

**OPEN REGULAR SESSION**

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

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

**PRESENT:** Board Members: Chairman Warner Sumpter, Vice Chairman Dan Kuebler, Mr. Robert Wells, Ms. Penny Nicholson and Ms. Margo Green-Gale; Superintendent, Dr. John B. Gaddis; Board Attorney Mr. Fulton Jeffers; Assistant Superintendent of Administration, Ms. Nancy Smoker, Assistant Superintendent of Curriculum & Instruction, Mr. Tom Davis, and Ms. Melissa Tilghman, Recording Secretary.

**ADOPTION OF AGENDA**

On the motion of Vice Chairman Kuebler and a second by Board Member Wells the Board unanimously voted to approve the agenda as amended.

Discussion: The following item was removed from the agenda:

- Item – Policy 100-13, School Board Meetings

**CLOSED MEETING:**

4:09 p.m. – Pursuant to Section 3-306 of the **General Provisions Act**

On the motion of Board Member Green-Gale and a second by Vice Chairman Kuebler, the Board voted unanimously to enter into a Closed Session at 4:09 p.m. for the following reasons:

- To review and approve the minutes of the March 30, 2015 Closed Session
- To perform administrative functions - Section 3-103
- To discuss personnel matters - Section 3-305(b)(1)
- To consult with counsel to obtain legal advice Section - 3-305(b)(7)
- To discuss school security matters – Section 3-305 (b)(10)

The Board reconvened in an Open Regular Session at 6:05 p.m.

## **PLEDGE OF ALLEGIANCE**

## **PUBLIC PARTICIPATION**

None

## **Student/Staff/Citizens Recognitions**

### **Somerset Early Learning Advisory Council (SELAC) Donation**

Mr. Fritz Gerald, of the Crisfield American Legion Post #16, presented a check to SELAC for \$500. Dr. Gaddis thanked Mr. Gerald and the American Legion Post for the donation. Mr. Gerald stated that last year the organization raised a total of \$68,000. Vice Chairman Kuebler added that ninety-five percent of the Legion Post #16 funds raised are dispersed throughout the local community.

The following individuals were recognized for their dedication and commitment to the implementation and operation of the Judy Center:

- Ms. Karen Karten – Coordinator of Early Childhood Education
- Ms. Tracie Bartemy – Supervisor of Elementary and Early Childhood Education
- Ms. Traci Schnieder – Supervisor of Elementary Science, Math and STEM
- Mr. Dan Kuebler – Somerset County Commissioner’s Appointee to SELAC and District Four Board of Education Vice Chairman
- Ms. Marlena Turner – Administrative Associate
- Ms. Jamie Jenkins – Family Service Coordinator for the Judy Center
- Ms. Mary Lou Finerman – Family Literacy Coordinator for the Judy Center
- Ms. Vicki Ford – Coordinator of the Infant and Toddler Program
- Dr. Lynnette Johnson – Supervisor of Special Education
- Ms. Dawn Scher – Executive Committee Representative for Somerset’s Early Learning Advisory Council

## **Students’ Activities Reports**

Chairman Sumpter stated that the Student Board Members were excused from the meeting to attend athletic school events.

## **Open Work Session Meeting**

On the motion of Board Member Wells and a second by Board Member Green-Gale, the Board voted to approve the March 24, 2015 Open Work Session Minutes as amended.

### **Open Regular Session Minutes**

On the motion of Board Member Wells and a second by Board Member Nicholson, the Board voted unanimously to approve the March 30, 2015 Open Abbreviated Board meeting minutes as amended.

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

Chairman Sumpter announced that the Somerset County Board of Education met in a Closed Session on April 21, 2015 pursuant to the General Provisions Act Section 3-305 (b) and Section 3-103 for the following reasons:

- To review and approve the minutes of the February 19, 2015 closed session as amended
- To perform administrative functions - Section 3-103
- To discuss personnel matters - Section 3-305(b)(1)
- To consult with counsel to obtain legal advice Section - 3-305(b)(7)
- To discuss school security matters – Section 3-305 (b)(10)

## **OLD BUSINESS**

### **Administrative Functions - Policies**

On the motion of Vice Chairman Kuebler and a second by Board Member Wells, the Board voted unanimously to approve tabling the following policies for further review:

1. 400-1 Facilities Planning and Capital Improvements
2. 700-4 Anti-Harassment
3. 700-5 Drug and Alcohol Free Workplace
4. 700-7 Personnel Records, Data Storage & Records Destruction
5. 700-10 Employment Practices & Interview Fairness
6. 700-11 Business Leave
7. 700-12 Sick Leave

Discussion: Board Attorney Jeffers informed the Board that employee leave information is outlined in the negotiated agreement and that a policy is not needed.

