



OPEN REGULAR SESSION

TIME: 4:00 p.m.

Location: J.M. Tawes Career & Technology Center

PRESENT: Board Members: Mr. Warner Sumpter, Ms. Margo Green-Gale, and Mr. Troy Brittingham, Jr.; 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 Members, Mr. Robert Wells and Mrs. Penny Nicholson were absent from the meeting.

ABSENT:

Board Members Robert Wells and Penny Nicholson were excused from the meeting for personal reasons.

Dr. Gaddis declared a quorum and called the meeting to order.

REORGANIZATION OF THE BOARD

Board Member Green-Gale nominated Board Member Sumpter as Chairperson of the Board. Mr. Sumpter accepted the nomination and the motion carried 3:0 that Mr. Sumpter would continue to serve as the Board Chairperson.

Board Member Brittingham nominated Board Member Green-Gale as the Vice Chairperson of the Board. Mrs. Green-Gale accepted the nomination and the motion carried 3:0 to have Mrs. Green-Gale to continue as Vice Chairperson of the Board.

ADOPTION OF AGENDA

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 3:0 to approve the adoption of the agenda as amended.

- Added – Item 15-B2: Paid Spare Bus Purchase Request, Mr. Henry Ward

EXECUTIVE MEETING:

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), a motion was made by Vice Chairperson Green-Gale and a second by Board Member Brittingham and passed 3:0 to enter into an Executive Session at 4:15 p.m. to conduct the following business:

- To review and approve the Closed Session Minutes of December 19, 2017
- To perform administrative functions
- To discuss personnel matters - Section 3-305(b)(1)(i)(ii)

- 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)
- To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matters – Section 3-305 (b)(13)
- To discuss Matters Relative to Contractual Negotiations – Section 3-305 (b)(14)

PRESENT FOR THE CLOSED MEETING: Board Members: Chairperson Warner Sumpter, Vice Chairperson Margo Green-Gale, and Mr. Troy Brittingham, Jr.

STAFF: 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.

ABSENT FROM THE CLOSED MEETING: Board Members, Mr. Robert Wells and Mrs. Penny Nicholson were absent from the meeting.

RECONVENED IN OPEN REGULAR SESSION – 6:00 P.M.

PLEDGE OF ALLEGIANCE

PUBLIC PARTICIPATION

Students/Staff/Citizens Recognitions

Chairperson Sumpter and Dr. Gaddis presented awards of recognition to a Vietnam War Veteran and the 2017-2018 paraprofessionals of the year. They were as follows:

Eddie Johnson – Vietnam War Vietnam

- Mr. Johnson was in combat in Vietnam in the early 1970's. He received a Bronze Star for Valor known as the Bronze Star V Device. In addition he received the Combat Infantryman Badge and Four Army Accommodation Medals. He was promoted to Sergeant E-5 and served as a squad leader in the E-6 position. His commanding officer said "He performed in an outstanding manner, demonstrated high leadership ability in bringing credit on himself and his unit". Upon his return to Somerset County, he served six years as the J.M. Tawes Career and Technology Center's Agriculture Teacher and he is active in many community service clubs and veteran organizations. Please welcome Mr. Eddie Johnson.

Paraprofessionals of the 2017-2018 School Year

- ❖ Shelley Johnson-Thomas – Somerset Intermediate School
- ❖ Cassandra Neilson - Greenwood Elementary School Co-paraprofessional
- ❖ Jessica Chaplan – Greenwood Elementary School Co-paraprofessional
- ❖ Debbie Bell – Carter G. Woodson Elementary School
- ❖ Rachel Miles – Deal Island Elementary School

STUDENT BOARD MEMBERS' ACTIVITIES REPORTS

The Student Board Representatives school activities reports were delayed until the next Board meeting.

APPROVAL OF MINUTES

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 3:0 to approve the Regular Open Session Minutes of December 19, 2017 as presented.

ANNOUNCEMENT OF CLOSED MEETING:

Chairperson Sumpter announced that the Somerset County Board of Education met in an Executive Session on January 16, 2018 for the following reasons:

EXECUTIVE MEETING:

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), a motion was made by Vice Chairperson Green-Gale and a second by Board Member Brittingham and passed to 3:0 enter into an Executive Session at 4:15 p.m. to conduct the following business:

To Review and Approve the Closed minutes of December 19, 2017

- On the motion of Board Member Brittingham and a second by Vice Chairperson Green-Gale, the Board approved the Closed Session minutes of December 19, 2017.

