarm Test / Annual	Fire Alarm Booster Panel	Annual
Fire Alarm Visual Inspection / Semi-Annual	Fire Alarm Booster Panel	Semi-Annual
Fire Alarm Test / Annual	Fire Alarm Audio Notification (microphone)	Annual
Fire Alarm Visual Inspection / Semi-Annual	Fire Alarm Audio Notification (microphone)	Semi-Annual
Fire Alarm Test / Annual	Remote Fire Alarm Control Panel	Annual
Fire Alarm Visual Inspection / Semi-Annual	Remote Fire Alarm Control Panel	Semi-Annual
Fire Alarm Test / Annual	Communicator (Dialer)	Annual
Fire Alarm Visual Inspection / Semi-Annual	Communicator (Dialer)	Semi-Annual
F18 2 year	Fire & Smoke Damper	2 years
F19 / Annual	Fire Hydrants	Annual
F20 / Annual	Sprinkler Heads	Annual
Obstruction Test / 5 Year	Sprinkler System Piping	5 Year
F22 12 year	Fire Extinguisher (ABC Chemical)	12 Year
F22 6 year	Fire Extinguisher (ABC Chemical)	6 Year
F22 / Annual	Fire Extinguisher (ABC Chemical)	Annual
F22 / Monthly	Fire Extinguisher (ABC Chemical)	Monthly
F22CO2 5 year	Fire Extinguisher (CO2 Chemical)	5 Year
F22CO2 / Annual	Fire Extinguisher (CO2 Chemical)	Annual
F22CO2 / Monthly	Fire Extinguisher (CO2 Chemical)	Monthly
F22K 5 year	Fire Extinguisher (Class K wet Chemical)	5 Year
F22K / Annual	Fire Extinguisher (Class K wet Chemical)	Annual
F22K / Monthly	Fire Extinguisher (Class K wet Chemical)	Monthly
F26 Annual	Fire Extinguishing System (System other than water not portable extinguisher)	Annual
F27 / Semi-Annual	Exhaust Fan, centrifugal	Semi-Annual
F28 / Annual	Exhaust Fan, Radon	Annual
F36 / Semi-Annual	Exhaust Fan, axial	Semi-Annual
F37B / Semi-Annual	Burnisher, Electric	Semi-Annual
F37L / Semi-Annual	Floor Machine, low Speed	Semi-Annual
F37P / Quarterly	Burnisher, Propane Powered	Quarterly
F38 / Annual	Lightning Protection	Annual
A01/A04/F39 / Quarterly	Pneumatic Lines, Filter, etc.	Quarterly

Group with B02 / Annual, or B02C / Annual, or B02S / Annual	Draft Fan, Boiler	Annual
F43 / Quarterly	Charcoal Vent Filter (sanitary)	Quarterly
F49 / Annual	Fencing, All Types	Annual
F50 / Monthly	Filterra- Storm water Pollution Treatment	Monthly
F52 / Annual	Flag Pole	Annual
F55 / Annual	Variable Frequency Drive	Annual
G01 / Annual	Independent Fuel Oil pump & Strainers	Annual
G02 / Annual	Grease Trap	Annual
G02 / Monthly	Grease Trap	Monthly
G03E / Semi-Annual	Exterior Gates	Semi-Annual
G04 / Annual	Goal Post	Annual
G04A / Annual	Playground Equipment	Annual
G04A / Annual	Playground Equipment	Annual
G06 / Annual	Generator, Portable	Annual
G06 / Quarterly	Generator, Portable	Quarterly
G08 / Annual	Geothermal Heating/ Cooling Water to Air	Annual
G08 / Quarterly	Geothermal Heating/ Cooling Water to Air	Quarterly
G08WW / Annual	Geothermal Heating/ Cooling Water to Water	Annual
G08WW / Quarterly	Geothermal Heating/ Cooling Water to Water	Quarterly
H01 / Annual	Water to Water Heat Exchanger Domestic systems only	Annual
H01 / Semi-Annual	Water to Water Heat Exchanger Domestic systems only	Semi-Annual
H01FP / Annual	Flat Plate Heat Exchanger	Annual
H01FP / Quarterly	Flat Plate Heat Exchanger	Quarterly
H02G / Annual	Water Heater, Gas	Annual
H02G / Semi-Annual	Water Heater, Gas	Semi-Annual
H02O / Annual	Water Heater, Oil	Annual
H02O / Semi-Annual	Water Heater, Oil	Semi-Annual
H03 / Annual	Water Heater Electric	Annual
H15M / Annual	Maintenance Hoist	Annual
I02/I04 / Annual	Cabinet Fan Coil Unit Wall Mounted	Annual
I02/I04 / Quarterly	Cabinet Fan Coil Unit Wall Mounted	Quarterly
I02/I04 / Annual	Cabinet Fan Coil Unit Ceiling Hung	Annual
I02/I04 / Quarterly	Cabinet Fan Coil Unit Ceiling Hung	Quarterly
I05 / Quarterly	Variable Air Volume, Fan Powered	Quarterly
I05NFP / Quarterly	Variable Air Volume, Non-Fan Powered	Quarterly
I07 / Annual (Activation)	Irrigation System	Annual
I07 / Annual (De-activation)	Irrigation System	Annual

K02 / Annual	Hot Cabinet, Electric (All Sizes)	Annual
K05 / Annual	Booster Heater	Annual
K07 / Quarterly	Dishwasher Commercial	Quarterly
K08 / Quarterly	Garbage Disposal Commercial	Quarterly
K11 / Quarterly	Deep Fat Fryer	Quarterly
K13 / Annual	Exhaust Hood (kitchen)	Annual
K15 / Quarterly	Static Milk or Ice cream cooler (i.e. no evaporator Fan)	Quarterly
K17 / Quarterly	Ice Machine	Quarterly
K19 / Quarterly	Kettle	Quarterly
K21 / Quarterly	Mixer	Quarterly
K22 / Quarterly	Broiler	Quarterly
K24 / Annual	Oven, Gas / Electric	Annual
K25 / Annual	Warmer, stationary unit	Annual
K26 / Annual	Hose & Reel	Annual
K29 / Semi-Annual	Reach-in Refrigerator all types (Commercial)	Semi-Annual
K30 / Semi-Annual	Refrigerator/freezer, walk-in box	Semi-Annual
K31 / Annual	Sink, Kitchen	Annual
K32 / Quarterly	Slicer	Quarterly
K33 / Quarterly	Cooker, Steam	Quarterly
K33 / Annual	Cooker, Steam	Annual
K37 / Quarterly	Serving Line-Heated	Quarterly
K38 / Annual	Serving Line-Refrigerated & Non-Refrigerated	Annual
K43 / Annual	Combi-Oven, Gas / Electric	Annual
K45 / Annual	Dishwasher Power Dryer	Annual
K49 / Quarterly	Pizza Cooker	Quarterly
L01 / Semi-Annual	Grounds Equipment	Semi-Annual
L02 / Semi-Annual	Material Lift i.e. Duct Lift	Semi-Annual
L04P / Annual	Lighting, Exterior, Pole	Annual
L04S / Annual	Lighting, Exterior, Other than pole or building mounted	Annual
L04W / Annual	Lighting, Exterior, wall	Annual
L08 / Semi-Annual	Spotlights	Semi-Annual
L09 / Annual	Ladder, Exterior, Fixed	Annual
L10 / Annual	Stage Hoist	Annual
L11 / Annual	Exit Light	Annual
L11 / Monthly	Exit Light	Monthly
M01 / Annual	Manhole/Electrical	Annual
M02 / Quarterly	Manhole/Sewers	Quarterly

M05 / Semi-Annual	Man Lift	Semi-Annual
M06 / Semi-Annual	Material Handling Equipment- Engine Driven (i.e. fork lift, platform lift)	Semi-annual
M12 / Annual	Loading Dock, Lift or leveler	Annual
P04 / Semi-Annual	Pump, Centrifugal	Semi-Annual
P08 / Semi-Annual	Partition / Curtain, Electric	Semi-Annual
P09 / Semi-Annual	Chemical Feed Metering Pump	Semi-Annual
P09A / Quarterly	Chemical Feed Metering Pump (water treatment department equipment only)	Quarterly
P10 / Annual	Paint Booth, Gas Fired, Hot Air	Annual
P10 / Monthly	Paint Booth, Gas Fired, Hot Air	Monthly
P16 / Semi-Annual	Partition / Curtain, Manual	Semi-Annual
P19 / Annual	Pressure Washer, Electric	Annual
P20 / Annual	Pressure Washer, Gas	Annual
Portable / Annual	Portable Classroom	Annual
Bathroom Portable / Annual	Portable Classroom with Bathroom	Annual
Bathroom Portable / Monthly	Portable Classroom with Bathroom	Monthly
Bathroom Portable / Quarterly	Portable Classroom with Bathroom	Quarterly
Portable / Monthly	Portable Classroom	Monthly
Portable / Quarterly	Portable Classroom	Quarterly
R02 / Semi-Annual	Shingles, Metal	Semi-Annual
R02 / Semi-Annual	Buildup, Membrane	Semi-Annual
R02 / Semi-Annual	Canopy Roofing	Semi-Annual
R05 (Reciprocating and Scroll Air Cooled Condenser) / Annual	Chiller (Reciprocating and Scroll Air Cooled Condenser)	Annual
R05 (Rotary Screw Air Cooled Condenser) / Annual	Chiller (Rotary Screw Air Cooled Condenser)	Annual
R05 (Centrifugal Water Cooled) / Annual	Chiller (Centrifugal Water Cooled)	Annual
R05 (Rotary Screw (Water Cooled) / Annual	Chiller (Rotary Screw (Water Cooled)	Annual
R05 (Reciprocating and Scroll Water Cooled) / Annual	Chiller (Reciprocating and Scroll Water Cooled)	Annual
R09 2 year	Finned-tube Radiant Heaters All types i.e.. Electric, steam, hot water	2 Year
R11 / Semi-Annual	Roof Hatch	Semi-Annual
S02C/S02CT/S02D/S02G/S02H / Monthly	Hydronic System Chilled Loop Piping	Monthly
S02C/S02CT/S02D/S02G/S02H / Monthly	Cooling Tower Loop Piping	Monthly
S02C/S02CT/S02D/S02G/S02H / Monthly	Hydronic System Dual Temp Loop Piping	Monthly
S02C/S02CT/S02D/S02G/S02H / Monthly	Hydronic System Geothermal Loop Piping	Monthly

S02C/S02CT/S02D/S02G/S02H / Monthly	Hydronic System Heating Loop Piping	Monthly
S03 / Semi-Annual	Septic System	Semi-Annual
S05 / Semi-Annual	Lift pump System	Semi-Annual
S06 / Semi-Annual	All Sewage Pumping Equipment	Semi-Annual
S07 / Semi-Annual	Sump Pump	Semi-Annual
S08 / Annual	Valve, sediment strainer	Annual
S10R/S10W / Quarterly	Floor Scrubber (Ride-on)	Quarterly
S10R/S10W / Quarterly	Floor Scrubber (Walk Behind)	Quarterly
S20/S20P/S21 / Quarterly	Card Access (Swipes)	Quarterly
S20/S20P/S21 / Quarterly	Card Access (Proximity)	Quarterly
S20/S20P/S21 / Quarterly	Card Access Control Panel	Quarterly
S23 / Semi-Annual	Non-Kitchen lavatory/Sink	Semi-Annual
S23A / Semi-Annual	Non-Kitchen lavatory/Sink, hand dryer, soap integrated unit	Semi-Annual
S24 / Semi-Annual	Solar Panel Electric	Semi-Annual
S25 / Annual	Solar Panel Water	Annual
S25 / Semi-Annual	Solar Panel Water	Semi-Annual
S26 / Semi-Annual	Structures other than the school	Semi-Annual
T01F / Annual	Tank, Fire Protection Water Storage	Annual
T01H / Annual	Tank, Hydronic Water Storage (Chilled or Hot Water)	Annual
T01P / Annual	Tank, Potable Water Storage	Annual
T03 / Annual	Tank, Fuel Oil, Aboveground	Annual
T04 / Annual	Tank, Fuel Oil, Underground	Annual
T06 / Annual	Tank, Chemical (Acid nutrition tank) only included, if not associated to a piece of equipment	Annual
T07 / Semi-Annual	Toilet	Semi-Annual
T08 5 year	Traps (Steam Traps)	5 Year
T09 / Quarterly	Traps (Clay Trap)	Quarterly
U01 / Annual	Unit Heater, Steam or Hot Water	Annual
U02 / Annual	Unit Heater, Gas	Annual
U03 / Annual	Unit Heater Electric	Annual
U04 / Semi-Annual	Urinals	Semi-Annual
U05 / Monthly	Urinal, Waterless	Monthly
V01B/V01T/V01U / Semi-Annual	Vacuum Cleaner Backpack	Semi-Annual
V01R / Annual	Vacuum Ride-On	Annual
V01B/V01T/V01U / Semi-Annual	Vacuum Cleaner Tank (Wet/Dry)	Semi-Annual
V01B/V01T/V01U / Semi-Annual	Vacuum Cleaner Upright	Semi-Annual
V03 / Annual	Valve, pressure regulator	Annual

V05 / Annual	Valve 2" and larger main or critical not associated to a piece of equipment	Annual
V06 / Semi-Annual	Hydronic 3 way valve	Semi-Annual
V09 / Annual	Backflow Preventer	Annual
V09T / Annual	Backflow Tester	Annual
V10 / Annual	Domestic water tempering mixing valve	Annual
V11 / Annual	Solenoid Valve	Annual
W01 / Annual	Stand-alone Bottle Filling Station, Refrigerated	Annual
W01A / Annual	Drinking Fountain, Refrigerated	Annual
W01B / Annual	Drinking Fountain, Non-Refrigerated	Annual
W02 / Weekly	Emergency Eye Wash Station	Weekly
W03 / Annual	Water Softener	Annual
W04 / Semi-Annual	Water Filter	Semi-Annual
W06 / Annual	Building Domestic Water Piping	Annual
W07 / Monthly	Wheelchair Lift	Monthly
W07 / Annual	Wheelchair Lift	Annual
W09 / Annual	Water Purifier, Ultraviolet	Annual
W10 / Quarterly	Water Heater, on demand	Quarterly
W14 / Semi-Annual	Welder, Portable, Engine Driven	Semi-Annual
W16 / Semi-Annual	Windows, Manual	Semi-Annual
W17 / Semi-Annual	Windows, Motorized System	Semi-Annual
XT / Weekly	Vehicle	Weekly
XX / Annual	Trailers, Fixed Deck and Hydraulic	Annual
Building Tour / Monthly	Building Tour	Monthly
F20 / Annual	Fire Protection System Annual Test	Annual
Water Quality Tour / Weekly	Water Quality Tour	Weekly
Athletic Field		
B13P (Practice Field, Natural Grass)	Mowing	Monthly (Mar-Nov)
B13P (Practice Field, Natural Grass)	Soil testing (post-season)	Annual (Nov)
B13C (Competition Field, Natural Grass)	Dragging	Annual (Feb)
B13C (Competition Field, Natural Grass)	Rolling	Annual (Mar)
B13C (Competition Field, Natural Grass)	Mowing	Monthly (Mar-Nov)
B13C (Competition Field, Natural Grass)	QA inspection	Monthly (Mar-Nov)
B13C (Competition Field, Natural Grass)	Soil testing (post-season)	Annual (Nov)
B13C (Competition Field, Natural Grass)	Herbicide/Pesticide Application	Monthly (Mar-Oct)

