



ANNE ARUNDEL COUNTY PUBLIC SCHOOLS

To: All Policy Manual Holders

Date: August 29, 2023

From: Grace Wilson
Legislative & Policy Specialist

Instructions: Revision #95

Subject: Updates to Board Policy Manual

This memo is the 95th revision to the Board Policy Manual

The enclosed *Revised Policies/Regulations* table lists actions taken by the Board of Education of Anne Arundel County (Board) on policies AC, AE, BAF, BBF, DAA, GAJ, GAZ, IKA, JB, JCL, JG, and KA. In addition, updated regulations ECA-RA, EG-RA, GAJ-RA, II-RA, IIB-RA, IID-RA, IKA-RA, JB-RA, JCG-RA, JCL-RA, JQ-RA, and KA-RA have been included.

- **AC – Nondiscrimination:** The policy was amended to update the list of protected classes. The policy was also amended to include language in accordance with State law prohibiting the school system from refusing to enroll a prospective student, expelling a current student, or withholding privileges from an individual because of a member’s protected class, or disciplining, invoking a penalty, or taking any other retaliatory action against a student or parent/guardian of a student who files a complaint alleging discrimination.
- **AE – Wellness:** This policy was revised to include information from the Maryland State Department of Education’s (MSDE) wellness scorecard and the Centers for Disease Control and Prevention’s Whole School, Whole Community, Whole Child model.
- **BAF – Ethics and Conflict of Interest:** This policy was amended to: (1) provide clarification regarding how to submit a complaint alleging a violation of the policy; (2) to allow for the disclosure of the claimants identity to the respondent or respondent’s legal representative; (3) to prohibit an official from retaliating against an individual for reporting or participating in an investigation of a violation of this policy; (4) to require officials to disclose specified information for any financial or contractual relationship with the University of Maryland Medical System, a governmental entity of State or local government, or a quasi-governmental entity of State or local government; (5) to prohibit public access to financial disclosure information received from the University of Maryland Medical System, a State or local government entity, and quasi-governmental entity of the State or local government; (6) to require that individuals required to disclose the name of a business disclose any other names that the business is trading or doing business as; and (7) to revise what interests in a business entity must be disclosed under this policy.
- **BBF – Board Internal Audit Office:** This policy was updated at the request of the Board’s Audit Committee and the Board’s Internal Audit Office. The policy establishes operating procedures for the Board’s Internal Audit Office to assist the Board and AACPS in the effective discharge of their responsibilities, including sound fiscal management, maintaining a system of internal controls, and ensuring the highest standard of ethical conduct.
- **DAA – Financial Management Priority Objectives:** This policy was rescinded as it was duplicative of Policy DA – Financial Management Goals.

- **ECA-RA – Student Health Insurance and Accident Insurance Requirement for Interscholastic Sports:** This regulation was updated for style and formatting.
- **EG-RA – Naming Facilities:** This regulation was updated to align with revisions made to the accompanying policy during the 2021-2022 school year. The regulation establishes procedures of the naming and renaming of AACPS schools, non-school facilities, and portions or significant elements of such schools and facilities. The regulation was also updated for style and formatting.
- **GAJ/GAJ-RA – Whistleblower Protections:** This policy and regulation were created as a result of new State law requiring local education agencies to have a written whistleblower process. The regulation outlines the complaint process, prohibited conduct, and the appeals process.
- **GAZ – Reemployment After Military Service:** This policy was updated for style and formatting.
- **II-RA – Grading:** This policy was revised to: (1) add definitions for “assessment”, “assignment”, and “homework”; (2) alter the late work and opportunity for master provisions for middle and high school students; (3) alter the number of assignments required for seniors in the fourth quarter; and (4) add procedures for changing a report card grade, code, or comment.
- **IIB-RA – Promotion and Retention:** This regulation was revised to remove outdated references to promotion and retention procedures utilized during the 2020-2021 school year.
- **IID-RA – Graduation Activities:** This regulation has been updated to provide clarification regarding graduation ceremony attire in AACPS, including: (1) to clarify that only stoles, honor cords, and medals approved in affiliation with an approved AACPS academic course may be worn; (2) to permit students enlisting in a branch of the United States Armed Services to wear stoles given to them by recruiters at graduation ceremonies; (3) to forbid the decoration of graduation caps and gowns with items other than approved stoles, honor cords, and medal; (4) to clarify that students may only participate in the graduation ceremony at their school of current enrollment; and (5) for style and formatting.
- **IKA/IKA-RA – Opening and Patriotic Exercises:** This policy and regulation were amended to require the display of the American flag at every school building and in each classroom while schools are in session. The policy was revised to add a legal reference and for style and formatting. The regulation was revised to require that the display, care, and custody of the American Flag at AACPS schools in accordance with the United State Flag Code.
- **JB/JB-RA – Compulsory Attendance:** Technical revisions were made to the policy. The regulation was updated to align with new State law regarding compulsory attendance for pregnant and parenting students and excused absences for students with behavioral health needs.
- **JCG-RA – Care of Property by Students:** This regulation has been revised to require that a student or student’s parent(s)/guardian(s) be required to make restitution if a student is found to have violated a State or local law or regulation and as a result of the violation damaged, destroyed, or substantially decreased the value of school property or the property of another. Restitution may be made in the form of monetary restitution, by the student’s assignment to a school project, or both. The regulation has also been revised for style and formatting.