## **Curriculum & Instruction**

### **Somerset Early Learning Advisory Council's (SELAC) Judy Center Update**

Ms. Bartemy shared a presentation with the Board providing an overview of the new Early Childhood Education program in Somerset County. This presentation included the history, the progress and what has been learned from Somerset County's school readiness campaign. The Somerset Early Learning Advisory Council has teamed up with elementary principals and local agencies to develop and implement the early learning program, the Judy Center. They reported that:

- The key to successful school readiness is quality early care and education.
- 83.8% of County four year olds were enrolled in Pre-K in 2013-2014 and 94% were ready for school.
- PNC Grant provides books and school readiness materials for childcare providers
- There has been an increase in Pre-K registrations, community involvement and awareness
- Various fun activities have been planned as well as a Dental Health Initiative
- There has been approximately \$700,000 in Early Childhood grant funds
- Science Education has been added to the Early Childhood Education Program

Vice Chairman Kuebler stated that the work began three years ago and that SELAC is derived from a group of passionate individuals who are dedicated to early childhood education.

Chairman Sumpter stated that he had observed one of the fun activities at Princess Anne Elementary School. He thanked the staff and commended the public library for their partnership.

Dr. Gaddis stated that around 2.4 million dollars used to fund the Early Childhood Education Program comes from the County funding. He thanked the staff and commissioners for their support.

## **21<sup>st</sup> Century SAILS Grant**

Ms. Patti West-Smith , District Program Director, shared a presentation with the Board on the 21<sup>st</sup> Century After-School Somerset Achievement Intervention Literacy STEM (SAILS). She stated that this program is devoted to students who need additional academic assistance outside of the classroom. Ms. West-Smith reported that transportation is provided for the students and that she was seeking funding to extend the program to the high schools.

Mr. Tony Bevilaqua, Washington Academy & High School's Instructional Facilitator, reported that there are 190 available openings for the after-school programs. He stated that they were looking to write a grant in order to obtain more funding to purchase additional site licenses for the software programs that are being used. These programs include System 44, Dashboard, Origo, Dreambox, and Math 180.

Vice Chairman Kuebler thanked Ms. West-Smith for the presentation. He stated that SELAC and the Judy Center were the key to student success.

Dr. Gaddis reported that he is looking to hold enrichment classroom sessions for Gifted and Talented students this summer.

Chairman Sumpter thanked Ms. West-Smith and Mr. Bevilaqua for sharing the presentation.

## **Overcapacity Recommendation**

- On the motion of Vice Chairman Kuebler and a second by Board Member Nicholson, the Board voted unanimously to approve the reconfiguring recommendation to hold Pre-K through 5<sup>th</sup> grade at Princess Anne Elementary School and Greenwood Elementary School.

## **NEW BUSINESS**

### **Administrative Functions**

On the motion of Vice Chairman Kuebler and a second by Board Member Wells, the Board voted to accept the First Reader of the following policies:

- #400-22, Safety Program
- #400-25, Disaster & Emergency Plans

- #400-28, Building & Grounds Maintenance
- #700-14, Personnel Procedures, FNS
- #700-16, Personnel Practices, Custodian Employment
- #700-17, Personnel Practices

## **Curriculum & Instruction**

### **Princess Anne Elementary School's Pre-K Update – Full Day Program**

Mr. Courtney Monar, Princess Anne Elementary School's Principal, shared a presentation with the Board highlighting the progress students have made due to their enrollment in the Full Day Pre-K program at Princess Anne Elementary School. She stated that there are two full day classes and two half day classes. Ms. Monar reported that data shows the Full Day PAES Pre-K students have the highest academic growth in the State.

Christy Taylor, PAES Pre-K Teacher presented data outlining the details and schedule of the full day program. Some of the activities are listed below:

- Exercises are practiced everyday to ensure students get fine and gross motor skills
- Math and STEM activities
- Field trips
- Sixty minutes of nap time per day
- Handwriting exercises

Dr. Gaddis reported that Somerset County has the highest enrollment percentage of Pre-K students in the State.