B13C (Competition Field, Natural Grass)	Fertilizer application	Semi-Ann (Mar/Sep)
B13C (Competition Field, Natural Grass)	Slit seeding & Over seeding	Semi-Ann (Mar/Sep)
B13CA&PA (Competition and Practice Field, Artificial)	Synthetic Turf G-Max Test	Annual (Jun)
B13CA&PA (Competition and Practice Field, Artificial)	Inspection/Service of Synthetic	Mar,May,Jul,Sep,Nov
B13CA&PA (Competition and Practice Field, Artificial)	Herbicide/Pesticide Application	Monthly (Mar-Oct)
B13CA&PA (Competition and Practice Field, Artificial)	Drainage testing (out sourced)	Annual (Jun)

Maintenance and Operations

Comprehensive Maintenance Plan

Wednesday, September 9, 2026

PRESENTED BY: Larry L. Phillips, Director, Maintenance and Operations
Lloyd Mills, Senior Manager, Maintenance
Ed Reinhold, Senior Manager, Operations

FCPS Frederick County Public Schools
INSPIRE • MOTIVATE • INNOVATE

1

Our Facilities and Operations Team

- Over 7.5 million square feet across 72 school and support facilities
- Average building age: 39 years
- 539 Maintenance & Operations positions
- Responsibilities include:
  - HVAC, plumbing, electrical, and roofing
  - Sustainability & compliance
  - Facility and grounds services
  - Emergency response
  - Preventive and predictive maintenance

FCPS

2

The Plan's Purpose

The CMP ensures we:

- Enhance operational reliability
- Safeguard public investment through responsible stewardship of facilities
- Maintain safe, healthy, and high-performing instructional environments
- Align with state maintenance standards and expectations

3

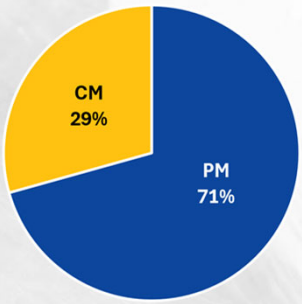
Computerized Maintenance Management System (CMMS)

CMMS enables us to:

- Manage assets and maintenance history
- Schedule preventive maintenance
- Track work orders and performance
- Use data to inform maintenance decisions

CMMS data is reported during IAC state inspections and throughout the CMP.

FY26
Preventative Maintenance to Corrective Maintenance Work Order Ratio



4

Critical Asset Maintenance

How we are extending the life of our assets:

- Repair before replacement
- Scheduled inspections, testing, and servicing
- Lifecycle planning and condition assessments
- CMMS tracking of asset history and performance
- Standardized equipment and maintenance practices
- Manufacturer-based preventive maintenance programs

5

Investing In Our Team

Master Trades

- Troubleshooting, quality assurance, and knowledge sharing
- Consistency in maintenance practices and technical standards
- Technical and specialized expertise in HVAC, electrical, and plumbing

Apprentice Program

- A sustainable workforce pipeline
- Technical knowledge through hands-on training and mentorship
- Development of the next generation of skilled trades professionals

Centralized Services

- Consistent service expectations and operational standards
- Stronger training, supervision, and support for Facility Services staff
- Flexibility to coordinate staffing and resources based on facility needs
- Reduce administrative burden on school administrators

6

Proactive Facility Management

Using data to:
- Identify developing issues
- Monitor equipment performance
- Prioritize maintenance activities based on asset health and operational needs

Benefits:
- Extend asset life
- Improve equipment reliability
- Reduce unexpected failures and emergency repairs
- Support proactive maintenance planning and resource allocation

7

7

Where We are Headed in FY27

Proactive Maintenance
- Continued data-driven decision making through CMMS
- Expand predictive maintenance and condition monitoring

Workforce Development
- Build technical expertise
- Strengthen knowledge transfer
- Strengthen apprenticeship and training opportunities

Strategic Asset Management
- Strengthen lifecycle planning and capital coordination
- Align maintenance priorities with facility condition data

8

8

9

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.08 Policy 507, Summer School Eligibility
Type	Information, Discussion, Action
Suggested Action	Board approval of Policy 507, Summer Programming Eligibility, and decommission of Policy 507, Summer School Eligibility.
Department(s)	Legal Services
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.

Content
PURPOSE OF PRESENTATION:
2nd Reading

PROCESS STATEMENT:
Policy 507, Summer School Eligibility, is presented today for the Board of Education's second reading (Summer Programming Eligibility_Summary_backup1, Summer Programming Eligibility_Clean_backup2, Summer Programming Eligibility_Redlined_backup3, Summer School Eligibility Decommission Analysis_backup4, and Summer School Eligibility Decommission_backup5).

PRESENTER(S) & TITLE(S):
Steven N. Blivess, Esq., Chief Legal Counsel

SUBMITTED BY:
Steven N. Blivess, Esq., Chief Legal Counsel

ATTACHMENT(S):
2026.09.09 Policy 507 Summer Programming Eligibility (Summary) (2nd Reading)_backup1.pdf
2026.09.09 Policy 507 Summer Programming Eligibility (Draft - Clean) (2nd Reading)_backup2.pdf
2026.09.09 Policy 507 Summer Programming Eligibility (Draft - Redlined) (2nd Reading)_backup3.pdf
2026.09.09 Policy 507 Summer School Eligibility (2nd Reading) (Decommission Analysis)_backup4.pdf

2026.09.09 Policy 507 Summer School Eligibility (2nd Reading) (Decommission)_backup5.pdf

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Policy 507, *Summer Programming Eligibility*
Proposed Changes

September 9, 2026, Board Meeting

Page No.	Paragraph No.	Summary of Changes
1	A	Replaced "supplemental" with "additional" to align with the definition and to maintain a clear distinction between instruction offered during the summer and supplemental instruction. Replaced "extracurricular" with "enrichment" to more accurately describe the nature of the activities offered.
1	B	Replaced "extracurricular" with "enrichment" for consistency in terminology used throughout the policy.
1	C(1)	Replaced "non enrolled students" with "other students" to make the language more accessible to families. Added ", depending on the program," after "participate" to clarify that eligibility may vary by program.
1	D	Replaced "supplemental" with "additional" and "extracurricular" with "enrichment" for consistency in terminology used throughout the policy. Removed the last sentence because the language now appears in the definition.

A. Policy Purpose

Through this Policy, the Board of Education of Frederick County (the "Board") authorizes Frederick County Public Schools ("FCPS") to develop and implement summer programming that supports student learning through additional instructional and enrichment opportunities.

B. Definitions

"Summer Programming" is defined to mean instructional coursework or enrichment opportunities offered during the summer to support student learning, including, but not limited to, summer school, summer camps, virtual coursework, credit recovery, and other additional learning opportunities.

C. Policy Statement

1. Eligibility to participate in summer programming is limited to students currently enrolled in FCPS. Other students may participate, depending on the program, in accordance with applicable Board policies and FCPS regulations including, but not limited to, those related to program costs and associated fees.

2. Summer programming is subject to annual budget resource availability.

3. Extended School Year (ESY) services are not considered summer programming and are not governed by this Policy.

D. Implementation

The Superintendent is directed to establish regulations to ensure a structured process for the development and operation of additional instructional and enrichment programs, subject to annual budget resource availability.

E. Related Information

1. **Board Policy**
   a. Policy 508, *Special Education*
   (https://apps.fcps.org/legal/documents/508)

2. **Code of Maryland Regulations (COMAR)**
   a. COMAR 13A.03.02.04, *Other Provisions for Earning Credit*
   (https://fcps-md.info/COMAR_13A-03-02-04)
   b. COMAR 13A.06.03.04, *Operational Guidelines*

(https://fcps-md.info/COMAR_13A-06-03-04)

3. **FCPS Regulations**
   a. Regulation 400-11, *Frederick County Virtual School (FCVS) Student Enrollment, Attendance and Commencement*
   (https://apps.fcps.org/legal/documents/400-11)
   b. Regulation 400-16, *Admission of Non-Resident (Out of County/State) Students – Tuition*
   (https://apps.fcps.org/legal/documents/400-16)
   c. Regulation 400-40, *Summer Session Programs*
   (https://apps.fcps.org/legal/documents/400-40)
   d. Regulation 416-05, *Academic Support, Intervention, and Promotion* (formerly 500-10)
   (https://apps.fcps.org/legal/documents/416-05)
   e. Regulation 500-24, *Academic Standards for Participation in Extracurricular Activities in High School*
   (https://apps.fcps.org/legal/documents/500-24)
   f. Regulation 500-33, *School Supplies / Materials and Instructional Fees*
   (https://apps.fcps.org/legal/documents/500-33)
   g. Regulation 508-02, *School Individualized Education Program (IEP) Team* (formerly 400-22)
   (https://apps.fcps.org/legal/documents/508-02)

4. **FCPS Resources**
   a. FCPS / About / Calendar Information (Calendar Handbook)
   (https://www.fcps.org/about/calendar_information)
   b. FCVS / Programs / High School Summer Sessions
   (https://fcvs.sites.fcps.org/programs/summer)

F. Policy History (Maintained by Legal Services)

Responsible Office	Department of System Accountability and School Administration
Adoption Dates	02/20/08
Review Dates	
Revision Dates	XX/XX/XX

Frederick County Public Schools
Board of Education
SUMMER PROGRAMMING ELIGIBILITY
Policy 507

A. Policy Purpose

Through this Policy, the Board of Education of Frederick County (the "Board") authorizes Frederick County Public Schools ("FCPS") to develop and implement summer programming that supports student learning through [~~supplemental~~][additional] instructional and [~~extracurricular~~] [enrichment] opportunities.

B. Definitions

"Summer Programming" is defined to mean instructional coursework or [~~extracurricular~~] [enrichment] opportunities offered during the summer to support student learning, including, but not limited to, summer school, summer camps, virtual coursework, credit recovery, and other additional learning opportunities.

C. Policy Statement

1. Eligibility to participate in summer programming is limited to students currently enrolled in FCPS. [~~Non-enrolled~~][Other] students may participate[, depending on the program,] in accordance with applicable Board policies and FCPS regulations including, but not limited to, those related to program costs and associated fees.

2. Summer programming is subject to annual budget resource availability.

3. Extended School Year (ESY) services are not considered summer programming and are not governed by this Policy.

D. Implementation

The Superintendent is directed to establish regulations to ensure a structured process for the development and operation of [~~supplemental~~][additional] instructional and [~~extracurricular~~] [enrichment] programs, subject to annual budget resource availability. [~~These may include summer school, summer camps, credit recovery, and other supplemental learning opportunities.~~]

E. Related Information

1. **Board Policy**
   a. Policy 508, *Special Education*
   (https://apps.fcps.org/legal/documents/508)

2. **Code of Maryland Regulations (COMAR)**
   a. COMAR 13A.03.02.04, *Other Provisions for Earning Credit*

(https://fcps-md.info/COMAR_13A-03-02-04)

b. COMAR 13A.06.03.04, *Operational Guidelines*
(https://fcps-md.info/COMAR_13A-06-03-04)

3. **FCPS Regulations**
   a. Regulation 400-11, *Frederick County Virtual School (FCVS) Student Enrollment, Attendance and Commencement*
   (https://apps.fcps.org/legal/documents/400-11)
   b. Regulation 400-16, *Admission of Non-Resident (Out of County/State) Students – Tuition*
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   c. Regulation 400-40, *Summer Session Programs*
   (https://apps.fcps.org/legal/documents/400-40)
   d. Regulation 416-05, *Academic Support, Intervention, and Promotion* (formerly 500-10)
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   e. Regulation 500-24, *Academic Standards for Participation in Extracurricular Activities in High School*
   (https://apps.fcps.org/legal/documents/500-24)
   f. Regulation 500-33, *School Supplies / Materials and Instructional Fees*
   (https://apps.fcps.org/legal/documents/500-33)
   g. Regulation 508-02, *School Individualized Education Program (IEP) Team* (formerly 400-22)
   (https://apps.fcps.org/legal/documents/508-02)

4. **FCPS Resources**
   a. FCPS / About / Calendar Information (Calendar Handbook)
   (https://www.fcps.org/about/calendar_information)
   b. FCVS / Programs / High School Summer Sessions
   (https://fcvs.sites.fcps.org/programs/summer)

F. Policy History (Maintained by Legal Services)

Responsible Office	Department of System Accountability and School Administration
Adoption Dates	02/20/08
Review Dates	
Revision Dates	[~~XX/XX/XX~~][08/27/26]

Frederick County Public Schools
Board of Education
POLICY ANALYSIS FORM

Policy Title: Summer School Eligibility
Policy No. 507

Policy Committee Recommendation (Select 1):
☐ Adoption of a New Policy (Skip Section I, Complete Section II)
☐ Technical Amendment to an Existing Policy (Complete Section I, Skip Section II)
☐ Substantive (Non-Technical) Amendment to an Existing Policy (Skip Section I, Complete Section II)
☒ Decommission of an Existing Policy (Complete Section I, Skip Section II)
☐ No change to the Policy (No further action is required)

Section I – Technical Amendments, Decommission

1. Select the nature of the amendment:
   ☐ Technical amendment to comply with federal, state, or local law
   ☐ Technical amendment to bring the policy into alignment with a more recently enacted Board policy
   ☐ Technical amendment to apply the new template to an existing policy without substantive changes
   ☐ Technical amendment to update directory information (FCPS office names, phone numbers, etc.)
   ☒ Decommission

2. Describe the amendment being proposed:

   Policy 507 is currently under review as part of the Board's regular policy review cycle. Staff recommend decommissioning the existing policy, which consists of a single paragraph and was last updated in 2008, and replacing it with a new policy titled "Summer Programming Eligibility". The proposed policy would clearly articulate that eligibility is limited to currently enrolled FCPS students, with provisions for non-enrolled students to participate under certain conditions. It would also outline budgetary limitations and clarify that Extended School Year (ESY) services are separate and not governed by this policy.

3. Will the technical amendment to the policy or decommissioning of the policy affect FCPS charter schools? ☒ Yes ☐ No
   If "Yes", describe how.

   Will apply equally to all schools, including the charters.

Section II – New Policy, Substantive (Non-Technical) Amendments

1. What issue or question is being addressed?

Click or tap here to enter text.

2. Is there a fiscal impact? ☐ Yes ☐ No
   If "Yes", describe or attach a cost analysis and/or fiscal impact statement.

Click or tap here to enter text.

3. Does this policy relate to other Board policies or to FCPS regulations? ☐ Yes ☐ No
   If "Yes", identify the related policies and/or regulations.

   Click or tap here to enter text.

4. Are there any legal requirements (federal, state, or local law or regulation or judicial decision) that mandates the policy or standards within the policy? ☐ Yes ☐ No
   If "Yes", provide the citation to the legal requirement and a brief description of the requirement.

   Click or tap here to enter text.

5. Check the box next to each Maryland LEA whose policies were reviewed in preparing this policy. If you did not review other LEA policies, check the "None" box.

