

private elementary and secondary schoolchildren, teachers, parents of elementary and secondary schoolchildren, local boards of education, local and regional school administrators, institutions of higher learning, and the General Assembly.

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### SCHOOL PERFORMANCE, PRODUCT, & SERVICE DEVELOPMENT OFFICE

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Robert E. Gabrys, Ph.D., *Assistant Deputy State Superintendent for School Performance, Product, & Service Development*

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In December 1989, the State Board of Education established the Maryland School Performance Program under the State Superintendent of Schools to measure student performance and set standards for school performance and goals for improvement. The Office of Maryland School Performance was reorganized in 1993 as the School Performance, Product, and Service Development Office.

The Office develops and implements plans to improve and accredit schools. The Office has developed a comprehensive accountability system for schools, school systems, and the State. Under this system, accountability is based on students' Maryland Functional Test Scores, yearly attendance, dropout rate, and promotion rate.

In November 1990, the Office issued its first report, *Maryland School Performance Program Report, 1991—State and School Systems*. The report provides a baseline picture of each school system and includes measures of performance that are expected to be reached by 1995.

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### DIVISION OF BUSINESS SERVICES

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Raymond H. Brown, *Assistant State Superintendent for Business Services*

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The Division of Business Services was formed in 1992 from the Office of Administration and Finance. The Division develops and implements Department policies, procedures, and systems for administration. The Division oversees six branches: School Facilities; Nutrition and Transportation Services; Budget; Accounting; Administrative Services; and Human Resource Management.

### SCHOOL FACILITIES BRANCH

Allen C. Abend, *Chief*  
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The School Facilities Branch helps local school systems make long-range plans for capital improvement, design, construction, and maintenance of school facilities. The Branch oversees approval of locally funded school construction projects by the State Superintendent of Schools and represents the Department on the Interagency Committee on School Construction. The Branch also collects and analyzes energy use data for each public school.

### NUTRITION & TRANSPORTATION SERVICES BRANCH

Sheila G. Terry, *Chief*  
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The Nutrition and Transportation Services Branch was created in 1981 when the programs for food service and pupil transportation merged into one administrative unit. The Branch administers seven federal food and nutrition programs: the National School Lunch Program; the School Breakfast Program; the Child and Adult Care Food Program; the Summer Food Service Program; the Special Milk Program; the Nutrition Education and Training Program; and the Food Distribution Program.

Besides working with the public school systems of Maryland's 23 counties and Baltimore City, the Branch helps nearly 700 other public and nonprofit private agencies develop and provide food service for children and adults in approximately 7,000 schools, family day care homes, child and adult care centers, and other sites throughout the State. The Branch also offers nutrition education and training.

The Branch administers and supervises transportation of pupils to and from public schools. The Branch collects data on numbers of pupils transported and on accidents involving school buses. In addition, the Branch helps school systems implement drug-testing of school bus drivers.

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### DIVISION OF PLANNING, RESULTS, & INFORMATION MANAGEMENT

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Duties of the Division of Planning, Results, and Information Management originated in 1921 when the Bureau of Educational Measurements was formed within the State Department of Education. By 1945, the Bureau was superseded by the Division of Finance, Statistics, and Educational Meas-