- **JCL/JCL-RA – Student Organizations:** This policy and regulation were amended to eliminate the terms “club” and “group” in favor of the term “organization” in accordance with State regulation. Additional revisions for style and formatting were made.
- **JG – Students – Course-Related Fees:** The policy was updated to provide guidance on allowable student course-related fees, to ensure that students have access to materials of instruction regardless of their ability to purchase such material, and to reflect the requirement of the Blueprint for Maryland’s Future that all students meeting college and career readiness standards have access to post-college and career pathways at no cost to students. The policy was also revised for style and formatting.
- **JQ-RA – Safe and Inclusive Environments for LGBTQ+ Students:** The regulation was revised in accordance with guidance from the Maryland State Department of Education to clarify that documentation is not required to change a student’s gender in the official student record.
- **KA/KA-RA – Distribution of Non-School Communications:** The policy was amended to remove language permitting organizations and businesses to display materials at open houses, Back-to-School nights, and other similar events. The regulation was revised to remove language allowing non-profits with a *bona fide* partnership with a school to distribute or display printed informational materials and announcements in AACPS schools. The policy and regulation were also revised for style and formatting.

As a reminder, AACPS policies/regulations can be found online on the AACPS website at [AACPS Policies & Regulations](#). If you have any questions regarding this memo, please contact me at the Legislative & Policy Office at (410) 266-3618.

Revised Policies/Regulations

Amended or New Policy/Regulation to be placed or replaced in Policy Manual	Action	Title	Date of Adoption/ Issuance
AC	Replace Policy	Nondiscrimination	11/16/22
AE	Replace Policy	Wellness	09/07/22
BAF	Replace Policy	Ethics and Conflict of Interest	11/02/22
BBF	Replace Policy	Board Internal Audit Office	02/01/23
DAA	Remove Policy	Financial Management Priority Objectives	03/22/23
ECA-RA	Replace Regulation	Student Health Insurance and Accident Insurance Requirement for Interscholastic Sports	10/03/22
EG-RA	Replace Regulation	Naming Facilities	11/01/22
GAJ	New Policy	Whistleblower Protections	01/18/23
GAJ-RA	New Regulation	Whistleblower Protections	11/02/22
GAZ	Replace Policy	Reemployment After Military Service	11/02/22
II-RA	Replace Regulation	Grading	05/31/23
IIB-RA	Replace Regulation	Promotion and Retention	05/16/23
IID-RA	Replace Regulation	Graduation Activities	03/07/23
IKA	Replace Policy	Opening and Patriotic Exercises	06/26/23

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IKA-RA	Replace Regulation	Opening and Patriotic Exercises	06/26/23
JB	Replace Policy	Compulsory Attendance	09/06/22
JB-RA	Replace Regulation	Compulsory Attendance	09/06/22
JCG-RA	Replace Regulation	Care of Property by Students	03/07/23
JCL	Replace Policy	Student Organizations	07/12/23
JCL-RA	Replace Regulation	Student Organizations	07/12/23
JG	Replace Policy	Students – Course-Related Fees	03/22/23
JQ-RA	Replace Regulation	Safe and Inclusive Environments for LGBTQ+ Students	09/06/22
KA	Replace Policy	Distribution of Non-School Communications	04/12/23
KA-RA	Replace Regulation	Distribution of Non-School Communications	01/31/23