☐ Allegany	☐ Anne Arundel	☐ Baltimore City	☐ Baltimore County
☐ Calvert	☐ Caroline	☐ Carroll	☐ Cecil
☐ Charles	☐ Dorchester	☐ Garrett	☐ Harford
☐ Howard	☐ Kent	☐ Montgomery	☐ Prince George's
☐ Queen Anne's	☐ Somerset	☐ St. Mary's	☐ Talbot
☐ Washington	☐ Wicomico	☐ Worcester	☐ None

6. Is a draft attached? ☐ Yes ☐ No
   If "No," explain why not.

   Click or tap here to enter text.

7. What alternatives to the new policy or policy change were considered by staff?

   Click or tap here to enter text.

8. Will the policy or policy change affect FCPS charter schools? ☐ Yes ☐ No
   If "Yes", describe how.

   Click or tap here to enter text.

9. Will the Superintendent be required to report on the implementation of the policy? ☐ Yes ☐ No
   If "Yes", describe how.

   Click or tap here to enter text.

10. What is the timeline for the adoption of the policy?

    Click or tap here to enter text.

Section III – Recommendation Approval

Recommendation by: Steven N. Blivers **11/19/25**

Superintendent's Designee

Approved by the Policy Committee on: 11/19/2025

RECOMMENDED TO BE DECOMMISSIONED BASED ON THE RATIONALE IN THE POLICY ANALYSIS FORM

POLICY	BOARD OF EDUCATION OF FREDERICK COUNTY, MARYLAND
SUMMER SCHOOL ELIGIBILITY	**SECTION 507**
	Adopted: 2/20/08 **Reviewed: 1/9/08**

The school system offers a number of courses during the summer to currently enrolled Frederick County Public School students with academic deficiencies and to students for original credit. Where enrollment is sufficient, elementary schools offer remedial reading and mathematics. Secondary schools offer students the opportunity to improve or master skills in those courses that were taken during the regular school year.

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.09 Policy 509, Extracurricular and Co-Curricular Activities
Type	Information, Discussion, Action
Suggested Action	Board approval of Policy 509, Extracurricular and Co-Curricular Activities.
Department(s)	Legal Services
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.

Content
PURPOSE OF PRESENTATION:
2nd Reading

PROCESS STATEMENT:
Policy 509, Extracurricular and Co-Curricular Activities, is presented today for the Board of Education's second reading (Summary_backup1, Analysis_backup2, Clean_backup3, and Redlined_backup4).

PRESENTER(S) & TITLE(S):
Steven N. Blivess, Esq., Chief Legal Counsel

SUBMITTED BY:
Steven N. Blivess, Esq., Chief Legal Counsel

ATTACHMENT(S):
2026.09.09 Policy 509 Extracurricular and Co-curricular Activities (Summary)(2nd Reading)_backup1.pdf
2026.09.09 Policy 509 Extracurricular and Co-curricular Activities (Analysis)(2nd Reading)_backup2.pdf
2026.09.09 Policy 509 Extracurricular and Co-curricular Activities (Draft - Clean)(2nd Reading)_backup3.pdf
2026.09.09 Policy 509 Extracurricular and Co-curricular Activities (Draft - Redlined)(2nd Reading)_backup4.pdf

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Executive Assistant
Zoe L. Carson

Policy 509, *Extracurricular and Co-Curricular Activities*
Proposed Changes

Page No.	Paragraph No.	Summary of Changes
3	D(5)(a)	Clarified that the provision applies to complaints alleging inequity or discrimination in interscholastic high school athletic programming or facilities.
4	E(1)(b) and (c)	Reverted references to current policy numbers and titles.

August 26, 2026, Board Meeting

Page No.	Paragraph No.	Summary of Changes
1	A	Revised the purpose statement to include co-curricular activities and removed the reference to promoting positive behavior.
1	B	Revised the definitions of "Co-curricular," "Corollary Athletics," and "Extracurricular Activities" and added definitions for "Interscholastic Athletics," "Parent," and "Student."
1-2	C(1)	Struck language regarding balancing extracurricular time commitments with academic and wellness goals and revised "each and every student" to "every student."
2	C(3)	Struck duplicative and non-relevant language.
2	C(4)	Added an express nondiscrimination statement regarding participation in extracurricular activities.
2	D(1)	Added an applicability provision.
2	D(2)(a)-(b)	Delegated authority to the Superintendent to determine official extracurricular activities and clarified that extracurricular activities may be offered to students in Grades K - 12.
2	D(2)(c)-(d)	Made clarifying revisions regarding K–8 activities and co-curricular participation requirements.
2	D(3)(b)	Clarified that academic eligibility standards apply to high school participation and specified an exception for certain local school clubs.
3	D(4)(a)	Updated conduct provisions to reflect current disciplinary references and procedures.
3	D(5)(d)	Clarified that athletic programs are administered in accordance with COMAR, MPSSAA regulations, or applicable sport-specific governing bodies.
3	D(5)(e)	Struck language relocated to D(7).
3	D(5)(f)	Struck language relocated to D(6)(a).
3	D(6)	Relocated language previously at D(5)(f), and reorganized and updated Title IX complaint provisions.
4	D(7)	Relocated language previously at D(5)(e) and clarified the Superintendent's implementation and reporting responsibilities.
4-5	E	Added related information, categorized by type.

Frederick County Public Schools
Board of Education
POLICY ANALYSIS FORM

Policy Title: Extracurricular and Co-curricular Activities
Policy No. 509

Policy Committee Recommendation (Select 1):
☐ Adoption of a New Policy (Skip Section I, Complete Section II)
☐ Technical Amendment to an Existing Policy (Complete Section I, Skip Section II)
☒ Substantive (Non-Technical) Amendment to an Existing Policy (Skip Section I, Complete Section II)
☐ Decommission of an Existing Policy (Complete Section I, Skip Section II)
☐ No change to the Policy (No further action is required)

Section I – Technical Amendments, Decommission

1. Select the nature of the amendment:
   ☐ Technical amendment to comply with federal, state, or local law
   ☐ Technical amendment to bring the policy into alignment with a more recently enacted Board policy
   ☐ Technical amendment to apply the new template to an existing policy without substantive changes
   ☐ Technical amendment to update directory information (FCPS office names, phone numbers, etc.)
   ☐ Decommission

2. Describe the amendment being proposed:

   Click or tap here to enter text.

3. Will the technical amendment to the policy or decommissioning of the policy affect FCPS charter schools? ☐ Yes ☐ No
   If "Yes", describe how.

   Click or tap here to enter text.

Section II – New Policy, Substantive (Non-Technical) Amendments

1. What issue or question is being addressed?

   Policy 509 is currently under review as part of the Board's regular policy review cycle. Recommended edits include expanding definitions, clarifying eligibility and participation standards, updating references to current regulations and policies, and reorganizing the policy for clarity and consistency.

2. Is there a fiscal impact? ☐ Yes ☒ No
   If "Yes", describe or attach a cost analysis and/or fiscal impact statement.

   N/A

3. Does this policy relate to other Board policies or to FCPS regulations? ☒ Yes ☐ No

If "Yes", identify the related policies and/or regulations.

Policy 116, Title IX Sexual Harassment
Policy 120, Antidiscrimination (formerly 309)
Policy 121, Bullying, Harassment, and Intimidation (formerly 437)
Policy 444, Educational Equity and Excellence
Policy 508, Supporting Special Education Students
Regulation 116-01, Title IX Sexual Harassment
Regulation 400-25, National Honor Society
Regulation 400-48, Bullying, Harassment, Intimidation Complaint Process for Students
Regulation 403-01, Student Discipline (formerly 400-08)
Regulation 409-01, Student Wellness
Regulation 500-24, Academic Standards for Participation in Extracurricular Activities in High School
Regulation 509-01, Student Clubs (formerly 400-58)
Regulation 509-02, FCPS Unified Sports Program (formerly 400-92)

4. Are there any legal requirements (federal, state, or local law or regulation or judicial decision) that mandates the policy or standards within the policy? ☒ Yes ☐ No
   If "Yes", provide the citation to the legal requirement and a brief description of the requirement.

   Individuals with Disabilities Education Act (IDEA)
   Section 504 of the Rehabilitation Act of 1973 (Section 504)
   Title IX of the Educational Amendments of 1972, 20 U.S.C 1681
   Md. Code Ann., Educ. § 4-205
   Md. Code Ann., Educ. § 7-4b-01
   Md. Code Ann., Educ. § 7-4b-02
   Md. Code Ann., Educ. § 7-4b-03
   Md. Code Ann., Educ. § 8-403
   COMAR 13A.06.03, Interscholastic Athletics in the State
   COMAR 13A.06.04, Corollary Athletic Programs

5. Check the box next to each Maryland LEA whose policies were reviewed in preparing this policy. If you did not review other LEA policies, check the "None" box.

☐ Allegany	☐ Anne Arundel	☒ Baltimore City	☒ Baltimore County
☐ Calvert	☐ Caroline	☐ Carroll	☐ Cecil
☐ Charles	☐ Dorchester	☐ Garrett	☐ Harford
☒ Howard	☐ Kent	☐ Montgomery	☒ Prince George's
☐ Queen Anne's	☐ Somerset	☐ St. Mary's	☐ Talbot
☐ Washington	☐ Wicomico	☐ Worcester	☐ None

6. Is a draft attached? ☒ Yes ☐ No
   If "No," explain why not.

   N/A

7. What alternatives to the new policy or policy change were considered by staff?

   None.

8. Will the policy or policy change affect FCPS charter schools? ☒ Yes ☐ No
   If "Yes", describe how.

   The changes will apply equally to all schools, including the charter schools.

9. Will the Superintendent be required to report on the implementation of the policy? ☐ Yes ☒ No
   If "Yes", describe how.

   N/A

10. What is the timeline for the adoption of the policy?

    Immediately upon approval by the Board.

Section III – Recommendation Approval

Recommendation by: Steven N. Blivers **06/24/26**
Superintendent's Designee

Approved by the Policy Committee on: 6/24/2026

A. Policy Purpose

To establish Board of Education of Frederick County (Board) expectations as they relate to student participation and equity in extracurricular activities, co-curricular activities, and athletic programs, which promote a culture of civility.

B. Definitions

1. "Co-curricular" is defined to mean programs and activities associated with a particular class and in which all students enrolled in the class must participate as part of their grade.

2. "Corollary Athletics" or "Corollary" is defined to mean an athletic program specifically designed to combine groups of students with and without disabilities together in physical activity and is not governed by the Maryland Public Secondary Schools Athletic Association (MPSSAA).

3. "Extracurricular Activities" is defined to mean FCPS sponsored activities available to students beyond the regular school day, which are voluntary and not required for satisfactory completion of a particular class.

4. "Interscholastic Athletic Program" or "Interscholastic Athletics" is defined to mean FCPS's grades 9-12 athletic program that is governed by the requirements of the MPSSAA detailed in COMAR 13A.06.03.

5. "Parent" is defined to mean a biological or adoptive parent, a court-appointed custodian or guardian, a foster parent, or a caregiver (as defined by the Education Article of the Maryland Annotated Code or as designated by the United States Department of Health and Human Services, Office of Refugee Resettlement).

6. "Student" is defined to mean an individual who is attending or has attended FCPS and for whom FCPS maintains the student's records or personally identifiable information. "Student" does not mean an individual who has not been enrolled in an FCPS school or program.

C. Policy Statement

1. The Board recognizes the value of student participation in extracurricular activities and understands such programs serve as a viable complement to a student's overall educational experience. Academic achievement for every student is the cornerstone of the Board's goals, as is creating a culture of wellness for all students.

2. Extracurricular activities promote student achievement and engagement in the school community and present opportunities to learn teamwork, fairness, respect, and collaborative problem-solving skills necessary to be productive citizens.

3. All students may participate in extracurricular activities regardless of gender, race, national origin, ethnicity, religion, and sexual orientation, subject to the academic eligibility criteria or other eligibility, as set forth in this Policy.

D. Implementation

1. **Applicability.** This Policy applies to students, their parents, and the Frederick County community.

2. **Permitted Activities**
   a. The Board delegates to the Superintendent the authority to determine official FCPS extracurricular activities.
   b. Extracurricular activities may be offered to students in Grades Kindergarten (K) through 12.
   c. Interscholastic athletics and marching band are not part of the school program for students in Grades K through 8.
   d. Co-curricular programs and activities, such as band, chorus, or drama, are designated in the course guide program overview.

3. **Academic Standards for Participation in Extracurricular Activities in High School**
   a. The Board considers participation in extracurricular activities a student privilege not a student right.
   b. Therefore, in order to participate in extracurricular activities, a student must maintain specific academic standards as established in FCPS Regulation 500-24, *Academic Standards for Participation in Extracurricular Activities in High School*, with the exception of local school clubs that do not represent the school outside of the school through competitions, performances, or other public displays.

4. **Conduct Standards for Extracurricular and Co-Curricular Activities**
   a. Any behavior that is deemed derogatory, disruptive, or detrimental to the team may bring consequences ranging from diminished playing time to dismissal from the team in addition to consequences outlined under FCPS Regulation 403-01, *Student Discipline* (formerly 400-08). School administrators shall be responsible for deciding appropriate discipline in accordance with FCPS Regulation 403-01, *Student Discipline* (formerly 400-08), and the FCPS Student Code of Conduct.
   b. FCPS employees, volunteers, or spectators who behave in a derogatory or disruptive manner may be subject to disciplinary action up to and including denial where appropriate, ineligibility to be a volunteer, and/or restricted access to FCPS property.

5. **Access and Equity**

a. The Board supports provisions of Title IX and the implementation of the athletic program to reflect equity in funding, scheduling, and access to program and facilities. The program will allow all interested students, an equitable opportunity to enjoy the benefits of athletic participation and to pursue the academic requirements for a high school diploma.
b. The Board supports provisions of the corollary athletic program, which promotes the inclusion of students with disabilities in school athletic programs.
c. All students with disabilities will have opportunities for participation in mainstream physical education and interscholastic athletic programs. Appropriate and reasonable accommodations for students with disabilities shall be provided. Adapted physical education programs and corollary athletic programs will be available to all students.
d. Athletic programs are administered in accordance with the Code of Maryland Regulations (COMAR), the regulations of the Maryland Public Secondary Schools Athletic Association (MPSSAA), or the sport specific governing body.

6. **Title IX Complaints**
   a. Complaints alleging Title IX violations related to inequity or discrimination in interscholastic high school athletic programming and facilities may be submitted to the Supervisor of Athletics and Extracurricular Activities who serves as the Title IX coordinator for such allegations.
   b. Complaints alleging Title IX violations related to sexual discrimination shall be addressed in accordance with Board Policy 116, *Title IX Sexual Harassment*.

7. The Superintendent shall:
   a. Develop and maintain regulations to implement this Policy; and
   b. Provide an annual report to the Board.

