

**Minutes of Open Regular Session Meeting  
J.M. Tawes Technology & Career Center  
October 15, 2013**

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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, 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. Vice Chairman Wells was excused from the meeting.

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

**ADOPTION OF AGENDA**

Approval of Agenda as amended

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

The amendments to the agenda included:

*Additions:*

- 14-B4 - Curriculum and Instruction/Field Trip Request
- 14-E - Board Meeting Locations
- 14-F - Approval of Ethics Panel

*Removal:*

- 14-D3 – Human Resources/Supervisor of Public Relations Job Description

**CLOSED MEETING:**

4:05 p.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**

Motion: Mr. Kuebler/Mr. Sumpter: motioned carried unanimously to convene in a closed meeting.

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

Approval of September 17, 2013 Closed Meeting Minutes as corrected

Motion: Mr. Kuebler/Mr. Sumpter: motion carried unanimously

Approval of October 1, 2013 Closed Meeting Minutes

Motion: Mr. Kuebler/Mr. Sumpter; motioned carried unanimously

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

Reviewed and Discussed FY2013 Budget and Category Transfers

MABE Committee Assignments

Discussion of School Resource Officers

Received Ethics Committee Update  
Received Transportation and Facilities Update

**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

**PRESENT FOR CLOSED MEETING:** Board Members: Chairman William Miles, 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 was excused from the meeting.

**The Board reconvened in an Open Regular Meeting at - 6:10 p.m.**

**PLEDGE OF ALLEGIANCE**

**PUBLIC PARTICIPATION**

Mr. Tony Francis, Washington Academy & High School's Tennis Coach requested the Board's consideration in voting to fund the resurfacing of the tennis courts at the school. He announced that the Booster Club will be holding a Golf Fundraising Commissioners' Foursomes Tournament on October 26, 2013 at the Great Hope Golf Course. The Board members were invited to participate.

**Public Recognition**

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

The following awards were presented:

**Culinary Boot Camp Recognition**

Ms. Susan Corbin, Crisfield Academy & High School  
Ms. Kim East, Princess Anne Elementary School  
Ms. Catherine Jackson, Woodson Elementary School  
Ms. Laurie Sterling, Woodson Elementary School  
Ms. Terry Troxell, Somerset Intermediate School

Ms. Lupita Olivares (ESOL Assistant at Woodson Elementary), Ms. Dorrie Moon (Learning Support Specialist at Woodson Elementary School), and Ms. Maria Parke (ELL Paraprofessional at Greenwood Elementary School) were recognized for their extraordinary efforts in helping the students and families of Somerset County. These individuals go above and beyond for the students of SCPS.

Mr. & Mrs. Matt and Jeania Lankford were recognized for their efforts to improve and expand the J.M. Tawes Career and Technology Center and its programs.

Mr. Henry Teagle was recognized for encouraging the Board to undertake the initiative to increase security measures at the schools which provides a safe learning environment for Somerset County Public Schools' students and staff.

Ms. Pam South was recognized for being selected and attending the Siemens STEM institute in Washington D.C.

Several Students were recognized for being outstanding student athletes in Field Hockey, Softball, Tennis, Track, and Baseball.

### **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 September 17, 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:**

- October 15, 2013
  - To Review and Approve Minutes of September 17, 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

## **UNFINISHED BUSINESS**

### **Administrative Procedures**

#### **Approval of revised Policy #200-14, Bidding and Purchasing as amended**

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

## **NEW BUSINESS**

### **Monthly Financial Updates**

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

#### **Approval of the September 2014 Expenditures' Report of \$2,912,680.00**

Motion: Mr. Sumpter/Ms. Green-Gale

Discussion: Mr. Kuebler and Mr. Sumpter questioned the expenditures report and as a result the motion failed to carry and the item was tabled.

#### **Approval of FY2014 Budget Category Transfers**

Interim Assistant Superintendent of Administration, Ms. Nancy Smoker, presented the category budget transfers.

Motion: Mr. Kuebler/Mr. Sumpter; motioned carried unanimously to approve the amendment of the original FY2013 Budget and the presented category transfers.

## **CURRICULUM & INSTRUCTION**

### **Naviance Program**

Dr. Gaddis and Ms. Tracey Cottman showed a presentation on the Naviance Program. This is a college and career readiness web-based solutions program for students in grades 6 – 12 and will assist students in connecting academic achievement to post-secondary goals. Students will be able to explore career and college options that match their skills, view details about selected colleges, and the program will allow students to apply for those colleges online. Additional training and updates will be provided in the future.

### **Summer School Update**

Mr. Elebash provided the Board with an update on the Summer School Programs. He reported on the Elementary Summer School Program, the Secondary Summer School program, the Migrant program and the Extended Year program. Dr. Gaddis informed the Board that currently the summer school program operates for 12 days, but, he will be requesting that summer school be extended to at least 20 days.

**Somerset Early Learning Advisory Committee (SELAC) Report**

Ms. Twigg-Holland presented a report from the Somerset Early Learning Advisory Committee. The County Executive Office and the Board of Education has been collaborating and focusing on children ages 0-5, in preparing them for school. There was space for all Pre K students who applied to attend SCPS this year. The County Commissioners are looking for funding to implement a full day pre-kindergarten program. Dr. Gaddis thanked Ms. Twigg-Holland for her leadership role of SELAC. Dr. Gaddis stated that Somerset is one of the few counties where all elementary school teachers are highly qualified. He thanked Mr. Kuebler for being a member of SELAC and for his efforts in getting the full day pre-kindergarten initiative started.

**Approval of Golf Team Field Trip**

Dr. Gaddis presented the Board with an overnight field trip request for the Golf Team. This request is based on whether or not the Golf Team wins their first game.

Motion: Mr. Kuebler/Mr. Sumpter: motioned carried unanimously

**2013 ANNUAL MASTER PLAN UPDATE**

Approval of the 2013 Annual Master Plan

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

**HUMAN RESOURCES**

**Job Description – Supervisor of Public Relations**

This item was removed from the agenda.

**Personnel Matters (Classified)**

Ms. Smoker presented the Human Resources report to the Board for informational purposes only.

**Transfers:**

	From	To
Antonio Armwood	J.M. Tawes Technology & Career Center’s Job Coach	Paraprofessional – Special Education Woodson Elementary School
Kim Swan	Paraprofessional - Special Education Woodson Elementary	Para Professional - Woodson Elementary

## **BOARD MEETING LOCATIONS**

### **Approval to hold the December and November Board meetings at J.M. Tawes Career & Technology Center**

Motion: Mr. Kuebler/Mr. Sumpter; motion carried unanimously

## **ETHICS COMMITTEE**

### **Approval of the Ethics Committee**

Motion: Mr. Kuebler/Mr. Sumpter; motion carried unanimously to approve the following individuals to serve on the Ethics Committee:

- Kim Bruno
- Chris Parks
- Reverend Ronald Bell

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

The Board thanked the community for their attendance.

Chairman Miles announced that the Board has made a unanimous decision to ask Board Attorney, Fulton Jeffers, to begin negotiating a four year contract with Dr. John B. Gaddis beginning July 1, 2014, as the Superintendent of Somerset County Public Schools.

Chairman Miles announced that the Somerset County Board of Education will convene in an open regular meeting on Tuesday, November 19, 2013 at 4:00 pm. at the J.M. Tawes Career & Technology Center to immediately consider voting to convene in closed meeting. The Board will reconvene in an open meeting at 6:00 p.m.

## **ADJOURNMENT**

Motion: Mr. Kuebler/Mr. Sumpter; 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