

**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, Mr. Warner Sumpter, Ms. Margo Green-Gale, and Mr. Dan Kuebler; Interim Superintendent Dr. John Gaddis; Board Attorney Mr. Fulton Jeffers; Interim Assistant Superintendent of Administration, Ms. Nancy Smoker, Interim Assistant Superintendent of Curriculum & Instruction, Mr. Dave Elebash and Board Secretary Ms. Melissa Tilghman. Supervisors, Media and Community members were also present.

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

**ADOPTION OF AGENDA**

Approval of Agenda

Motion: Vice Chairman Wells/Ms. Green-Gale: motion carried unanimously

**CLOSED MEETING:**

4:06 p.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**

Motion: Ms. Green-Gale/Mr. Sumpter: motioned carried unanimously to convene in a closed meeting.

**Performed Administrative Functions –Section 10-503**

Approval of October 15, 2013 Closed Meeting Minutes as corrected

Motion: Ms. Green-Gale/Mr. Sumpter: motion carried unanimously

Reviewed FY2014 September Budget Expenditures

Received County Commissioners Funding Report

Received Transportation and Facilities Update

Reviewed and Discussed Budget Work Session Schedule

Received Capital Projects Report

**Discussed Personnel Matters – Section 10-508(a)(1)**

Received, reviewed and discussed personnel matters

**Consulted with Attorney to Obtain Legal Advice – Section 10-508(a)(7)**

Reviewed, discussed and received legal advice from Board Attorney

**To Conduct Collective Bargaining Negotiations – Section 10-508(a)(9)**

Received Unit Negotiations Update

**PRESENT FOR THE CLOSED MEETING:** Board Members: Chairman William Miles, Vice Chairman Robert Wells, Ms. Margo Green-Gale, Mr. Warner Sumpter, Mr. Dan Kuebler, and Board Attorney Fulton Jeffers; Interim Superintendent Dr. John Gaddis; Interim Assistant Superintendent of Curriculum & Instruction, Mr. Dave Elebash, Interim Assistant Superintendent of Administration, Ms. Nancy Smoker, and Board Secretary Ms. Melissa Tilghman. Vice Chairman Wells excused himself from the meeting at 5:14 p.m.

**The Board adjourned the closed meeting at 6:03 p.m. and reconvened in an Open Regular Meeting at 6:06 p.m.**

### **PLEDGE OF ALLEGIANCE**

### **FY2013 FINANCIAL AUDIT STATEMENTS**

Ms. Wendy Harrison, Chief Finance Officer, introduced Mr. Ron Hickman, TGM Auditor. Mr. Hickman commended Ms. Smoker and Ms. Harrison for the work done to balance the end of the year FY2013 budget. Ms. Harrison stated that the Audit Report will be posted online. Mr. Hickman stated that the e-finance software conversion to reconcile bank statements was challenging, but the overall budget report was good. He reported that the end of the year FY2013 Food Service budget was in a deficit of approximately \$39,000 and that the FY2014 end of year carryover fund balance appears to be around \$400,000 which will carryover to FY2015. Mr. Kuebler thanked Ms. Smoker, Ms. Harrison, the auditors and Dr. Gaddis for working so diligently on the budget. He stated that he was impressed that the Food Service deficit was so low.

### **PUBLIC PARTICIPATION**

Mr. Jim Newcombe, Caroline County Board of Education Member, addressed the Board with his concerns and discussions with the MPSSAA regarding the unfairness of students attending 2A Regional school districts transferring to 1A Regional school districts to play sports. He stated that this practice was a disadvantage to some 1A schools solely because those schools which have lower student enrollments and smaller athletic teams would be forced to play those 1A teams that have transfer students from other school zones resulting in more students on an athletic team. Dr. Gaddis stated that this concern had also been discussed at the Eastern Shore Superintendent meetings.

### **Public Recognition**

Several staff, a student and a community member were recognized for outstanding achievement and their efforts to improve the Somerset County Public School system.

The following awards were presented:

### **Custodian of the Year Recognition**

Crisfield Academy & High School – Mr. Ernest Tilghman  
Deal Island Elementary School – Mr. Roy Kelly  
Princess Anne Elementary School – Mr. Rob McCready  
Washington Academy & High School – Mr. Stanley Horner

Mr. Ernest Tilghman was recognized for Somerset County Public School’s overall Custodian of the Year.

### **Art Donation**

Mr. Vicente Hernandez, General Manager at Gett’n Grounded Coffee Shop, was presented an appreciation award for his donation to the Art Departments at Crisfield and Washington Academy & High Schools. Each school received a \$500 donation. Mr. Hernandez expressed that businesses should give back to the schools in hopes of bringing the community together.

### **Student Page Program**

Crisfield Academy & High School’s Student Board representative, Mr. Long, was recognized for being selected to participate in the Student Page Program in the Senate of Maryland’s General Assembly.

### **Student Board Members’ Reports**

The Student Board Representatives provided detailed reports on the events and activities at their schools.