E. Related Information

1. **Board Policy**
   a. Policy 116, *Title IX Sexual Harassment*
   (https://apps.fcps.org/legal/documents/116)
   b. Policy 309, *Discrimination and Harassment – Employees/Applicants/Community Members*
   (https://apps.fcps.org/legal/documents/309)
   c. Policy 437, *Bullying-Harassment-Intimidation*
   (https://apps.fcps.org/legal/documents/437)
   d. Policy 444, *Educational Equity and Excellence*
   (https://apps.fcps.org/legal/documents/444)
   e. Policy 508, *Supporting Special Education Students*
   (https://apps.fcps.org/legal/documents/508)

2. **Code of Maryland Regulations (COMAR)**
   a. COMAR 13A.06.03, *Interscholastic Athletics in the State*
   (https://fcps-md.info/COMAR_13A-06-03)
   b. COMAR 13A.06.04, *Corollary Athletic Programs*
   (https://fcps-md.info/COMAR_13A-06-04)

3. **FCPS Regulations**
   a. Regulation 116-01, *Title IX Sexual Harassment*
   (https://apps.fcps.org/legal/documents/116-01)
   b. Regulation 400-25, *National Honor Society*
   (https://apps.fcps.org/legal/documents/400-25)
   c. Regulation 400-48, *Bullying, Harassment, Intimidation Complaint Process for Students*
   (https://apps.fcps.org/legal/documents/400-48)
   d. Regulation 403-01, *Student Discipline* (formerly 400-08)
   (https://apps.fcps.org/legal/documents/403-01)
   e. Regulation 409-01, *Student Wellness*
   (https://apps.fcps.org/legal/documents/409-01)
   f. Regulation 500-24, *Academic Standards for Participation in Extracurricular Activities in High School*
   (https://apps.fcps.org/legal/documents/500-24)
   g. Regulation 509-01, *Student Clubs* (formerly 400-58)
   (https://apps.fcps.org/legal/documents/509-01)
   h. Regulation 509-02, FCPS Unified Sports Program (formerly 400-92)
   (https://apps.fcps.org/legal/documents/509-02)

4. **FCPS Resources**
   a. FCPS / Athletics
   (https://www.fcps.org/athletics)
   b. FCPS / Families & Students / Extracurricular Activities
   (https://www.fcps.org/families_students/extracurricular_activities)
   c. FCPS Student Code of Conduct
   (https://www.fcps.org/families_students/student_code_of_conduct)
   d. FCPS Athletic Handbook
   e. FCPS Extracurricular Activities Handbook

5. **Federal Law**
   a. Individuals with Disabilities Education Act (IDEA)
   (https://fcps-md.info/IDEA_20_USC_1400)
   b. Section 504 of the Rehabilitation Act of 1973 (Section 504)
   (https://fcps-md.info/Section_504_29_USC_794)
   c. Title IX of the Educational Amendments of 1972, 20 U.S.C 1681
   (https://fcps-md.info/Title_IX_20_USC_1681)

6. **Maryland Statutes**
   a. Md. Code Ann., Educ. § 4-205
   (https://fcps-md.info/MD_Educ_Code_4-205)
   b. Md. Code Ann., Educ. § 7-4b-01
   (https://fcps-md.info/MD_Educ_Code_7-4b-01)
   c. Md. Code Ann., Educ. § 7-4b-02
   (https://fcps-md.info/MD_Educ_Code_7-4b-02)
   d. Md. Code Ann., Educ. § 7-4b-03
   (https://fcps-md.info/MD_Educ_Code_7-4b-03)

e. Md. Code Ann., Educ. § 8-403
(https://fcps-md.info/MD_Educ_Code_8-403)

F. Policy History (Maintained by Legal Services)

Responsible Office	Department of Curriculum and Instruction; Athletics Department
Adoption Dates	06/11/08
Review Dates	
Revision Dates	12/13/17; 11/13/19; 09/09/20; 11/10/21; 09/09/26

A. Policy Purpose

To establish Board of Education of Frederick County (Board) expectations as they relate to student participation and equity in extracurricular activities[, co-curricular activities,] and athletic programs[,] which promote a culture of civility[~~ and positive behavior~~].

B. Definitions

1. "Co-curricular" [~~relates to~~][is defined to mean] programs and activities associated with a particular class and in which all students [enrolled] in the class must participate as part of the[ir] grade.

2. "Corollary [~~a~~][A]thletic[s" or "Corollary][~~ program~~]" is [defined to mean an athletic program] specifically designed to combine groups of students with and without disabilities together in physical activity and [~~competition~~][is not governed by the Maryland Public Secondary Schools Athletic Association (MPSSAA)].

3. "Extracurricular [~~a~~][A]ctivities" [is defined to mean] [~~are school~~][FCPS] sponsored activities [available to students] beyond [the] regular [~~class activities in which the student represents the school, such as athletics, clubs/organizations, or class/club officers.~~][school day, which are voluntary and not required for satisfactory completion of a particular class.

4. "Interscholastic Athletic Program" or "Interscholastic Athletics" is defined to mean FCPS's grades 9-12 athletic program that is governed by the requirements of the MPSSAA detailed in COMAR 13A.06.03.

5. "Parent" is defined to mean a biological or adoptive parent, a court-appointed custodian or guardian, a foster parent, or a caregiver (as defined by the Education Article of the Maryland Annotated Code or as designated by the United States Department of Health and Human Services, Office of Refugee Resettlement).

6. "Student" is defined to mean an individual who is attending or has attended FCPS and for whom FCPS maintains the student's records or personally identifiable information. "Student" does not mean an individual who has not been enrolled in an FCPS school or program.]

C. Policy Statement

1. The Board recognizes the value of student participation in extracurricular activities and understands such programs serve as a viable complement to a student's overall educational experience. Academic achievement for [~~each and~~] every student is the cornerstone of the

Board's goals, as is creating a culture of wellness for all students. [~~Therefore, time commitments for extracurricular activities will incorporate these goals to achieve a reasonable balance for students who seek to participate in extracurricular activities.~~]

2. Extracurricular activities promote student achievement and engagement in the school community and present opportunities to learn teamwork, fairness, respect, and collaborative problem-solving skills necessary to be productive citizens.

3. [~~This policy promotes equity of access to extracurricular activities for all students. Additionally, this policy reflects the value of all courses taken through Frederick County Public Schools (FCPS) by including dual enrollment, virtual and summer session classes.~~]

4. [All students may participate in extracurricular activities regardless of gender, race, national origin, ethnicity, religion, and sexual orientation, subject to the academic eligibility criteria or other eligibility, as set forth in this Policy.]

D. Implementation

1. **[Applicability.** This Policy applies to students, their parents, and the Frederick County community.]

2. **Permitted Activities** [~~Extracurricular activities are provided as follows:~~
   a. ~~With the exception of paragraph B below, extracurricular activities are offered to students in grades nine through twelve.~~ [The Board delegates to the Superintendent the authority to determine official FCPS extracurricular activities.]
   b. ~~Exceptions may be made for elementary and middle school students by the Superintendent's designee when younger students are needed for a drama or musical theater program.~~][Extracurricular activities may be offered to students in Grades Kindergarten (K) through 12.]
   c. [~~In grade kindergarten through eight, i~~][I]nterscholastic [~~sports~~][athletics] and marching band are not part of the school program for [~~the~~] students [in Grades K through 8].
   d. Co-curricular programs and activities [~~are those activities which are countywide expectations for a particular class and in which all students in the class must participate as part of their grade. These activities~~][, such as band, chorus, or drama] are designated in the course guide program overview[~~, such as band, chorus, or drama~~].

3. **Academic Standards for Participation in Extracurricular Activities [in High School]**
   a. The [~~school system~~] [Board] considers participation in extracurricular activities a student privilege not a student right.
   b. Therefore, in order to participate in extracurricular activities, a student must maintain specific academic standards as established in FCPS Regulation 500-24[, *Academic Standards for Participation in Extracurricular Activities in High School*, with the exception of local school clubs that do not represent the school outside of the school through competitions, performances, or other public displays].

4. **Conduct Standards for Extracurricular and Co-Curricular Activities**
   a. Any behavior that is deemed derogatory, disruptive[,] or detrimental to the [team][extracurricular or co-curricular activity] may bring consequences ranging from [diminished playing time][reduced opportunities to participate] to dismissal from the [team][extracurricular or co-curricular activity] in addition to consequences outlined under FCPS Regulation [400-08][403-01, *Student] Discipline*[(formerly 400-08). [Appropriate school staff and/or coach] [School administrators] shall be responsible for deciding appropriate discipline in accordance with FCPS Regulation [400-08][403-01, *Student] Discipline*[(formerly 400-08),] and the [Guide for Student-Athletes and Parents[FCPS Student Code of Conduct][. Note: The Guide includes a link to FCPS Systemic Procedures for Reporting Accusations/Use of Racial Slurs or Discriminatory Practices].
   b. FCPS employees, volunteers[,] or spectators who behave in a derogatory or disruptive manner may be subject to disciplinary action up to and including denial where appropriate, ineligibility to be a volunteer[,] and/or restricted access to FCPS property.

5. **Access and Equity**
   a. The Board supports provisions of Title IX and the implementation of the athletic program to reflect equity in funding, scheduling, and access to program and facilities. The program will allow all interested students, an equitable opportunity to enjoy the benefits of athletic participation and to pursue the academic requirements for a high school diploma.
   b. The Board supports provisions of the corollary athletic program, which promotes the inclusion of students with disabilities in school athletic programs.
   c. All students with disabilities will have opportunities for participation in mainstream physical education and interscholastic athletic programs. Appropriate and reasonable accommodations for students with disabilities shall be provided. Adapted physical education programs and corollary athletic programs will be available to all students.
   d. Athletic programs are administered in accordance with [the Code of Maryland Regulations (COMAR), the regulations of the Maryland Public Secondary Schools Athletic Association (MPSSAA)[, or the sport specific governing body].
   e. [The Superintendent shall develop regulations for implementation of the intent of this policy and provide an annual report to the Board.
   f. Complaints alleging Title IX violations as they relate to inequity or discrimination in interscholastic high school athletics may be submitted to the Supervisor of Athletics and Extracurricular Activities who serves as the Title IX coordinator for such allegations.]

6. [Note:]**[Title IX Complaints]**
   a. Complaints alleging Title IX violations [as they] relate[d] to inequity or discrimination in interscholastic high school athletic[s] [programming and facilities] may be submitted to the Supervisor of Athletics and Extracurricular Activities who serves as the Title IX coordinator for such allegations.
   b. Complaints [from employees or applicants] alleging Title IX violations [as they] relate[d] to sexual discrimination [should refer to][shall be addressed in accordance

with] Board Policy 116[,] *Title IX Sexual Harassment* [~~and Board Policy 309 Discrimination Unlawful~~].

7. [The Superintendent shall:
   a. Develop and maintain regulations to implement this Policy; and
   b. Provide an annual report to the Board.]

E. Related Information

1. **[Board Policy]**
   a. Policy 116, *Title IX Sexual Harassment* [(https://apps.fcps.org/legal/documents/116)
   b. [~~Policy 120, *Antidiscrimination* (formerly 309) (link will become active when policy is approved and published)~~][Policy 309, *Discrimination and Harassment – Employees/Applicants/Community Members*] ~~(https://apps.fcps.org/legal/documents/120) (link will become active when policy is approved and published)~~[(https://apps.fcps.org/legal/documents/309)]
   c. ~~Policy 121, *Bullying, Harassment, and Intimidation* (formerly 437) (link will become active when policy is approved and published)~~[Policy 437, *Bullying-Harassment-Intimidation*] ~~(https://apps.fcps.org/legal/documents/121) (link will become active when policy is approved and published)~~][(https://apps.fcps.org/legal/documents/437)]
   d. Policy 444, *Educational Equity* [*and Excellence* (https://apps.fcps.org/legal/documents/444)
   e. Policy 508, *Supporting Special Education Students* (https://apps.fcps.org/legal/documents/508)

2. **Code of Maryland Regulations (COMAR)]**
   a. COMAR 13A.06.03, *Interscholastic Athletics in the State* [(https://fcps-md.info/COMAR_13A-06-03)]
   b. COMAR 13A.06.04, *Corollary Athletic Programs* [(https://fcps-md.info/COMAR_13A-06-04)

3. **FCPS Regulations**
   a. Regulation 116-01, *Title IX Sexual Harassment* (https://apps.fcps.org/legal/documents/116-01)
   b. Regulation 400-25, *National Honor Society* (https://apps.fcps.org/legal/documents/400-25)]
   c. Regulation 400-48, *Bullying, Harassment, Intimidation Complaint Process for Students* [(https://apps.fcps.org/legal/documents/400-48)
   d. Regulation 403-01, *Student Discipline* (formerly 400-08) (https://apps.fcps.org/legal/documents/403-01)
   e. Regulation 409-01, *Student Wellness* (https://apps.fcps.org/legal/documents/409-01)]
   f. Regulation 500-24, *Academic Standards for Participation in Extracurricular Activities in High School*

[(https://apps.fcps.org/legal/documents/500-24)
g. Regulation 509-01, *Student Clubs* (formerly 400-58) (https://apps.fcps.org/legal/documents/509-01)
h. Regulation 509-02, FCPS Unified Sports Program (formerly 400-92) (https://apps.fcps.org/legal/documents/509-02)

4. **FCPS Resources**
   a. FCPS / Athletics (https://www.fcps.org/athletics)]
   b. FCPS / Families & Students / Extracurricular Activities [(https://www.fcps.org/families_students/extracurricular_activities)
   c. FCPS Student Code of Conduct (https://www.fcps.org/families_students/student_code_of_conduct)
   d. FCPS Athletic Handbook
   e. FCPS Extracurricular Activities Handbook

5. **Federal Law**
   a. Individuals with Disabilities Education Act (IDEA) (https://fcps-md.info/IDEA_20_USC_1400)
   b. Section 504 of the Rehabilitation Act of 1973 (Section 504) (https://fcps-md.info/Section_504_29_USC_794)]
   c. Title IX of the Educational Amendments of 1972, 20 U.S.C 1681 [(https://fcps-md.info/Title_IX_20_USC_1681)

6. **Maryland Statutes**
   a. Md. Code Ann., Educ. § 4-205 (https://fcps-md.info/MD_Educ_Code_4-205)
   b. Md. Code Ann., Educ. § 7-4b-01 (https://fcps-md.info/MD_Educ_Code_7-4b-01)
   c. Md. Code Ann., Educ. § 7-4b-02 (https://fcps-md.info/MD_Educ_Code_7-4b-02)
   d. Md. Code Ann., Educ. § 7-4b-03 (https://fcps-md.info/MD_Educ_Code_7-4b-03)
   e. Md. Code Ann., Educ. § 8-403 (https://fcps-md.info/MD_Educ_Code_8-403)]

F. Policy History (Maintained by Legal Services)

Responsible Office	[Department of Curriculum and Instruction; Athletics Department]
Adoption Dates	06/11/08
Review Dates	
Revision Dates	12/13/17; 11/13/19; 09/09/20; 11/10/21[; [~~XX/XX/XX~~][09/09/26]

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1.. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.10. Setting of Quarterly Agenda, October - December
Type	Information
Department(s)	Superintendent's Office

Content
PURPOSE OF PRESENTATION: To review the upcoming Quarterly Agenda.

BACKGROUND/SUMMARY: At the January 14, 2015 meeting, the Board voted to adopt the new quarterly agenda process and instituted a new process for submitting requests for future agenda items. The request form is attached.

PROCESS STATEMENT: To provide quarterly agendas that will be posted on Board Docs at each Board meeting. This process will enable the public and staff to plan for upcoming Board meetings. The quarterly agenda is a dynamic document that will be revised as needed to accommodate time sensitive business items and items requested using the form adopted for the Board.

The October - December 2026 Quarterly Agenda is attached for review and discussion. It will be submitted for Action Consent at the next Board meeting.

