

# BALTIMORE COUNTY BOARD OF EDUCATION MEMBER DUTIES FACT SHEET

## Board's Responsibilities

The state authorizes the Board of Education of Baltimore County to determine school system educational policies on: **School Policy, School Budget, and School Property**. The superintendent implements Board policies.

## Board's Organization

The Board is comprised of:

- 11 adult members (each serves a 4-year term): 7 elected from each of the county's councilmanic districts and 4 at-large members appointed\* by the governor based on the BC School Board Nominating Commission's recommendations
  - \*NOTE: State law provides that appointed members serve a four-year term. However, based upon recent [amendments to state law](#), those persons appointed in 2023 (and only those persons) will serve until 2028 — beyond the standard 4-year term.
- 1 student member (serves a 1-year term)
- Superintendent (serves as the Board's secretary-treasurer)

## Board Meetings

Board meetings, all open to the public, are usually held twice per month on the Greenwood Campus, 6901 N. Charles Street, Towson, MD 21204, Building E Board Room. Closed sessions are held as permitted by the Open Meetings Act. Business meetings are held to conduct Board business and receive public comment. Work sessions are held to review school programs or Board policy. Most Board meetings are held on Tuesdays at 5:00 p.m. for closed session and at 6:30 p.m. for open session.

## Committee Meetings

Board members must serve on at least one of the Board's five committees: **Audit, Budget, Building and Contracts, Curriculum, Equity, Legislative and Governmental Relations, and Policy Review**. Committee meetings are held on various weekday afternoons beginning between 4 and 4:30 p.m. (unless otherwise noted), and usually last for 1 hour.

*The Baltimore County School Board Nominating Commission strongly encourages applicants to attend a Board meeting and a committee meeting or watch online on [BoardDocs](#).*

## Board Member Monthly and Annual Time Commitments

MONTHLY		ANNUAL	
Description	Time Commitment	Description	Time Commitment
Attend and prepare for 2 board meetings/month	16 hours	Professional Development (in-person and online training and conferences)	32-60 hours
Attend and prepare for 2 committee meetings/month	10 hours	Board Retreats	16 hours
Quasi-judicial functions (appeals)	2 hours	Graduations	8-16 hours
Other meetings, school and community events	32 hours		
Responding to constituents	30 hours		

For details on nominee requirements related to age, residency, employment, and status, see the Baltimore County Board of Education Nomination Process Fact Sheet posted on the BCPS Web site.