

**Minutes of Open Regular Session Meeting  
J.M. Tawes Technology & Career Center  
July 15, 2014**

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**OPEN REGULAR SESSION**

**TIME: 4:00 p.m.**

**Location: J.M. Tawes Technology & Career Center**

**PRESENT:** Board Members: Chairman William Miles, Vice Chairman Robert Wells, Ms. Margo Green-Gale and Mr. Dan Kuebler; Superintendent, Dr. John B. Gaddis; Board Attorney Mr. Fulton Jeffers; Assistant Superintendent of Administration, Ms. Nancy Smoker, and Recording Secretary, Ms. Melissa Tilghman. Mr. Warner Sumpter entered the meeting at 4:02 p.m. and Mr. Dave Elebash, Assistant Superintendent of Instruction/J.M Tawes Career & Technology Principal was excused from this meeting to participate in a prior commitment. Supervisors, Staff, Media and Community members were present for the Open Regular meeting at 6:00 p.m.

**Chairman Miles declared a quorum and called the meeting to order.**

**ADOPTION OF AGENDA**

On the motion of Mr. Kuebler and a second by Ms. Green-Gale, the agenda was unanimously approved as amended. Item 13, D-10, 600-18, Early School Admissions, was added to the agenda. The motion carried unanimously.

**CLOSED MEETING:**

4:07 p.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**

On the motion of Vice Chairman Wells and a second by Mr. Kuebler, the Board voted unanimously to enter into a Closed Session at 4:07 p.m. for the following reasons:

- To review and approve the minutes of June 17, 2014
- To discuss personnel matters - Section 10-508(a)(1)
- To consult with counsel to obtain legal advice Section - 10-508(a)(7)
- To perform administrative functions - Section 10-503

**PLEDGE OF ALLEGIANCE**

**PUBLIC PARTICIPATION**

None

## **Student Recognition**

Dr. Gaddis, Chairman Miles, and Mr. Leo Lawson, Public Relations Supervisor, presented the following Crisfield and Washington Academy & High School students awards for their extraordinary achievements and being chosen as the Most Valuable Player in the Winter, Spring and Fall sports:

### **Crisfield Academy & High School**

Mr. Brewer (Outdoor Track & Field)  
Miss Bromley (Softball)  
Mr. Cohen (Boys Basketball)  
Mr. Douglas (Indoor Track and Field)  
Miss Evans (Field Hockey)  
Miss Forchion (Cross Country)  
Miss Johnston (Girl Basketball)  
Mr. Kraus (Baseball)  
Mr. Stevens (Soccer)

### **Washington Academy & High School**

Miss Ennis (Softball)  
Mr. Horner (Soccer)  
Miss Selby (Outdoor and Indoor Track & Field)

### **Open Regular Session Minutes**

On the motion of Ms. Green-Gale and a second by Vice Chairman Wells, the June 17, 2014 Board meeting minutes were unanimously approved as corrected.

### **Announcement of Closed Meeting:**

Chairman Miles announced that the Somerset County Board of Education met in a Closed Session on July 15, 2014 pursuant to Section 10-508(a) and Section 10-503 of the Maryland Annotated for the following reasons:

- To review and approve the minutes of June 17, 2014
- To discuss personnel matters - Section 10-508(a)(1)
- To consult with counsel to obtain legal advice Section - 10-508(a)(7)
- To perform administrative functions - Section 10-503

## **UNFINISHED BUSINESS**

### **Administrative Operations**

#### **Spare Bus Purchase Requests**

The Board made a motion to table the Spare Bus Purchase Request at the April 15, 2014 Board meeting. There was no motion made to remove the Spare Bus Purchase Requests from the table.

### **Gifted & Talented, Policy #500-11**

Ms. Tracie Schneider, Supervisor of RTTT/STEM Academy, submitted the revisions to the Gifted and Talented Policy, 500-11. She reported that each school will have a Gifted and Talented Policy Committee that will be chaired by the school principal. The principal may solicit parents who are interested in serving on the Committee. There will also be a Gifted and Talented Advisory Council which will consist of educators, community members, parents, students and other interested individuals. Additional policy information can be found on the Somerset County Public Schools website.

On the motion of Vice Chairman Wells and a second by Mr. Kuebler, the Board voted to approve the submission of the Second and Final Reading of Policy 500-11, Gifted & Talented. The motion carried unanimously.

### **Bidding and Purchasing, Policy #200-14**

Ms. Smoker presented additional amendments, as requested by the State Monitoring Team, to Policy 200-14, Bidding and Purchasing. The revisions state that Federal Requirements will be followed when purchases are made with Federal funds. This means that Bid Advertisements will be required when purchasing applicable supplies and services with Federal monies.

On the motion of Mr. Kuebler and a second by Vice Chairman Wells, the Board voted to approve the submission of the Second and Final Reading of the revised Bidding and Purchasing Policy, 200-14 as amended. The motion carried unanimously.

## **NEW BUSINESS**

### **Monthly Finance Report**

#### **June 2014 Budget Expenditures**

Ms. Smoker presented the FY2014 June expenditures report. She reported that the finance department is still closing out the books for FY2014, but is predicting that approximately 98% of the budget will be spent. Ms. Smoker informed the Board that the deficit in the Special Education category will be reduced once reimbursements are received from the Maryland State Department of Education. In response to the effectiveness of the E-Finance Software Program, Ms. Smoker stated that the utilization of the program has been very cost effective for the system. The Board thanked Ms. Smoker and staff for their efforts in balancing the budget. Dr. Gaddis stated that category transfer requests will be presented to the Board at the August 19, 2014 Board meeting.