PRESENTER(S) & TITLE(S):
Mr. Rose, Board President

SUBMITTED BY: Mr. Rose, Board President

ATTACHMENT(S):
BOE-F01 Request_to_Add_Agenda_Item-rev.pdf
09.09.26 4th Q 26 Agenda Public.pdf

Request to Add an Agenda Item

Board of Education
Frederick County, Maryland
191 South East Street
Frederick, Maryland 21701

Clear Form

Form # BOE-F01
September 2023

Topic:

Policy:

Strategic Plan:

☐ **Goal 1**: FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.

☐ **Goal 2**: FCPS will hire, support, and retain staff who champion individual, professional, and student excellence.

☐ **Goal 3**: FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.

☐ **Goal 4**: FCPS will nurture relationships with families and the entire community, sharing responsibility for student success and demonstrating pride in all aspects of our school system.

☐ **Goal 5**: FCPS will promote a culture fostering wellness and civility for students and staff.

1. **Was your campaign endorsed by, or did your campaign receive a contribution from the group presenting?**

   Requestor ☐Yes ☐No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

2. **Are there any areas with this presenter that might appear as a conflict of interest?**

   Requestor ☐Yes ☐No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

3. **Board membership or affiliations with group presenting?**

   Requestor ☐Yes ☐No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

Recommended Action (Information, Discussion, Action):

Submitted by: **Date Submitted:**

Supported by: [Names of two BOE Members who concur]

1.

2.

Quarterly Agenda for Board Meetings October – December 2026
This document is dynamic - changes will be made to it as needed to accommodate time sensitive business items

October 7
Board of Education Curriculum & Instruction Committee Meeting (10:00 a.m.)

October 7
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- BOE Handbook Update/Revision (RG) (Information/Discussion/Action)
- Office of the Ombuds Annual Report (SN) (Information/Discussion)

Policy Items:
- Policy 405, Graduation (2nd Reading) (SB) (Information/Discussion/Action) – ***Work Session***

System Recognitions:
- National Dyslexia Awareness Month & National Bullying Prevention Month Proclamations (JB) (Action)
- National Principals Month Proclamation (JA) (Action)

Consent Items:
- Staffing Changes (SS) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Policy 427, Religious Expression (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***
- Special Education Update (JB) (Information/Discussion) – ***Evening***
- Strategic Plan Key Performance Indicators Reporting: Priority 3 (KPI 11 & KPI 12) and BOE Classroom Management (Agenda Request) (JB/JA) (Information/Discussion/Action) ***- Evening***

October 21
Board of Education Policy Committee Meeting (9:30 a.m.)

October 21
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- Fiscal Year 2028 Operating Budget Calendar (HC) (Information/Discussion/Action)
- Community Listening Session Debrief (DR) (Information/Discussion)
- Legislative Principles 2027 (DR) (Information/Discussion/Action)

Policy Items:
- Policy 427, Religious Expression (1st Reading) (SB) (Information/Discussion/Action) – ***Work Session***

System Recognitions:
- Partnership Recognition (EP) (Information)

Consent Items:
- Staffing Changes (SS) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Policy 309, Discrimination and Harassment (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***
- Strategic Plan Key Performance Indicators Reporting: Priority 1 & 5 (KPI 4, 5 & KPI 15) (KH/FV) (Information/Discussion) **- *Evening***
- Discussion regarding the MSEA ESP Bill of Rights (Agenda Request) (SS) (Information/Discussion/Action)

November 4
Board of Education Curriculum & Instruction Committee Meeting (10:00 a.m.)

November 4
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- Special Education Update (JB) (Information/Discussion) – ***Work Session***
- Cell Tower Lease Extension (PL) (Information/Discussion/Action)

Policy Items:
System Recognitions:
- National School Psychology Week Proclamation (JB) (Action)

Consent Items:
- Staffing Changes (SS) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Racial Equity Committee Annual Report (DR) (Information/Discussion)
- Presentation on Heather Ridger School (Agenda Request) (JA/JB) (Information/Discussion
- Policy 437, Bullying – Harassment - Intimidation (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***

November 18
Board of Education Policy Committee Meeting (9:30 a.m.)

November 18
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- 2027-2028 Academic Calendar – Committee Recommendations (EP) (Information/Discussion/Action)
- Brunswick High School Replacement Schematic Design (PL) (Information/Discussion/Action)
- Setting of Quarterly Agenda, January – March (DR) (Information)

Policy Items:
- Policy 309, Discrimination and Harassment (2nd Reading) (SB) (Information/Discussion/Action) – ***Work Session***
- Policy 437, Bullying – Discrimination - Harassment (2nd Reading) (SB) (Information/Discussion/Action) – ***Work Session***

System Recognitions:
- Educational Support Professionals Day Proclamation (SS) (Action)
- Veterans Day & Veteran in Education Service Award/Celebration/Recognition (EP) (Information)
- Inclusive Schools Week Proclamation (JB) (Action)

Consent Items:
- Staffing Changes (SS) (Action/Consent)
- Textbook Approval (KH) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Policy 500, Approval of Curriculum and Instructional Materials (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***
- Policy 510, Copyright Laws – Decommission (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***
- Strategic Plan Key Performance Indicators Reporting: Priority 1 (KPI 3) (Information/Discussion) (FV) **-** ***Evening***

December 1
Board of Education Swearing-In Ceremony (10:00 a.m.)

December 9
Board of Education Election of Officers Meeting (2:30 p.m.)

December 9
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- Special Education Update (JB) (Information/Discussion) – ***Work Session***
- Board of Education Meeting Dates for next year (Board President) (Information/Discussion/Action)
- Fiscal Year 2025 Other Post-Employment Benefits (OPEB) Bi-Annual Actuarial Report and Contribution Study (HC) (Information/Discussion/Action)

Policy Items:
- Policy 500, Approval of Curriculum and Instructional Materials (2nd Reading) (SB) (Information/Discussion/Action) – ***Work Session***
- Policy 510, Copyright Laws – Decommission (2nd Reading) (SB) (Information/Discussion/Action) – ***Work Session***

System Recognitions:

Consent Items:

- Staffing Changes (SS) (Action/Consent)
- Textbook Approval (KH) (Action/Consent)
- Setting of Quarterly Agenda, January – March (BOE President) (Action/Consent)

Informational Items:

- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:

- Policy 501, Selection and Approval of Library Materials (1st Reading) (SB) (Information/Discussion/Action) – ***Evening***
- Special Education Citizens Advisory Committee (SECAC) Commendations & Recommendations (JB) (Information/Discussion) – ***Evening***

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1.. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.11. Motion to Move into Closed Session
Type	Action
Suggested Action	Board approval to move into Closed Session.

Content

In accordance with Maryland's Open Meetings Act, General Provisions Article § 3-305(b)(1), (2) and (7), the Board will meet in Closed Session at 4:00 pm to discuss matters related to appeals and to consult with counsel to obtain legal advice.

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	1.. WORK SESSION (OPEN MEETING) [3:00 P.M.]
Subject	1.12. Adjournment
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	2. CLOSED SESSION [4:00 p.m.]
Subject	2.01 Call to Order
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	2. CLOSED SESSION [4:00 p.m.]
Subject	2.02 Adjournment
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.01 Call to Order
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.02 Pledge of Allegiance
Type	Procedure

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.03 Closed Session Announcement
Type	Information

Content

In accordance with Maryland's Open Meetings Act, General Provisions Article § 3-305(b)(1), (2) and (7), the Board met in Closed Session at 4:00 pm today to discuss matters related to appeals and to consult with counsel to obtain legal advice.

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.04 Approval of the August 26, 2026 Board of Education Meeting Minutes
Type	Minutes
Suggested Action	Board approval of the August 26, 2026 Board of Education Meeting Minutes

ATTACHMENT(S):
08.26.26 Meeting Minutes_DRAFT.pdf

Board of Education of Frederick County
Meeting Minutes – DRAFT
Wednesday, August 26, 2026
Board Room

1. WORK SESSION (OPEN MEETING) [3:00 P.M.]

Members present: Dean Rose, Rae Gallagher, Colt Black, Jaime Brennan, Janie Monier, Chad Wilson, Sr., Karen Yoho
Others present: Dr. Cheryl Dyson, Superintendent; Bill Meekins, Purchasing Manager; Roy McHaffa, Purchasing Agent; Dr. Eric Louers-Phillips, Associate Superintendent of Public Affairs; Dr. Sarah Sirgo, Chief of Staff; Steven Blivess, Esquire, Chief Legal Counsel; Sabrina Nail, Board Liaison and Ombuds; Thora Mintz, Student Member of the Board; Kathryn Rich, Executive Assistant to the Board

1.01 Call to Order
President Rose called the meeting to order at 3:00 p.m.

1.02 Approval of the August 26, 2026 Board of Education Meeting Agenda.
Board approval of the August 26, 2026 Board of Education Meeting Agenda.

Motion
Board approval of the August 26, 2026 Board of Education Meeting Agenda.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Rae Gallagher, second by Janie Monier.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson
Not Present at Vote: Colt Black

1.03 Information Items
The following items were given to the Board for information purposes only:

- Anne Arundel County Public Schools RFP 25SC-197, E-Rate Consulting Services – This contract will be utilized by the Department of Information Technology to assist the department in recognizing E-Rate eligible services and filing the necessary documentation to become E-Rate eligible. The contract was awarded to E-Rate Elite Services, Inc. (Owings Mills, MD).
- Omnia Partners R250402, Audio Visual Solutions & Services – This contract will be utilized by Frederick County Public Schools (FCPS) for the purchase of audio-visual equipment used in both instructional and administrative areas. This is an open-requirement contract with no guarantee of any purchase quantity or dollar amount. The contract was awarded to B&H Foto & Electronics Corp (New York, NY).
- Sourcewell RFP #121024, Facility Security Systems, Equipment, and Software with Related Services – This contract will be utilized by the Maintenance and Operations Department for the inspection, testing, refilling, and replacing of fire extinguishers and sprinkler systems throughout FCPS buildings. The contract was awarded to Johnson Controls Fire Protection LP (Milwaukee, WI).
- NBC Support Grant – FCPS has received a $43,997 National Board Certification (NBC) Support grant from the Maryland State Department of Education to attract and retain National Board Certified Teachers (NBCTs)
- Fine Arts Initiative Grant – FCPS has received a $24,657 Fine Arts Initiative grant from the Maryland State Department of Education to support the K-12 Fine Arts curriculum.
- Museums of Cultural Import Grant – FCPS has received a $26,941 Museums of Cultural Import grant from the Maryland State Department of Education to support field trips to various museums identified by MSDE.

1.04 Renewal Items
The following items were presented to the Board for renewal:

- Bid 23M2, Maintenance Repair and Operations Material and Supplies – Plumbing (Renewal) – This recommendation is to renew the contract for the purchase of materials and supplies for plumbing throughout Frederick County Public Schools (FCPS) and offices. Staff recommended the contract be renewed to Best Plumbing Supplies, Inc. (Myersville, MD), Ferguson Enterprises LLC (Newport News, VA), and Noland Company (Frederick, MD).
- Bid 24FQ3, Water Testing/Treatment – HVAC Systems (Renewal) – This recommendation is to renew the contract for water testing and treatment in heating, ventilation, and air conditioning systems in all FCPS buildings. Staff recommended the contract be renewed to WaterPro, Inc. (Sykesville, MD).

Motion
Board approval of the renewal items 23M2 and 24FQ3.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Rae Gallagher, second by Janie Monier.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson
Not Present at Vote: Colt Black

1.05 2028-2029 Academic Calendar
The Calendar Committee was seeking parameters from the Board to develop the 2028-2029 academic school year draft calendar.

Mr. Black joined the meeting at 3:31 p.m.

1.06 Policy 503, Character Education
Policy 503, Character Education, was presented for the Board of Education's second reading and recommended for decommission.

Motion
Board approval of Policy 503, Character Education, for immediate decommission.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Rae Gallagher, second by Janie Monier.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

1.07 Policy 506, Evening High School
Policy 506, Evening High School, was presented for the Board of Education's second reading and recommended for decommission.

Motion
Board approval of Policy 506, Evening High School, for immediate decommission.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Janie Monier, second by Rae Gallagher.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

1.08 Motion to Move into Closed Session
President Rose stated the following: In accordance with Maryland's Open Meetings Act, General Provisions Article § 3-305(b)(1), (2) and (7), the Board will meet in Closed Session at 3:55 pm to discuss matters related to an appeal and to consult with counsel to obtain legal advice.

1.09 Adjournment
President Rose adjourned the meeting at 3:51 p.m.

2. CLOSED SESSION [3:53 p.m.]

Members present: Dean Rose, Rae Gallagher, Colt Black, Jaime Brennan, Janie Monier, Chad Wilson, Sr., Karen Yoho
Others present: Dr. Cheryl Dyson, Superintendent; Steven Blivess, Esquire, Chief Legal Counsel, Kathryn Rich, Executive Assistant to the Board

2.01 Call to Order
President Rose called the meeting to order at 3:53 p.m.

Topics of Discussion Included:
- Matters related to an appeal
- Advice of Counsel

2.02 Adjournment
President Rose adjourned the meeting at 4:03 p.m.

3. REGULAR MEETING - Preliminary Items [6:00 p.m.]

Members present: Dean Rose, Rae Gallagher, Colt Black, Jaime Brennan, Janie Monier, Chad Wilson, Sr., Karen Yoho
Others present: Dr. Cheryl Dyson, Superintendent; Dr. Eric Louers-Phillips, Associate Superintendent of Public Affairs; Steven Blivess, Esquire, Chief Legal Counsel; Kevin Kendro, Supervisor of Athletics and Extracurricular Activities; Sabrina Nail, Board Liaison & Ombuds; Thora Mintz, Student Member of the Board; Kathryn Rich, Executive Assistant to the Board

3.01 Call to Order
President Rose called the meeting to order at 6:00 p.m.

3.02 Pledge of Allegiance

3.03 Closed Session Announcement
President Rose stated the following: In accordance with Maryland's Open Meetings Act, General Provisions Article § 3-305(b)(1), (2) and (7), the Board will meet in Closed Session at 3:53 pm to discuss matters related to an appeal and to consult with counsel to obtain legal advice.

3.04 Approval of the August 5, 2026 Board of Education Meeting Minutes
Board approval of the August 5, 2026 Board of Education Meeting Minutes.

<u>Motion</u>
Board approval of the August 5, 2026 Board of Education Meeting Minutes.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Rae Gallagher, second by Colt Black.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

3.05 Recognition of the Charles E. Tressler Distinguished Teacher Award Winner
The Board recognized Dr. Kyler Leiter as the 2026 Charles E. Tressler Distinguished Teacher Award winner.

3.06 FCPS Teacher of the Year Award Winner
The Board recognized Alicia Souder as the 2026-2027 Frederick County Public Schools Teacher of the Year Award winner.

3.07 Washington Post Principal of the Year Finalist
The Board recognized Tracy Poquette as a finalist for the 2026 Washington Post Principal of the Year Award.

3.08 Washington Post Teacher of the Year Finalist
The Board recognized Melanie Pereira as a finalist for the 2026 Washington Post Teacher of the Year Award.

3.09 Recognition of the Substitute of the Year Winner
The Board recognized Yasim Givens as the recipient of the 2026 FCPS Substitute Employee of the Year Award.