To Perform Administrative Functions

- Discussed student transportation concerns resulting in inclement weather conditions
- Reviewed and discussed potential updates to the Student Transportation Policy, #200-18. Updates will be presented at the February 07, 2018 Open Work Session.
- Discussed a student matter and that student's enrollment
- The Board discussed how recent inclement weather conditions have impacted transportation for Ewell students

To Discuss Personnel Matters - Section 3-305(b)(1)

- Received, reviewed and discussed the Human Resources Report in relation to new hires, retirees, resignations, and transfers
- Received and discussed other personnel issues in closed to preserve staff confidentiality.

To Discuss Matters Not Related to Public Business – Section 3-305 (b)(2)

- No items were discussed under this provision

To Consult with Counsel to Obtain Legal Advice - Section 3-305(b)(7)/To Consult with Staff, Consultants, or Other Individuals About Pending or Potential Litigation – Section 3-305 (b)(8)

- Received advice and updates from legal counsel on personnel matters, potential and pending litigation issues, an appeal and a MOU.
- Mr. Jeffers asked that Dr. Gaddis, Mr. Davis, Mrs. Bartemy and Ms. Tilghman be excused at 5:05 p.m. to allow the Board to discuss a pending litigation issue and an appeal.

To Discuss Contractual Negotiations – Section 3-305 (b)(14)

- The Board reviewed and discussed a spare bus purchase request

PRESENT AT THE CLOSED SESSION WERE: Board Members: Mr. Warner Sumpter, Ms. Margo Green-Gale, and Mr. Troy Brittingham, Jr.; 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.

ABSENT: Board Members, Mr. Robert Wells and Mrs. Penny Nicholson were absent from the meeting.

OLD BUSINESS

ADMINISTRATIVE FUNCTIONS

Policy #200-18, Student Transportation (A-Second Reader)

This item remained tabled.

Policy #600-45, Naloxone (Narcan) Administration (A-Second Reader)

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 3:0 to approve the Second and Final Reader of Policy #600-45, Naloxone (Narcan) Administration.

Voting for the Motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Brittingham

Voting Against the Motion: None

Absent: Board Member Nicholson and Board Member Wells

2018-2019 Academic School Calendar

On the motion of Board Member Brittingham and a second by Vice Chairperson Green-Gale, the Board voted 3:0 to table the 2018-2019 Academic School Calendar Draft B.

Voting for the Motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Brittingham

Voting Against the Motion: None

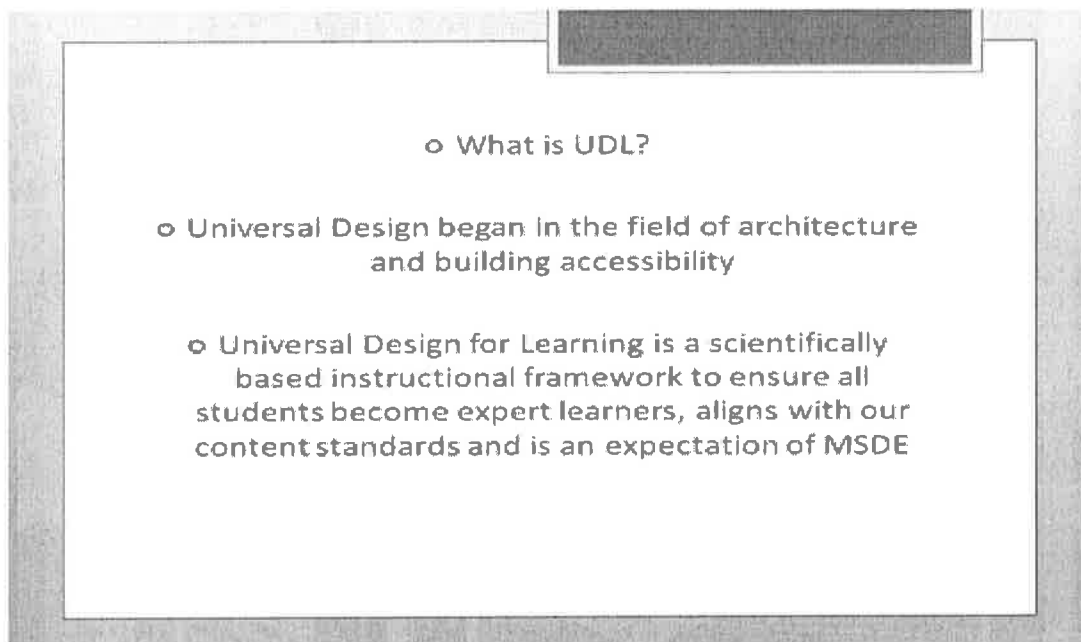
Absent: Board Member Nicholson and Board Member Wells