### **Open Regular Session Minutes**

Approval of October 15, 2013 minutes as corrected  
Motion: Mr. Kuebler/Mr. Sumpter; motion carried unanimously

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

Chairman Miles announced that the Somerset County Board of Education met in Closed Session on the following date pursuant to Section 10-508(a) and Section 10-503 of the **Maryland Annotated Code:**

- November 19, 2013
  - To Review and Approve Minutes of October 15, 2013
  - 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
  - To conduct collective bargaining – Section 10-508(a)(9)

## **UNFINISHED BUSINESS**

### **Approval of the September FY2014 Expenditures' Report of \$2,912,680**

Motion: Mr. Kuebler/Mr. Sumpter; motion carried 3:0

## **NEW BUSINESS**

### **Monthly Financial Updates**

#### **Treasurer's Report**

### **Approval of the October FY2014 Expenditures' Report of \$3,429,209.00**

Motion: Mr. Sumpter/Ms. Green-Gale; motion carried 3:0

### **Approval of FY2015 Budget Calendar**

Motion: Mr. Kuebler/Ms. Green-Gale; motioned carried 3:0

Discussion: Mr. Kuebler asked the media to publish the open budget work session schedule.

An online budget survey will be available to allow community and staff input.

## **CURRICULUM & INSTRUCTION**

### **Master Plan Update**

Ms. West-Smith presented the FY2013 Annual Master Plan Update to the Board as well as the individuals who collaborated in completing the document and submitting it to MSDE. Ms. West-Smith noted that due to collaboration and teamwork of all staff involved, MSDE approved the Master Plan submission with very little clarifying questions. The document will be placed on the website for public view. Mr. Sumpter noted that the Executive Summary was very helpful when explaining the Master Plan to the State.

### **Dual Enrollment**

Mr. Elebash introduced Maryland's COMAR Bill 740 which is the College and Career Readiness and College Completion Act of 2013. The new bill requires school systems to pay a portion of a student's tuition cost for dual enrollments. Local Boards of Education must pay 75% for up to four college courses to a four year institution or community college for dual enrolled students participating in the free or reduced meal program and must pay 90% if more than four courses are taken. Additional information can be found on the Somerset County Public School's website. Somerset County Public Schools is currently in negotiations with both Worcester Community College and the University of Maryland Eastern Shore to establish MOUs.

## **HUMAN RESOURCES**

### **Job Description – Supervisor of Public Relations**

The Board agreed to accept the submission of the job description for the Supervisor of Public Relations' for the first reading and review. It was noted that specific duties within the job description be reevaluated at a later date as they are not specifically related to the responsibilities of a Public Relations Supervisor.

### **Personnel Matters (Classified)**

Motion: Mr. Kuebler/Mr. Sumpter; unanimously carried to accept the Human Resources Report with prejudice.

### **New Hires:**

Kimberly Collier – Sign Language Interpreter (Woodson Elementary School)

### **Separations:**

Tiffany Braggs – Sign Language Interpreter (Woodson Elementary School)

Charlie Petrovics – 8<sup>th</sup> Grade Math Teacher (Washington Academy/High School)

## **SUPERINTENDENT AND BOARD MEMBERS' COMMENTS**

The Board thanked the community for their attendance. Mr. Kuebler stated that report cards are looking good and that the administration is enforcing rules. Mr. Sumpter stated that he had attended the recognition program for the War of 1812 Veterans at the Somerset County Historical Site. Somerset's JROTC students attended on Sunday and provided a Color Guard for the veterans and Mr. Price, a Washington Academy & High School Band Student, was recognized as the Bugler playing Taps at the ceremony. He commended the students and stated that they represented Somerset County Public Schools well. Mr. Sumpter and Mr. Kuebler both participated in the Reading for Children Program. Ms. Green-Gale stated that she was impressed with the staff and community recognition and thanked the administration for recognizing the staff.

Dr. Gaddis noted that an online survey will be placed on the Somerset County Public School's website where public input can be submitted on the FY2015 Budget. Code of Conduct Regulations will be enforced during school activities. Dr. Gaddis stated that Somerset has two schools in need of improvement status. He noted that Somerset County is in a poverty area and he would be requesting funding from the State to improve our buildings and schools. Dr. Gaddis is seeking support from the community and the commissioners.

Board Attorney Jeffers reminded the community that today marks the 150<sup>th</sup> Anniversary of Abraham Lincoln's Gettysburg Address.

Chairman Miles announced that the Somerset County Board of Education will convene in an open regular meeting on Tuesday, December 17, 2013 at 4:00 pm. at the J.M. Tawes Career & Technology Center to immediately consider voting to convene in a closed meeting. The Board will reconvene in an open regular meeting at 6:00 p.m.

**ADJOURNMENT**

Motion: Ms. Green-Gale/Mr. Kuebler; motion carried unanimously to adjourn at 8:05 p.m.

Dr. John B. Gaddis, Interim Superintendent

Recorded and Prepared by: Melissa Tilghman/Administrative Associate to the Board