3.10. Public Comment
Public comment was provided by:
John Caves
Nathan Brown
Karren Sowell
Michael Darling
Theodore Mostoller
Hope Bonanno
Jason Backover
Geoffrey Seidel
Nathan Foltz
Delegate April Miller

3.11. Superintendent Comments
Dr. Dyson provided comments from the Office of the Superintendent.

3.12. Student Member Comments
Thora Mintz, Student Member of the Board, provided comments.

3.13. Board Member Comments
Board members provided comments.

4. Regular Meeting - Action Consent

4.01 Staffing Changes
Motion
Board approval of Action/Consent items.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Colt Black, second by Chad Wilson.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

5. Board Items

5.01 Policy 507, Summer School Eligibility
Policy 507, Summer School Eligibility, was presented as the Board of Education's first reading.

Motion
Board approval to advance Policy 507, Summer School Eligibility, to a second reading with the proposed edits.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Karen Yoho, second by Colt Black.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

5.02 Policy 509, Extracurricular and Co-Curricular Activities
Policy 509, Extracurricular and Co-Curricular Activities, was presented as the Board of Education's first reading.

Motion
Board approval to advance Policy 509, Extracurricular and Co-Curricular Activities, to a second reading with the proposed edits.
Thora Mintz, Student Member of the Board, supported the motion.
Motion by Colt Black, second by Chad Wilson.
Final Resolution: Carries
Yea: Rae Gallagher, Dean Rose, Colt Black, Jaime Brennan, Janie Monier, Karen Yoho, Chad Wilson

6. Setting of the Next Meeting Agenda
Dr. Dyson stated that the September 9, 2026 Board of Education meeting would contain the following:
- Policy 124, Artificial Intelligence
- Strategic Plan Key Performance Indicator Reporting Goals 1 and 3 (KPI 2 & KPI 10)

6.01 Setting the Agenda for the September 9, 2026 Board of Education Meeting

7. Committee Reports and Legislative Updates

7.01 Legislative Updates
A legislative updates report was not provided.

7.02 Policy Committee Report
The Policy Committee met this morning and discussed the following policies:
- Policy 405, Graduation
- Policy 123, Records Management and Document Retention
- Policy 124, Artificial Intelligence
- Policy 106, General Powers and Duties

7.03 Curriculum & Instruction Committee Report
The Curriculum & Instruction Committee will hold their next meeting on September 9, 2026 at 10 a.m. in the Board Room.

7.04 Committee Reports
- Special Education Citizens Advisory Committee (SECAC) met for the first meeting of the year on Monday, August 24, 2026. The Family Resource Center Open House will be held on October 16, 2026 from 1 p.m.-3:30 p.m.
- Other Post-Employment Benefits (OPEB) Committee will meet on Friday, August 28, 2026 at 8:30 a.m. via Google Meet.

8. Informational Items

8.01 Quarterly Agenda for Board Meetings

8.02 Future Agenda Items

9. Adjournment

9.01 Adjournment
President Rose adjourned the meeting at 7:30 p.m.

Submitted by: Kathryn Rich, Executive Assistant to the Board

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.05 National Suicide Prevention Month
Type	Action
Suggested Action	Board approval to proclaim National Suicide Prevention month in FCPS during the month of September, 2026.
Department(s)	Special Education and Student Services
Goal(s)	Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence. Goal 5 - Student & Staff Experience - FCPS will promote a culture fostering wellness and civility for students and staff.

Content

PURPOSE OF PRESENTATION: September is National Suicide Prevention Month. Frederick County Public Schools (FCPS) staff will ask the Board of Education to formally recognize and proclaim National Suicide Prevention Month in FCPS.

BACKGROUND/SUMMARY: While suicide prevention is a year-round priority, National Suicide Prevention Month provides a dedicated opportunity for individuals, organizations, and communities to raise awareness, share resources, and reaffirm our collective commitment to saving lives. This observance underscores the importance of reducing risk factors associated with suicidal thoughts and behaviors, while strengthening protective factors that promote resilience, healing, and hope. By recognizing this month, FCPS emphasizes the importance of prevention efforts and supports the well-being of students, staff, and the broader community.

PROCESS STATEMENT: Board leadership is asked to adopt the aforementioned proclamation.

SUBMITTED BY: Jennifer Bingman, Ed.D., Associate Superintendent, Special Education and Student Services

ATTACHMENT(S):
National Suicide Prevention Proclamation.pdf

Board of Education of Frederick County

Proclamation

National Suicide Prevention Month

WHEREAS, suicidal thoughts, much like mental health conditions, can affect anyone regardless of age, gender or background; suicidal ideology has increased among Frederick County adolescents in recent years;

WHEREAS, the safety and wellbeing of Frederick County Public Schools students, staff and families is a Board of Education priority, and essential to the current and future prosperity of our communities;

WHEREAS, acknowledging suicide and the impact it has on our communities is a first step to understanding how suicide prevention awareness should be prioritized and suicide can be prevented more effectively;

NOW, THEREFORE, the Board of Education of Frederick County does hereby proclaim September as National Suicide Prevention Month.

We encourage all staff, students, families, and community members to recognize the power of connection and support in times of challenge. You can bring hope for brighter days by reaching out. You are not alone. Contact a school counselor, psychologist, social worker, therapist, or administrator for resources that will connect you, or someone you care about, with support that makes a difference.

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.06 Public Comment
Type	Information

Content

The Board views public comment as an opportunity to hear concerns of the public, with the understanding and expectation that it is not considered a question-and-answer platform with Board members. Consequently, the Board will not provide a response to public comment presented in its meeting or by submission of a written comment, although it may follow-up with the individual as may be appropriate.

Pre-Registered Public Comment: The Board will provide a maximum of 60 minutes for pre-registered public comment with each speaker allotted up to three (3) minutes to speak.

The Board will receive public comment during this period on issues relating to the operations of the system; Board policies and governance; and current and past agenda items before the Board. The Board shall not receive public comment relating to individual personnel issues, complaints identifying individual students, or matters that are on appeal; that serves as advertising or solicitations for products or services; that is a political campaign speech; or that is pre-recorded audio or video by someone other than the speaker.

Prior to each Board action, the Board President shall announce the opportunity for the Board to receive public comment on the action item on the agenda. Each speaker will be allowed up to two (2) minutes for their public comment regarding the subject of the action under consideration by the Board.

Pre-Registration: The registration period for individuals wishing to participate in the designated public comment period will open with the publication of the agenda for the Board meeting (typically five [5] days in advance of the meeting) and will close at noon one (1) day before the scheduled Board meeting. A person wishing to speak may pre-register by;

- completing the form linked here.
- calling (240) 586-8950 and leaving a voicemail.

Registration to participate in the designated public comment period will require the individual to be a Community member, an FCPS parent, student, or staff member, or an elected local, State or Federal Frederick County representative, and to provide the following at the time of registration:

- Full first and last name as it appears on a form of government-issued identification;
- Proof of Business, Land Ownership, or Residency in PDF format if the government-issued identification does not have a Frederick County address;

- Telephone number, email address, and ZIP code;
- Whether the speaker is a student;
- The topic(s) to be discussed; and
- Whether an interpreter or accommodation is requested with information regarding the specific need.

Failure to provide any of the above required registration information or the falsification of any required registration information will automatically disqualify that individual from providing public comment at the Board meeting.

Written Comments: Individuals are provided the opportunity to and encouraged to submit written comments electronically and email them to BoardPublicComment@fcps.org. Written comments must be submitted as a PDF attachment (strongly preferred) or a Microsoft Word document with the .doc or .docx extension and will be uploaded to Granicus as part of the official meeting record within one (1) week. Comments in the body of an e-mail will not be accepted.

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.07 Superintendent Comments
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.08 Student Member Comments
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	3. REGULAR MEETING - Preliminary Items [6:00 p.m.]
Subject	3.09 Board Member Comments
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	4. Regular Meeting - Action Consent
Subject	4.01 Staffing Changes
Type	Action Consent
Suggested Action	Board approval of action/consent items.
Department(s)	Human Resources Department
Goal(s)	Goal 2 - Operational Excellence - FCPS will hire, support, and retain staff who champion individual, professional, and student excellence.

Content
Please see attached report.

ATTACHMENT(S):
Public Content_2026.09.09.pdf

BOARD OF EDUCATION OF FREDERICK COUNTY

BOARD AGENDA ITEM

Staffing Changes	
Retirement	1
Resignation - Violation	2
Leave	2
New Teacher Appointment	5
E. Nancarvis	
A. Routzahn	
C. Beall	
S. Jamison	
G. Burge	

Comparison of Resignations			
October, 2024	2	October, 2025	7
November, 2024	4	November, 2025	4
December, 2024	2	December, 2025	3
January, 2025	3	January, 2026	6
February, 2025	17	February, 2026	20
March, 2025	41	March, 2026	12
April, 2025	20	April, 2026	26
May, 2025	22	May, 2026	15
June, 2025	21	June, 2026	14
July, 2025	0	July, 2026	0
August, 2025	30	August, 2026	35
September, 2025	5	September, 2026	2
Cumulative to Date	167	Cumulative to Date	144

Comparison of New Hires			
October, 2024	8	October, 2025	2
November, 2024	5	November, 2025	7
December, 2024	3	December, 2025	9
January, 2025	11	January, 2026	26
February, 2025	8	February, 2026	8
March, 2025	1	March, 2026	1
April, 2025	12	April, 2026	1
May, 2025	22	May, 2026	13
June, 2025	76	June, 2026	24
July, 2025	0	July, 2026	0
August, 2025	139	August, 2026	125
September, 2025	11	September, 2026	4
Cumulative to Date	296	Cumulative to Date	220

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	5. Board Items
Subject	5.01 Policy 124, Artificial Intelligence
Type	Information, Discussion, Action
Suggested Action	Board approval of Policy Policy 124, Artificial Intelligence.
Department(s)	Legal Services
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community. Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.

Content
PURPOSE OF PRESENTATION:
1st Reading

PROCESS STATEMENT:
Policy 124, Artificial Intelligence, is presented today for the Board of Education's first reading (Analysis_backup1 and Clean_backup2.

PRESENTER(S) & TITLE(S):
Steven N. Blivess, Esq., Chief Legal Counsel

SUBMITTED BY:
Steven N. Blivess, Esq., Chief Legal Counsel

ATTACHMENT(S):
2026.09.09 Policy 124 Artificial Intelligence (Analysis)(1st Reading)_backup1.pdf
2026.09.09 Policy 124 Artificial Intelligence (Draft - Clean)(1st Reading)_backup2.pdf

Frederick County Public Schools
Board of Education
POLICY ANALYSIS FORM

Policy Title: Artifical Intelligence
Policy No. 124

Policy Committee Recommendation (Select 1):
☒ Adoption of a New Policy (Skip Section I, Complete Section II)
☐ Technical Amendment to an Existing Policy (Complete Section I, Skip Section II)
☐ Substantive (Non-Technical) Amendment to an Existing Policy (Skip Section I, Complete Section II)
☐ Decommission of an Existing Policy (Complete Section I, Skip Section II)
☐ No change to the Policy (No further action is required)

Section I – Technical Amendments, Decommission

1. Select the nature of the amendment:
   ☐ Technical amendment to comply with federal, state, or local law
   ☐ Technical amendment to bring the policy into alignment with a more recently enacted Board policy
   ☐ Technical amendment to apply the new template to an existing policy without substantive changes
   ☐ Technical amendment to update directory information (FCPS office names, phone numbers, etc.)
   ☐ Decommission

2. Describe the amendment being proposed:

   Click or tap here to enter text.

3. Will the technical amendment to the policy or decommissioning of the policy affect FCPS charter schools? ☐ Yes ☐ No
   If "Yes", describe how.

   Click or tap here to enter text.

Section II – New Policy, Substantive (Non-Technical) Amendments

1. What issue or question is being addressed?

   The proposed policy addresses the need for a consistent, systemwide framework for AI literacy and the responsible, ethical, and effective use of artificial intelligence in FCPS in alignment with MSDE guidance and applicable legal and educational requirements.

2. Is there a fiscal impact? ☐ Yes ☒ No
   If "Yes", describe or attach a cost analysis and/or fiscal impact statement.

   N/A

3. Does this policy relate to other Board policies or to FCPS regulations? ☒ Yes ☐ No

If "Yes", identify the related policies and/or regulations.

Policy 208, Data Security
Policy 210, Technology Acquisition (formerly 434)
Policy 404, Student Rights and Responsibilities
Policy 444, Educational Equity and Excellence
Policy 500, Approval of Curriculum and Instructional Resources
Regulation 208-02, Data Privacy, Students (formerly 400-96)
Regulation 434-01, Technology Use, Students
Regulation 500-08, Selection and Approval of Digital Tools for the Instructional Program

4. Are there any legal requirements (federal, state, or local law or regulation or judicial decision) that mandates the policy or standards within the policy? ☐ Yes ☐ No
If "Yes", provide the citation to the legal requirement and a brief description of the requirement.

Children's Online Privacy Protection Act (COPPA), 15 USC § 6501, et seq.
Family Educational Rights and Privacy Act (FERPA)
Protection of Pupil Rights Amendment (PPRA)
Maryland Law Cybersecurity Act of 2022
Md. Code Ann., Educ. § 7-2201
Md. Code Ann., Educ. § 7-2202
Md. Code Ann., Educ. § 7-2203
Md. Code Ann., Educ. § 7-2204
Md. Code Ann., State Fin. & Proc. § 3.5-801

5. Check the box next to each Maryland LEA whose policies were reviewed in preparing this policy. If you did not review other LEA policies, check the "None" box.

☐ Allegany	☐ Anne Arundel	☐ Baltimore City	☐ Baltimore County
☐ Calvert	☐ Caroline	☐ Carroll	☐ Cecil
☐ Charles	☐ Dorchester	☐ Garrett	☐ Harford
☐ Howard	☐ Kent	☐ Montgomery	☒ Prince George's
☐ Queen Anne's	☐ Somerset	☐ St. Mary's	☐ Talbot
☐ Washington	☐ Wicomico	☐ Worcester	☐ None

6. Is a draft attached? ☒ Yes ☐ No
If "No," explain why not.

N/A

7. What alternatives to the new policy or policy change were considered by staff?

None.

8. Will the policy or policy change affect FCPS charter schools? ☒ Yes ☐ No
If "Yes", describe how.

The policy will affect all FCPS schools equally, including the charter school.

9. Will the Superintendent be required to report on the implementation of the policy? ☐ Yes ☒ No
   If "Yes", describe how.

   N/A

10. What is the timeline for the adoption of the policy?

    Immediately upon adoption by the Board.

Section III – Recommendation Approval

Recommendation by: Steven N. Blivess **08/26/26**
Superintendent's Designee

Approved by the Policy Committee on: 8/26/2026

A. Policy Purpose

To establish a framework and expectations for the safe, responsible, and educational use of artificial intelligence (AI) within Frederick County Public Schools (FCPS).

B. Definitions

1. "Academic Integrity" is defined to mean a commitment to honesty, transparency, and responsibility in all academic work, which includes submitting original work and accurately crediting the sources of any external content used.

2. "Artificial Intelligence" (AI) is defined to mean computational systems that perform tasks associated with human intelligence, including pattern recognition, content generation, prediction, and adaptive output.

