



OPEN REGULAR SESSION

TIME: 3:00 p.m.

Location: J.M. Tawes Career & Technology Center

PRESENT: Board Members: Chairperson Warner Sumpter, Ms. Margo Green-Gale, and Mr. Dan Kuebler; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, Mr. Tom Davis and Director of Schools, Mrs. Tracie Bartemy; Board Attorney Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary. Board Member Robert Wells entered the meeting at 3:30 p.m.

Chairman Sumpter declared a quorum and called the meeting to order.

ABSENT

Vice Chairperson Penny Nicholson was excused from the meeting due to illness.

ADOPTION OF AGENDA

On the motion of Board Member Kuebler and a second by Board Member Green-Gale, the Board voted 3:0 to approve the agenda as presented.

EXECUTIVE MEETING:

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), a motion was made by Board Member Kuebler, seconded by Board Member Green-Gale and passed 3:0 to enter into an Executive Session at 3:05 p.m. for the following reasons:

- To Review and Approve the closed minutes of October 18, 2016
- To Perform Administrative Functions - Section 3-103
- To Discuss Personnel Matters - Section 3-305(b)(1)
- To Discuss Matters Not Related to Public Business - Section 3-305 (b)(2)
- To consult with Counsel to Obtain Legal Advice - Section 3-305(b)(7)

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

None

Student/Staff/Citizen Recognition

Chairman Sumpter and Dr. Gaddis presented several students with recognition awards congratulating them on their accomplishments as members of the SeaPerch Team. The SeaPerch Program is an innovative underwater robotics program that provides teachers and students with the resources they need to build an underwater Remotely Operated Vehicle (ROV) in an in-school or out-of-school setting. The ROVs are built from kits comprised of low-cost, easily accessible parts, following a curriculum that teaches basic engineering, science and math concepts with a marine engineering theme. The program is facilitated by Ms. Pat Benner and Ms. Pam South, Somerset Intermediate Media Specialist.

STUDENT BOARD MEMBERS ACTIVITIES REPORTS

The Alternate Student Board Representative from Washington Academy & High School and the Student Board Representative from Crisfield Academy & High School shared highlights of school activities held within their respective reporting areas.

TGM AUDIT REPORT

Mr. Ron Hickman presented the FY2015-2016 Audit Report. He stated that the results of the report was a “Clean Opinion”. This means that all financial controls were in place, there were no discrepancies found in the auditing process and Somerset County Public Schools’ financial statements are fairly presented in accordance with generally accepted principals. Mr. Hickman reported that there will be a surplus in the FY2017 budget in the amount of \$289,068.

Mr. Hickman also shared an audit of the Food and Nutrition Services Budget. He reported that the FY2016 Food Services Budget will have a surplus of approximately \$80,000, mainly due to the State reimbursements from the Community Eligibility Program. Mr. Hickman stated that review of the Federal Audit is ongoing, but to date there has been no findings.

APPROVAL OF MINUTES

On the motion of Board Member Kuebler and a second by Board Member Green-Gale, the Board unanimously voted to approve the Regular Open Session Minutes of October 18, 2016 and the Open Special Minutes of November 3, 2016.

Announcement of Closed Meeting:

Chairperson Sumpter announced that the Somerset County Board of Education met in an Executive Session on November 15, 2016 for the sole purposes of discussion on Personnel Matters, Student Matters and Legal Matters as pursuant to Section 3-305 (b)(1), (2), and (7) of the General Provisions Article of the Annotated Code of Maryland, to perform Administrative Functions and to review and approve the minutes of October 18, 2016.

PRESENT: Board Members: Chairperson Warner Sumpter, Mr. Robert Wells, and Mr. Dan Kuebler and Ms. Margo Green-Gale; Superintendent, Dr. John B. Gaddis, Deputy Superintendent, and Mr. Tom Davis, Director of Schools, Mrs. Tracie Bartemy; Board Attorney Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary. Mrs. Beth Whitelock, Human Resources Supervisor, was present for a portion of the meeting.

ABSENT: Vice Chairperson Penny Nicholson was excused from the meeting.

OLD BUSINESS

ADMINISTRATIVE FUNCTIONS

Policy #500-13, Examinations for High School Students and Policy #500-37, Benchmarks and Common Assessment

Mr. Davis presented revisions to Policy #500- 13, Examinations for High School Students and Policy #500-37, Benchmarks and Common Assessments for the Board’s review. He reported that changes were made to Policy #500-13 to accommodate the transformation from block schedules to year long, seven period schedules as well as PARCC Testing and Policy #500-37 was revised to include common assessments. He explained that common assessments were locally developed measures used to examine a student’s knowledge of the subject matter being taught.

On the motion of Board Member Kuebler and a second by Board Member Green-Gale, the Board unanimously voted to approve the Second and Final Reader of Policy #500-13, Examinations for High School Students and Policy #500-37, Benchmarks and Common Assessments.

FACILITIES AND CAPITAL PLANNING

FY2018 Capital Improvement Plan

On the motion of Board Member Kuebler and a second by Board Member Wells, the Board unanimously voted to approve the FY2018 Capital Improvement Plan.