NEW BUSINESS

STUDENT ACHIEVEMENT

Universal Design for Learning (UDL) Professional Development Update

Mrs. Cheryl O'Neal, Supervisor of Special Education, shared a presentation with the Board on the Universal Design for Learning instructional framework used to improve and optimize teaching and learning for all people based on scientific insights on how individuals learn. A copy of the presentation is below.



Theme of UDL “Necessary for some; Good for all”



Why a Systemic Approach?

- All students would benefit
- Supervisors have been working very hard on providing Professional Development in content areas
- Leadership Team and Supervisors felt we needed to have consistent instructional expectations across the county
- UDL marries the highly regarded instructional strategies that were being used by various content areas and schools.

Saving Lives Inc.

- Dr. Al Thompson
- Ann Fontaine Lewis
- Beth Thompson
- Susan Nancarrow

Professional Development for Staff

- Teachers – Learning what UDL is and instructional strategies

2 Day UDL training	Offered at 3 different times during the summer
1 Day of UDL training	Once all staff returned to school

Each teacher who completed the initial training also received a copy of UDL Now!

3 Rounds of Planning and Learning Walks for Each School

- School Level Planning with Teachers
 - Each school will have three planning days with the Saving Lives Inc. staff throughout the course of the school year. Instructional facilitators and administrators were included in the planning so they are able to continue the coaching of their teachers
 - Identify barriers to learning and strategies to overcome those barriers for all students
 - Collaborate with their colleagues to incorporate multiple means of engagement, multiple ways of presenting content and multiple ways of expression

- Instructional facilitators and new teacher mentors will accompany a member of the Saving Lives team on Learning Walks shortly after the planning meeting
- During this walk they will visit classrooms to observe how teachers are doing with the UDL "Lookfors" that were discussed at the last planning meeting
- Each teacher will receive written feedback on the "Lookfors" identified during their last planning meeting
- Each teacher will receive feedback at least once before a building administrator joins the team

Leadership Team Training

- Supervisors, building administrators, instructional facilitators and new teacher mentors all received training that mirrored the teachers with additional professional development focusing on implementation

Next Steps

- 2018-2019
 - Train new teachers in UDL
 - Saving Lives will continue expanding the strategies and skill set of previously trained teachers and coach administrators and facilitators to provide feedback to teachers on the implementation of the UDL strategies
 - Expand professional development based on the needs identified by the leadership team

National Council of Teachers of Mathematics Conference (NCTM)

Somerset Intermediate School Math Teachers, Ms. Jessica Lysholm and Ms. Kayla DeVaughn shared a presentation with the Board on integrated math and science techniques used in the classroom to improve students' academic performances in math and science. Both teachers attended the NCTM Conference with teachers from all over the State of Maryland to share and learn the different techniques that can be used.

Dr. Gaddis emphasized that it is very important to have professional development included in the budget and extended kudos to Mrs. Brady.

Interdisciplinary Specials

Mr. Ted Gibson, Principal of Deal Island Elementary School, shared a presentation with the Board on Interdisciplinary Specials and academic achievement. Ms. Jennifer Jones, Media Specialist, physical education and fine arts teacher, shared information with the Board via prerecorded video. She informed the Board that Interdisciplinary Specials are when two or more subjects are combined into one lesson plan. For example, students in physical education are also given subject matter from language arts. They are giving exercises that may include rhyming words, poems and/or writing skills. Ms. Jones collaborates with the other teachers when developing lesson plans for the Interdisciplinary Specials Initiative.

ADMINISTRATIVE FUNCTIONS

MOU – Somerset Library System and Somerset County Public Schools

Dr. Gaddis distributed a copy of the Visual Library Card Agreement/MOU between the Somerset Library System and Somerset County Public Schools. The Board agreed that Board Attorney Jeffers would review and verify the security aspects of the MOU and report back to the Board before a vote could take place.