3. "Artificial Intelligence Literacy" or "AI Literacy" is defined to mean the knowledge and skills needed to understand, evaluate, and use AI responsibly, including awareness of limitations, bias, and appropriate use.

4. "Bias" is defined to mean systematic, unwanted unfairness or misinformation in how a computer detects patterns, automates decisions, or provides content.

5. "Data Security" is defined to mean administrative, physical, and technical safeguards designed to protect information confidentiality, integrity, and availability throughout its lifecycle, from creation or collection through destruction.

C. Policy Statement

1. The Board of Education of Frederick County (Board) recognizes that AI is becoming increasingly embedded in today's world and is committed to preparing students for future success in a rapidly changing economy and technological landscape.

2. The Board recognizes that AI can personalize learning, support educators, strengthen operations, and help students develop essential skills needed for college and career success. Used without adequate safeguards, it can introduce risks related to privacy, bias, equity, academic integrity, and over-reliance on automated systems.

3. The Board expects that AI be used only in ways that enhance, and never replace, the professional judgment of educators. Human relationships, professional expertise, and student health and wellbeing remain central to the work of FCPS.

4. Any AI use in FCPS must serve clear educational or operational purposes, protect the rights and safety of students and staff, maintain rigorous data security and privacy standards, advance academic integrity, and comply with all applicable federal and Maryland law.

D. Implementation

1. The Superintendent is directed to:
   a. Adopt regulations to implement this Policy and related guidelines for FCPS staff and students.
   b. Ensure that such regulations and guidelines address, but are not limited to:
      i. Student-centered use;
      ii. Human oversight;
      iii. Equity and access;
      iv. Data security;
      v. Academic integrity and assessment;
      vi. Professional learning for staff;
      vii. AI literacy for students;
      viii. Appropriate operational use; and
      ix. Procurement guidelines.

2. The Superintendent is further directed to form an advisory group of teachers, administrators, students, and community members to advise and monitor implementation and recommend adjustments as needed.

E. Related Information

1. **Board Policy**
   a. Policy 208, *Data Security*
   (https://apps.fcps.org/legal/documents/208)
   b. Policy 210, *Technology Acquisition* (formerly 434)
   (https://apps.fcps.org/legal/documents/210)
   c. Policy 404, *Student Rights and Responsibilities*
   (https://apps.fcps.org/legal/documents/404)
   d. Policy 444, *Educational Equity and Excellence*
   (https://apps.fcps.org/legal/documents/444)
   e. Policy 500, *Approval of Curriculum and Instructional Resources*
   (https://apps.fcps.org/legal/documents/500)

2. **External Resources**
   a. Maryland State Department of Education (MSDE) (June 2026), *Artificial Intelligence in K-12 Public Schools: Maryland's Framework for Responsible AI in Education*
   (https://fcps-md.info/MSDE_AI_Guide)
   b. MSDE Artificial Intelligence Webpage
   (https://fcps-md.info/MSDE_AI)

3. **FCPS Regulations**

a. Regulation 208-02, *Data Privacy, Students* (formerly 400-96)
(https://apps.fcps.org/legal/documents/208-02)
b. Regulation 434-01, *Technology Use, Students*
(https://apps.fcps.org/legal/documents/434-01)
c. Regulation 500-08, *Selection and Approval of Digital Tools for the Instructional Program*
(https://apps.fcps.org/legal/documents/500-08)

4. **FCPS Resources**
   a. FCPS / Academics / Digital Learning Experience
   (https://www.fcps.org/academics/digital_learning_experience)
   b. FCPS / Academics / Digital Learning Experience / Artificial Intelligence (AI)
   (https://www.fcps.org/academics/digital_learning_experience/artificial_intelligence_ai)
   c. FCPS / Academics / Digital Learning Experience / Digital Citizenship
   (https://www.fcps.org/academics/digital_learning_experience/digital_citizenship)

5. **Federal Law**
   a. Children's Online Privacy Protection Act (COPPA), 15 USC § 6501, *et seq.*
   (https://fcps-md.info/COPPA_15_USC_6501)
   b. Family Educational Rights and Privacy Act (FERPA)
   (https://fcps-md.info/FERPA_20_USC_1232g)
   c. Protection of Pupil Rights Amendment (PPRA)
   (https://fcps-md.info/PPRA_20_USC_1232h)

6. **Maryland Law**
   a. Maryland Law Cybersecurity Act of 2022

7. **Maryland Statutes**
   a. Md. Code Ann., Educ. § 7-2201 [link will become active after statute is made available on Maryland General Assembly's website]
   (https://fcps-md.info/MD_7-2201)
   b. Md. Code Ann., Educ. § 7-2202 [link will become active after statute is made available on Maryland General Assembly's website]
   (https://fcps-md.info/MD_7-2202)
   c. Md. Code Ann., Educ. § 7-2203 [link will become active after statute is made available on Maryland General Assembly's website]
   (https://fcps-md.info/MD_7-2203)
   d. Md. Code Ann., Educ. § 7-2204 [link will become active after statute is made available on Maryland General Assembly's website]
   (https://fcps-md.info/MD_Educ_Code_7-2204)
   e. Md. Code Ann., State Fin. & Proc. § 3.5-801
   (https://fcps-md.info/MD_State_Fin_Code_3-5-801)

F. Policy History (Maintained by Legal Services)

Responsible Office	Department of Curriculum and Instruction; Department of Information and Technology

Adoption Dates	XX/XX/XX
Review Dates	
Revision Dates	

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	5. Board Items
Subject	5.02 Strategic Plan Key Performance Indicator Reporting Goals 1 & 3 (KPI 2 & KPI 10)
Type	Strategic Plan Item
Department(s)	System Accountability & School Administration, Special Education and Student Services
Goal(s)	Goal 1 - Organizational Culture of Achievement - FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community. Goal 3 - Safety & Wellbeing - FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.

Content

PURPOSE OF PRESENTATION:

To review data for Key Performance Indicators (KPI) 2 and 10, aligned to Frederick County Public Schools (FCPS) Goals 1 and 3.

BACKGROUND/SUMMARY:

In the 2022-23 and 2023-24 school year, under Dr. Dyson's leadership, system aspirational goals were clarified in FCPS and Key Performance Indicators (KPIs) were refined to align to system goals, state performance measures, and Blueprint reporting requirements. Prior to the 2026-27 reporting year, all KPIs were reviewed against the current state guidance and accountability reporting and additional and minor refinements were made. KPIs are reported based on availability of official data from the prior year and most often in the first half of the year. Each school's improvement plan is aligned to key metrics in the system plan, with key driver's focused on strengthening multi-tiered systems of support in schools.

PROCESS STATEMENT:

Through cross-departmental collaboration, the System Accountability and School Administration (SASA) Department collects data on strategic plan measures. Progress reporting on the Key Performance Indicators (KPIs) will be presented across multiple Board of Education meetings this school year. In the 2026-27 reporting year, goal language will be clarified and considered, supplemental data will be provided, key points of strategic alignment will be discussed, and the Board will hear from school staff related to their school improvement efforts.

KPI 2 relates to student performance on the Dynamic Indicators of Basic Early Literacy Skills (DIBELS) in grade 2. KPI 10 relates to identification for special education services.

PRESENTER(S) & TITLE(S):
Ms. Julie Ivins, Principal, Waverly Elementary School
Mr. Troy Keller, Director of Special Education
Ms. Megan Stein, Supervisor of Integrated Early Literacy
Dr. Frank Vetter, Director of Assessment, Data Reporting and Strategic Improvement

SUBMITTED BY:
Dr. Jamie Aliveto, Chief, Schools and Accountability

ATTACHMENT(S):
09.09.2026 Strategic Plan KPI Reporting-Goals 1 and 3_backup1.pdf
09.09.2026_Strategic_Plan_KPI_Reporting-Goals_1_and_3_backup2.pdf

Special Education and Student Services
System Accountability and School Administration

Special Education Update & Goals 1 & 3 Key Performance Indicators (KPIs)

September 9, 2026

PRESENTED BY:
Ms. Julie Ivins, Principal, Waverley Elementary School
Mr. Troy Keller, Director, Special Education Elementary
Ms. Megan Stein, Supervisor of Elementary Integrated Literacy
Dr. Frank Vetter, Director of Assessment, Data Reporting, & Strategic Improvement

FCPS
Frederick County Public Schools
INSPIRE • MOTIVATE • INNOVATE

Presentation Outcomes

Provide progress update on:

- Goal 3, KPI #10
- Goal 1, KPI #2

FCPS

2

Goal 3 Key Performance Indicator 10

3

KPI 10

Decrease the percentage of students with disabilities in each student group to mirror the student population if the identified group is disproportionate. (Baseline 2021-2022)

4

Goal Progress: Students with Disabilities

- Asian student group under the enrollment percentage
- Hispanic/Latino, Two or More Races, and White student groups not disproportionate
- Slight percentage adjustments in Black/African-American, Free and Reduced Meals, and Multilingual Learner student groups

5

Questions or Concerns: Contact Us

CONTACT

Special Education Family and Community Involvement Liaisons Partners for Success Family Support Coordinators

Partners For Success
Email: Partners.ForSuccess@fcps.org

Phone: 227-203-3920
227-203-3957

Email: SpecialEducation@fcps.org
Phone Number: 240-586-8650

Special Education Leadership Team
- Dr. Jennifer Bingman
- Ms. Katie Buckley
- Mr. Troy Keller

6

Goal 1 Key Performance Indicator 2

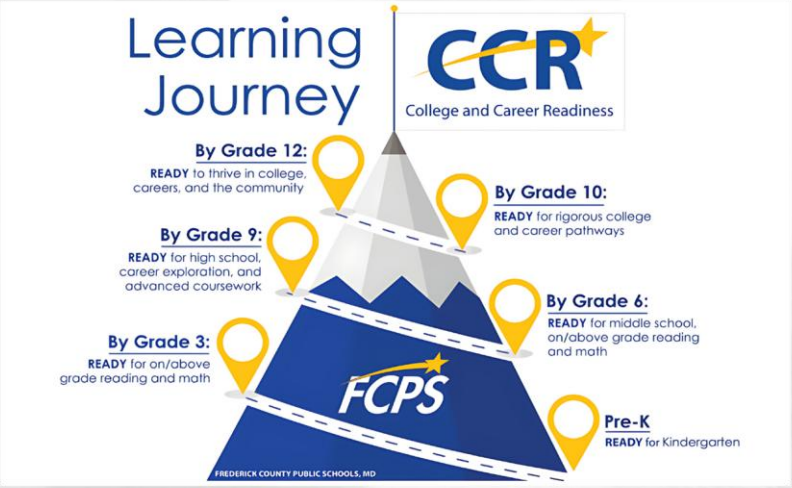
7

KPI 2

Increase the percentage of Grade 2 students, in each student group, meeting benchmark by three percentage points on Dynamic Indicators of Basic Early Literacy Skills (DIBELS) end-of-year assessment. (Baseline 2022-2023)

8

Learning Journey in FCPS



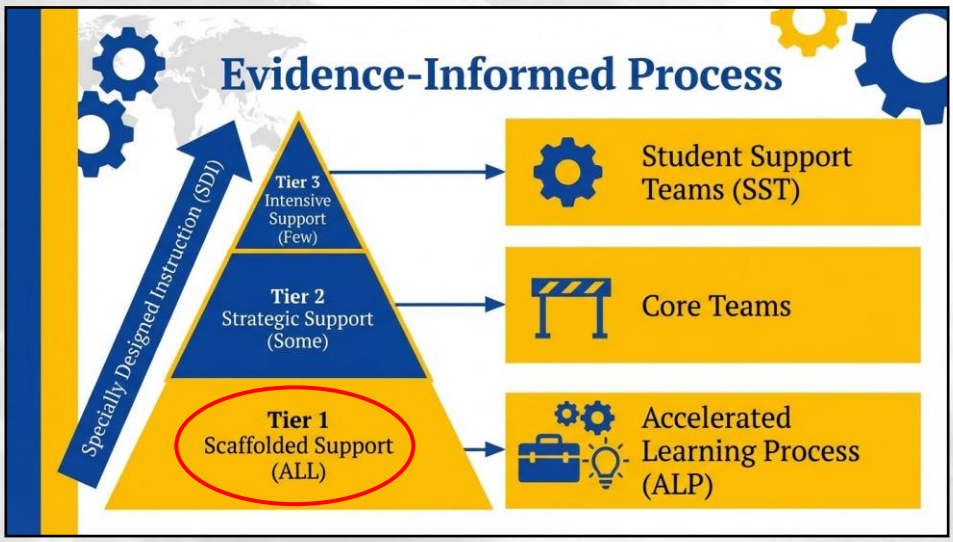
9

Goal Progress: DIBELS

- Percentage of students at/above benchmark above 70% for 4 consecutive years
- FCPS 10 percentage points higher than nation
- Six-point improvement from baseline for students receiving free & reduced meal services
- Performance gaps remain for Hispanic/Latino, Free & Reduced Meals, Multilingual Learner students, and Students With Disabilities

10

Multi-tiered Systems of Support (MTSS)



11

Central Strategic Work

- Facilitate system wide professional learning to advance literacy instruction
- Strengthen Tier 1 instruction through strategic coaching & school support
- Increase curriculum coherence & alignment.
- Expand High-Quality Instructional Materials & supplemental resources
- Create coherent intervention pathways to accelerate learning

12

School Spotlight: Waverley ES

- 10 percentage point gain in percentage of students at/above benchmark from SY2025 to SY2026
- 6 percentage point gain for Students With Disabilities
- Targeted design of coherent early intervention pathways leveraging systemic success block
  - Kindergarten - Neuhaus - Oral Language
  - First Grade - Heggerty - Phonemic Awareness

13

Questions and Discussion

14

Goals 1 and 3 Key Performance Indicators

Board of Education Presentation Date: September 9, 2026

Presenters: Ms. Julie Ivins, Principal, Waverley Elementary School
Mr. Troy Keller, Director of Special Education
Ms. Megan Stein, Supervisor of Elementary Integrated Literacy
Dr. Frank Vetter, Director of Assessment, Data Reporting and Strategic Improvement