On the motion of Mr. Kuebler and a second by Vice Chairman Wells, the Board voted to approve the June FY2014 Expenditures' Report of \$3,077,950. The motion carried unanimously.

## **Food Service Report**

Ms. Wendy Harrison, Chief Finance Officer, reported that the Food Service budget still has a projected deficit of \$74,264. She reported that the final Food Service Budget will be presented at the September 16, 2014 Board meeting. The Board accepted the report and thanked Mrs. Harrison for the information.

## **Food Service Contract Awards Ratification**

On the motion of Mr. Sumpter and a second by Mr. Kuebler, the Board voted to ratify the food Service Contract Awards for Sysco, Cloverland, and Schmidt. The motion carried unanimously.

## **Administrative Functions - Policies**

The following policies were revised to correct grammatical errors and to meet COMAR and State Regulations:

- Policy 600-7, Attendance – Elementary and Secondary
- Policy 600-13, Community Offenses by Students
- Policy 600-14, Student Tobacco Use
- Policy 600-16, Dangerous Weapons Instruments
- Policy 600-18, Early School Admission
- Policy 600-34, Student Bullying & Harassment
- Policy 600-35, Serious Threats of Violence
- Policy 600-36, Fighting
- Policy 600-42, Use of Video Cameras for Safety and Security
- Policy 600-43, Student Gang Activity or Similar Destructive or Illegal Group Behavior

The Board unanimously agreed to approve the First Reader of the aforementioned policies as amended. The motion carried unanimously.

## **Bus Route Contract Award Recommendations**

The following bus contracts were presented for the Board's approval; Ms. Rita Bailey, Bus Route #20 and Ms. Mary Jo LaFianza, Bus Route #18. On the motion of Vice Chairman Wells and a second by Mr. Sumpter, the Board voted to approve awarding the bus contracts to Ms. Bailey and Ms. LaFianza. The motion carried unanimously.

## **HUMAN RESOURCES**

Upon the recommendation of the Superintendent, it was moved by Vice Chairman Wells and seconded by Ms. Green-Gale to approve the Human Resources Report as amended. The motion carried unanimously.

**Certificated  
New Hires:**

Jessica Dryden	1 <sup>st</sup> Grade Greenwood Elementary School
Cindy Farmer	Washington Academy & High School English Teacher
Haley Garrison	Somerset Intermediate Science Teacher
Willie Giddens	Washington Academy & High School Math Teacher
Eileen Kinnamon	Somerset Promise Academy Elementary Teacher

**Promotions:**

Corey Ballard	Washington Academy & High School Math Teacher to Assistant Principal, Woodson Elementary School
Faith Daum	Crisfield Academy & High School Administrative Associate to Crisfield Academy & High School Counselor
Patricia Simpson	Somerset Intermediate IEP Clerk to Washington Academy & High School Special Education Teacher

**Separations:**

Scott Bunting	Music Teacher, Washington Academy & High School
Amanda Harrison	3 <sup>rd</sup> Grade Teacher, Greenwood Elementary School
Kevin Taylor	Assistant Principal, Somerset Intermediate School
Monique Ward	Assistant Principal, Somerset Intermediate School

**Professional Transfers**

Dave Elebash	Assistant Superintendent of Curriculum Instruction to Principal, J.M. Tawes Career & Technology Center
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The following personnel items were presented to the Board for informational purposes only.

**Classified  
New Hires:**

Clarence Howard	Maintenance Technician, Crisfield Academy & High School
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## **SUPERINTENDENT AND BOARD MEMBERS' COMMENTS**

The Board members commended and thanked the SCPS staff for their commitment to the education of the students in Somerset County. The Board also congratulated the student athletes that were presented awards at the beginning of the meeting.

Dr. Gaddis expressed his dissatisfaction with a recent article in a newspaper that reported very negative statements about Somerset County. He asked the citizens of the county to join him in circulating all the positive things going on in the county and encouraged the community to attend the Crisfield Clambake and address the politicians on the needs of Somerset County and its students. Dr. Gaddis announced that test score data for students that were enrolled in Advanced Placement courses in SCPS showed a passing rate of 43.5%. The Maryland State Department's overall testing scores were 28%. He announced that principals will begin presenting reports on the highlights of their schools and that Somerset County Public Schools will be the first county in Maryland to participate district-wide in the Free Meals Program.

## **ANNOUNCEMENT**

Chairman Miles announced that the Board will convene in an Open Regular Meeting on Tuesday, August 19, 2014 at the J.M. Tawes Career & Technology Center at 4:00 p.m. to immediately consider voting to convene in a closed meeting pursuant to Section 10-508(a) of the Maryland Annotated Code. The Board will reconvene in the Open Regular Meeting at 6:00 p.m. Additional information will be posted to the Somerset County Public schools website. He announced that a Prayer Breakfast will be held on August 9, 2014 at the Handy United Methodist Church from 8:00 am to 11:00 a.m. Proceeds from this event will serve needy families in the community who need assistance purchasing school supplies and other related items. Chairman Miles expressed his satisfaction with the progress of the school system and stated that positive reviews about SCPS have made its way to other counties, which includes Western Shore counties.

## **ADJOURNMENT**

On the motion of Mr. Kuebler and a second by Mr. Sumpter, Board voted unanimously to adjourn the meeting at 6:49 p.m.

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Dr. John B. Gaddis, Superintendent

Recorded and Prepared by: Melissa Tilghman, Recording Secretary