Spare Bus Purchase Request

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 3:0 to approve Mr. Henry Ward's spare bus purchase request.

Voting for the Motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Brittingham

Voting Against the Motion: None

Absent: Board Member Nicholson and Board Member Wells

MONTHLY FINANCE REPORTS

December 2017 Budget Expenditures - \$3,436,752

Mrs. Linda Johnson, Chief Finance Officer, presented the budget expenditures report for the month of December 2017. She stated that she is looking into implementing House Bill 1, Paid Sick Leave, into the budget. She also complimented the principals efforts in making thoughtful budget request as they plan for the next fiscal year's budget. Mrs. Johnson informed the Board that within the next three months, the school principal's or their designated representative will appear before the Board to present their top three budget requests.

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board unanimously voted to approve the \$3,436,752 Expenditures Report.

Food and Nutrition Services

Mrs. Johnson presented the Food and Nutrition Services Report. She reported that the meal count shows a decrease compared to this time last year due mainly because of the post Labor Day Start of school and days missed because of inclement weather. The current Food Service Budget deficit is \$98,000 but that amount will decrease once State reimbursements have been received.

PERSONNEL MATTERS

Ms. Whitelock, Supervisor of Human Resources shared the personnel report with the Board.

On the motion of Board Member Brittingham and a second by Vice Chairperson Green-Gale, the Board voted 3:0 to approve the Certificated Staffing Report.

Voting for the Motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Brittingham

Voting Against the Motion: None

Absent: Board Member Nicholson and Board Member Wells

Professional Separations:

Princess Anne Elementary School – Judy Center
➤ Jodi Parsons – Special Projects Coordinator
Washington Academy & High School
➤ Samantha Corbin – Special Education Teacher

Professional Transfer:

Amanda Richards	From Washington Academy & High School’s 8 th Grade Language Arts Teacher	To Crisfield Academy and High School’s 8 th Grade Social Studies Teacher
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Classified New Hire:

Greenwood Elementary School
➤ Jill Ross – Part Time School Nurse I

Classified Separations:

Washington Academy & High School
➤ Anthony Deshields – 12 Month Custodian

Classified Transfers:

Alicia Benton	From Paraprofessional at Princess Anne Elementary School	To Administrative Associate at the Central Office
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Negotiations Team

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 3:0 to approve the Negotiation Team Members.

Voting for the Motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Brittingham

Voting Against the Motion: None

Absent: Board Member Nicholson and Board Member Wells

ANNOUNCEMENTS

Chairperson Sumpter made the following announcement:

The Somerset County Board of Education will convene in an Open Regular meeting on Tuesday, February 20, 2018 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 Article of the Annotated Code of Maryland. 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.


SUPERINTENDENT AND BOARD MEMBER COMMENTS

- Board Member Brittingham commended the staff for the well organized and informational presentations and wished everyone a joyous rest of their school year.
- Vice Chairperson Green-Gale also commended the staff for the informational presentations and stated that she was amazed by the classroom techniques used by the teachers.
- Dr. Gaddis provided the Board with an update on the Governor's waiver requirements for missed school days, due to inclement weathers. He reported that if more days are missed Easter break will be shortened.

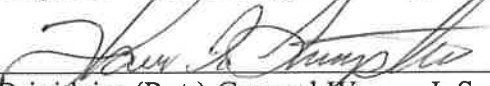
Dr. Gaddis informed the Board that the House Bill 1, Sick Leave for substitute teachers, has passed which will allow substitutes to earn one sick day for everyone thirty days worked.

- Chairperson Sumpter congratulated Vice Chairperson Green-Gale for being selected as the 2018 Martin Luther King, Jr. Monetary Honoree. She was presented the award at the MLK Celebration at the Wicomico County Youth and Civic Center. Chairman Sumpter also thanked SCPS staff for attending the celebration.

With no more business being brought before the Board, a motion was made by Vice Chairperson Green-Gale and a second by Board Member Brittingham to adjourn the meeting. The motion carried 3:0 at 7:18 p.m.



Dr. John B. Gaddis, Superintendent of Schools
Prepared by Recording Secretary, Melissa Tilghman



Brigidaire (Ret.) General Warner I. Sumpter
Board of Education Chairman