Supporting Data for KPI Presentation

Goal 1: Organizational Culture of Achievement

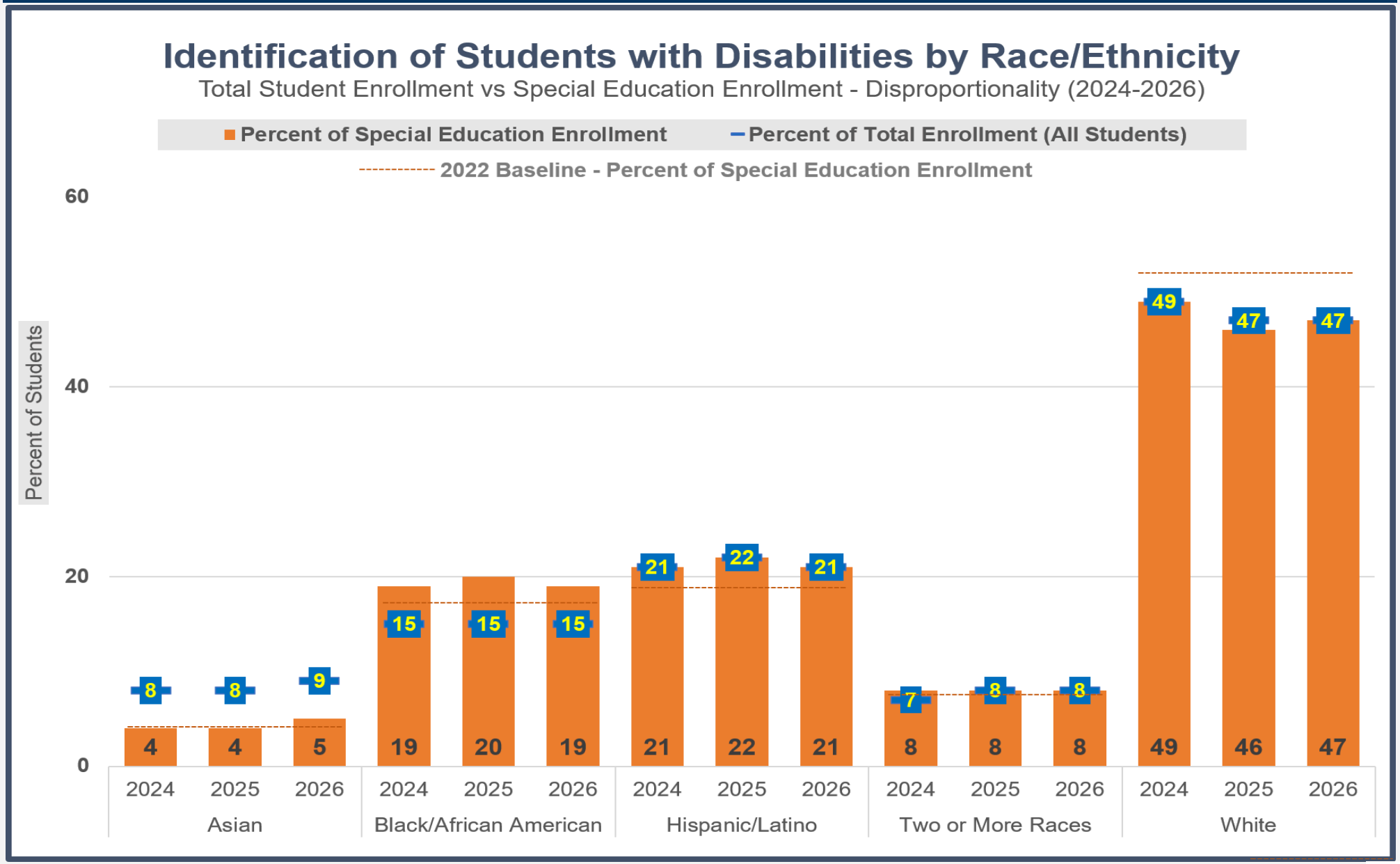
KPI #2: Increase the percentage of Grade 2 students, in each student group, meeting/exceeding the benchmark by three percentage points on Dynamic Indicators of Basic Literacy Skills (DIBELS) end-of-year assessment. (Baseline 2022-2023)

Student Group	DIBELS EOY Percent of Grade 2 Students Meeting Benchmark			
	2023 (Baseline)	2024	2025	2026
All Students*	71	72	74	73
Asian	84	92	87	90
Black/African American	67	73	73	72
Hispanic/Latino	57	57	60	58
Two or More Races	72	76	77	74
White	76	74	77	76
Free/Reduced Meals	55	58	60	61
Multilingual Learner	45	43	45	43
Students with Disabilities	37	34	33	33

* Student groups with less than 10 are not shown.

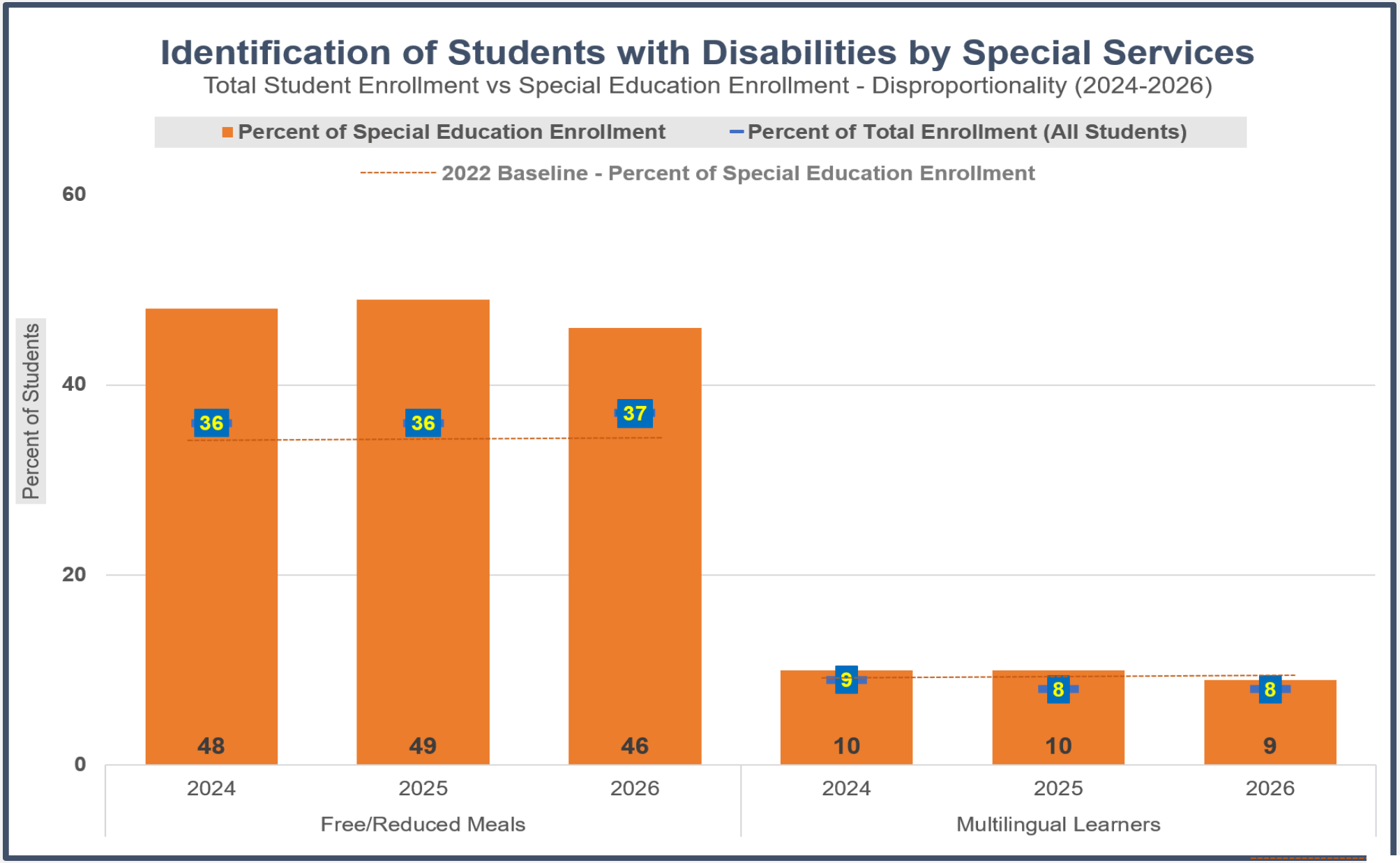
Goal 3: Safety & Wellbeing

KPI #10: Decrease the percentage of students with disabilities in each student group to mirror the student population if the identified group is disproportionate.



Goal 3: Safety & Wellbeing

KPI #10: Decrease the percentage of students with disabilities in each student group to mirror the student population if the identified group is disproportionate.



Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	6. Setting of the Next Meeting Agenda
Subject	6.01 Setting Agenda for the September 23, 2026 Board of Education Meeting
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	7. Committee Reports and Legislative Updates
Subject	7.01 Legislative Updates
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	7. Committee Reports and Legislative Updates
Subject	7.02 Policy Committee Report
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	7. Committee Reports and Legislative Updates
Subject	7.03 Curriculum & Instruction Committee Report
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	7. Committee Reports and Legislative Updates
Subject	7.04 Committee Reports
Type	Information

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	8. Information Items
Subject	8.01 Quarterly Agenda for Board Meetings
Type	Information

ATTACHMENT(S):
09.09.26 3rd Q 26 Agenda Public.pdf

Quarterly Agenda for Board Meetings July – September 2026
This document is dynamic - changes will be made to it as needed to accommodate time sensitive business items

July 8 (3:00 p.m. Virtual)
Business Items:
- Bid Item (Action)
- Judy Center Expansion Grant (KH) (Information/Discussion/Action)
- Risk Management Grant (PL) (Information/Discussion/Action)

August 5
Board of Education Curriculum & Instruction Committee Meeting (10:00 a.m.)

August 5
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Old Yellow Springs Property Annexation (PL) (Information/Discussion/Action)
- Judy Center Continuation Grants (KH) (Information/Discussion/Action)
- System of Professional Learning Grant (KH) (Information/Discussion/Action)
- Charter School Application Recommendations (JA) (Information/Discussion/Action)

Policy Items:
System Recognitions:
Consent Items:
- Staffing Changes (SS) (Action/Consent)
- Textbook Approval (KH) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Policy 503, Character Education - Decommission (1st Reading) (Information/Discussion/Action) – ***Evening***
- Policy 506, Evening High School - Decommission (1st Reading) (Information/Discussion/Action) – ***Evening***
- Special Education Update (JB) (Information/Discussion) – ***Evening***

August 26
Board of Education Policy Committee Meeting (9:30 a.m.)

August 26
Closed:
Administrative Function:
Business Items:
- Information Items (Information)

- Renewal Items (Action)
- 2028-2029 Academic Calendar (EP) (Information/Discussion)

Policy Items:

- Policy 503, Character Education - Decommission (1st Reading) (Information/Discussion/Action) – ***Work Session***
- Policy 506, Evening High School - Decommission (1st Reading) (Information/Discussion/Action) – ***Work Session***

System Recognitions:

- Recognition of the Charles E. Tressler Distinguished Teacher Award Winner (Information) (EP)
- FCPS Teacher of the Year Award Winner (Information) (EP)
- Washington Post Principal of the Year Finalist (Information) (EP)
- Washington Post Teacher of the Year Finalist (Information) (EP)
- Recognition of the Substitute of the Year Winner (Information) (EP)

Consent Items:

- Staffing Changes (SS) (Action/Consent)

Informational Items:

- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:

- Policy 507, Summer School Eligibility (1st Reading) (Information/Discussion/Action) – ***Evening***
- Policy 509, Extracurricular and Co-Curricular Activities (Information/Discussion/Action) – ***Evening***

September 9
Board of Education Curriculum & Instruction Committee Meeting (10:00 a.m.)

September 9
Closed:
Administrative Function:
Business Items:

- Bid Calendar Items (Information)
- Information Items (Information)
- Renewal Items (Action)
- Fun Academics in the Summer Time (FAST) Elementary Grant (JA) (Information/Discussion/Action)
- FY2027 Comprehensive Maintenance Plan for Educational Facilities (PL) (Information/Discussion/Action)
- Setting of Quarterly Agenda, October – December (DR) (Information)

Policy Items:

- Policy 507, Summer School Eligibility (2nd Reading) (Information/Discussion/Action) – ***Work Session***
- Policy 509, Extracurricular and Co-Curricular Activities (Information/Discussion/Action) – ***Work Session***

System Recognitions:

- National Suicide Prevention Month (JB) (Action)

Consent Items:

- Staffing Changes (SS) (Action/Consent)

Informational Items:

- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:

- Policy 124, Artificial Intelligence (1st Reading) (Information/Discussion/Action) – ***Evening***
- Strategic Plan Key Performance Indicator Reporting Goals 1 & 3 (KPI 2 & KPI 10) (JB) (Information/Discussion) – ***Evening***

September 23
Closed:
Administrative Function:
Business Items:
- Bid Calendar Items (Information)
- Information Items (Information)
- Bid Items (Action)
- Renewal Items (Action)
- Dolly Parton Imagination Library Grant (KH) (Information/Discussion/Action)
- Grow Your Own Grant (SS) (Information/Discussion/Action)
- City of Frederick Grant (HC) (Information/Discussion/Action)
- Valley Elementary Property Surplus (PL) (Information/Discussion/Action)

Policy Items:
- Policy 124, Artificial Intelligence (2nd Reading) (Information/Discussion/Action) – ***Work Session***

System Recognitions:
Consent Items:
- Staffing Changes (SS) (Action/Consent)
- Setting of Quarterly Agenda, October – December (DR) (Action/Consent)

Informational Items:
- Quarterly Agenda for Board Meetings (Information)
- Future Agenda Items (Information)

Evening:
- Policy 405, Graduation (1st Reading) (Information/Discussion/Action) – ***Evening***
- Data Center Impact & Proximity to Schools (DR) (Information/Discussion/Action) – ***Evening***

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	8. Information Items
Subject	8.02 Future Agenda Items
Type	Information

Content

Items that appear in this agenda item are for informational purposes only. The Agenda Item Request form is completed by a Board member when they would like for an item to appear on a future agenda. Once the requesting Board member obtains two (2) other Board member signatures, the item is placed on a future agenda. The Agenda Item Requests will be placed in the Informational Items section of the agenda to allow the public to see items that are being requested by Board members.

ATTACHMENT(S):

Agenda Item - Adding Eid al Fitr to March 2027 Calendar_flat.pdf

Request to Add an Agenda Item

Board of Education

Board of Education
Frederick County, Maryland
191 South East Street
Frederick, Maryland 21701

Clear Form

Form # BOE-F01
September 2023

Topic: Addition of Eid al Fitr to the March 2027 calendar

Policy:

Strategic Plan:

☐ **Goal 1**: FCPS will equip each and every student to be an empowered learner and an engaged citizen to achieve a positive impact in the local and global community.

☐ **Goal 2**: FCPS will hire, support, and retain staff who champion individual, professional, and student excellence.

☒ **Goal 3**: FCPS will pursue and utilize all resources strategically and responsibly to achieve identified outcomes and inspire public confidence.

☒ **Goal 4**: FCPS will nurture relationships with families and the entire community, sharing responsibility for student success and demonstrating pride in all aspects of our school system.

☐ **Goal 5**: FCPS will promote a culture fostering wellness and civility for students and staff.

1. **Was your campaign endorsed by, or did your campaign receive a contribution from the group presenting**?
   Requestor ☐Yes ☒No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

2. **Are there any areas with this presenter that might appear as a conflict of interest?**
   Requestor ☐Yes ☒No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

3. **Board membership or affiliations with group presenting?**
   Requestor ☐Yes ☒No Supporter #1 ☐Yes ☐No Supporter #2 ☐Yes ☐No

Provide an explanation for questions answered with a "yes"?

Representatives of the Muslim communities have approached with the request to add Eid al Fitr to the calendar (much like Option #4 when the calendar options were presented to us last year). I would like to present the idea, and, if the majority of the Board members agree to the calendar change, work out the details together.

Recommended Action (Information, Discussion, Action):

Information, Discussion, Action

Submitted by: Karen Yoho **Date Submitted:** 08/25/2026

Supported by: [Names of two BOE Members who concur]

1. Janie Monier
2. Chad Wilson

Board of Education of Frederick County

Agenda Item Details

Meeting	September 9, 2026 - Board of Education Meeting
Category	9. Adjournment
Subject	9.01 Adjournment
Type	Procedure