## **Capital Improvements**

Ms. Daniele Haley, Supervisor of Facilities and Capital Improvements provided an update on Facilities and Capital Improvement projects being executed throughout the schools and on the athletic fields. She reported that the Washington Academy & High School bleachers manufacture is in the process of repairing and reinstalling the bleachers. Ms. Haley reported that the J.M. Tawes Campus design should begin during the Fall of 2016, pending funding availability.

**Architectural/Engineering Contract Approval**

On the motion of Vice Chairman Kuebler and a second by Board Member Wells, the Board voted unanimously to approve awarding the Becker Morgan Group the Architectural/Engineering Contract for the Crisfield Academy & High School HeadStart renovation.

**2015-2016 School Calendar**

Mr. Lawson, Supervisor of Public Relations, reported that draft copies of the proposed school calendar for the 2015-2016 school year were posted to the website in order to gain feedback from parents and staff.

<b>2015-2016 Calendar Draft A</b>	<b>2015-2016 Calendar Draft B</b>
Opening Day – August 24, 2015 Five Professional Days Three Early Dismissal Days Ten Day Holiday Break Five Built in Inclement Weather Days	Opening Day – August 24, 2015 Five Professional Days Three Early Dismissal Days Eight Day Holiday Break Five Built in Inclement Weather Days Earlier End of the Closure
<b>2015-2016 Calendar Draft C</b>	
Opening Day – August 31, 2015 Five Professional Days Three Early Dismissal Days Ten Day Holiday Break Five Built in Inclement Weather Days Later End of Year Closure	

On the motion of Vice Chairman Kuebler and a second by Board Member Nicholson, the Board voted unanimously to approve the First Reader of the 2015-2016 School Calendar drafts for review.

## **Monthly Budget Reports**

### **Expenditures through March 31, 2015**

Ms. Smoker reported that to date, 96% of the FY2015 budget has been spent. She stated that progress was being made to decrease this year's the carryover fund balance.

On the motion of Vice Chairman Kuebler and a second by Board Member Wells, the Board unanimously approved the budget expenditures report for the month of March totaling \$3,631,610.

### **Food Service Report**

Ms. Linda Johnson, Chief Finance Officer, presented the Food Serve Report to the Board. She reported that SCPS has served over 72,000 more meals this school year versus last year. She also presented the Board with an expense summary. Further discussion of the presented reports continued. The Board thanked Ms. Johnson for the reports.

### **Table of Rates**

Ms. Smoker presented the Table of Rates to the Board members proposing to increase the bus contractors' maintenance rate by \$.10, increase the hourly rate by \$.25 and paying the bus contractor's 100% of their \$800 administrative fee in the fall.

On the motion of Vice Chairman Kuebler and a second by Board Member Green-Gale the Board voted to approve the bus contractor's Table of Rates.

## **HUMAN RESOURCES**

Ms. Smoker shared several personnel matters to the Board for informational purposes only.

On the motion of Vice Chairman Kuebler and a second by Board Member Green-Gale, the Board voted unanimously to approve the Certificated staffing report.

### **Professional Retirement (Certificated)**

Nancy Smoker – Assistant Superintendent for Administration



## **Professional Resignation**

Kyle Sterling – Somerset Intermediate School – Physical Education

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

- Chairman Sumpter thanked Dr. Gaddis, the community and the staff for their dedication to the system. He stated that Somerset County is a caring loving county and that he is proud to be a resident.
- Board Member Green-Gale thanked the community and staff for attending the meeting and commended the Judy Center and the SAILS Program on the progress they have made in such a short period of time.
- Vice Chairman Kuebler stated that he had been attending the Board meetings for the past fifteen years and with the administration's broad and detailed focus on student achievement, he is looking forward to Somerset County Public Schools being in the top five percent of all State school districts.
- Board Member Nicholson stated that the Early Child Education Program is a great developmental program for students and encouraged staff to keep up the good work.
- Dr. Gaddis thanked everyone for attending. He thanked Mr. Davis and the committee for their work on reconfiguring the schools. Dr. Gaddis asked for the community and staff's understanding and support and stated that all decisions made are focused on their benefit of Somerset County Public School students.

### **ANNOUNCEMENT**

The Board will convene in an Open Regular Meeting on Tuesday, May 19, 2015 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 3-305(b) of the General Provisions 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.

### **ADJOURNMENT**

On the motion of Board Member Green-Gale and a second by Vice Chairman Kuebler, the Board unanimously voted to adjourn the meeting at 8:30 p.m.



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Dr. John B. Gaddis, Superintendent

Recorded and Prepared by: Melissa Tilghman, Recording Secretary