NEW BUSINESS

STUDENT ACHIEVEMENT

Digital Exchange Skype

Ms. Jill Holland, Instructional STEM and Technology Supervisor, shared a presentation with the Board highlighting the 4th graders of Greenwood and Woodson Elementary’s

experience using SKYPE. SKYPE is a video conferencing tool that has proven be an innovative technology tool that allows students to connect to other students from a distance. The program is used as an interesting and exciting tool to teach the 4th graders about Maryland Geography. By using SKYPE, students are given the opportunity to communicate with other students in classrooms located in different regions of Maryland. Students are allowed to share descriptions of their geographical area. The Board thanked Ms. Holland for the report.

2015-2016 WIDA Results

Ms. Lily Welch, Supervisor of ELA, EL and World Languages, shared a presentation on WIDA. WIDA Access is a secure large-scale English language proficiency assessment administered to K through 12th grade students who have been identified as English Language Learners. WIDA ACCESS for English Language Learners is normally given in WIDA Consortium Member States. There are currently 38 U.S. State Education agencies that belong to the WIDA Consortium. The assessments monitor students' progress in acquiring listening, speaking, reading and writing skills in the English language. Last year, there were 102 students enrolled in the program compared to 108 students enrolled in the program this year.

ADMINISTRATIVE FUNCTIONS

Calendar Waiver

Dr. Gaddis reported that county-wide Superintendents are not happy with the Governor's decision to require school systems begin school post Labor Day and make the last of school to end no later than June 15. He stated that starting school after Labor Day reduces instructional time for testing and COMAR Regulations require students to obtain 1,080 hours of instruction which may be affected if inclement weather days can not be added to the end of the school year. He informed the Board that Somerset County Public Schools was not eligible to receive a waiver from the Governor to start school pre Labor Day.

2017-2018 School Calendar

Mr. Lawson presented the two draft copies of the 2017-2018 School Calendar. Chairman Sumpter requested that four to five calendars be developed to show the future challenges of a post Labor Day school start date. Board Member Kuebler urged Dr. Gaddis to write and submit a waiver request letter.

On the motion of Board Member Kuebler and a second by Board Member Wells, the Board unanimously voted to approve the submission of First Reader of Draft #1 of the 2017-2018 School Calendar, post Labor Day. A copy of the approved draft calendar can be found on the Somerset County Public Schools Website.

2015-2016 Annual Report

Dr. Gaddis distributed the 2015-2016 Annual Report to the Board. The report includes staffing, school, geographical, testing and other system-wide data within Somerset County Public Schools. A copy of the report can be found on the Somerset County Public Schools Website. He stated that assessment data has been received, he is working on developing future dates to present the State of Schools Address.

MONTHLY FINANCE REPORTS

October Budget Expenditures - \$3,827,020

Mrs. Linda Johnson, Chief Finance Officer, presented the budget expenditures for the month of October 2016. She reported that the implementation of the new school bookkeeping monitoring system has been going well and has been a very influential aspect of increased financial oversight within the schools. Mrs. Johnson reported that the preliminary State allocations will be available by January 2017.

On the motion of Board Member Kuebler and a second by Board Member Wells, the Board unanimously agreed to approve the October Budget Expenditures report of \$3,827,020.

Food and Nutrition Services Report

Mrs. Johnson presented the Food and Nutrition Services Report. She reported that the current deficit in the Food Services Budget is \$132,172, which will be reduced once State reimbursements have been received. The Board thanked Mrs. Johnson for the report.

PERSONNEL MATTERS

Personnel Report

Mrs. Beth Whitelock, Supervisor of Human Resources, presented the personnel report to the Board.

On the motion of Board Member Kuebler and a second by Board Member Wells, the Board unanimously voted to approve the following Certificated Staffing Report with prejudice as amended by the Board.

Professional Separations:

Crisfield Academy & High School ➤ Bonnie Crockett – Social Studies Teacher
Washington Academy & High School ➤ Renee Jackson – English Teacher (Deceased)

➤ Pamela Patterson – Principal

Classified Transfer:

Kirk Jackson	From Washington Academy & High School Head Custodian II	To Marion Sarah Peyton/Somerset Promise Academy Head Custodian I
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Classified Separation:

Woodson Elementary School
➤ Cristina Rubio – School Administrative Associate

SUPERINTENDENT AND BOARD MEMBER COMMENTS

- Board Member Green-Gale and Board Member Wells thanked Mrs. Holland and Mrs. Welch for their informative presentations and the staff for their support and hard work. Board Member Wells requested American Education Week attendance data results to be reported at the December 20, 2016 Board Meeting.
- Chairman Sumpter thanked everyone for presenting and encouraged the community to attend the Board meetings.
- Dr. Gaddis reported that there are a lot of positive things happening within the Somerset County Public Schools System and thanked staff for their assistance. He reported that Washington Academy and High School received a grant for \$3,500 for SAT Preparation.

ADJOURNMENT

On the motion of Board Member Kuebler and a second by Board Member Wells, the Board unanimously voted to adjourn the meeting at 8:05 p.m.

Dr. John B. Gaddis, Superintendent
Recorded and Prepared by: Melissa Tilghman, Recording Secretary