



## OPEN REGULAR SESSION

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

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

**1. Vice Chairperson Green-Gale called the meeting to order.**

- 2. PRESENT:** Board Members and Staff: Chairperson Penny Nicholson, Vice Chairperson Margo Green-Gale, Mr. Robert Wells and Mr. Troy Brittingham, Jr.; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, Mr. Tom Davis; Board Attorney, Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary.

**ABSENT:** Mrs. Tracey Bartemy, Director of Schools was excused from the meeting.

**3. Chairperson Nicholson declared a quorum and called the meeting to order.**

**4. ADOPTION OF AGENDA**

On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board voted 4:0 to approve the adoption of the agenda as amended.

- Removed - Item 12-A1: Policy #200-18, Student Transportation
- Removed – Item 12-A4: Policy #600-18, Early School Admissions
- Removed – Item 12-B2: Educational Facilities Master Plan
- Added – Item 13-A3 – Special Education Staffing Report

**5. EXECUTIVE MEETING:**

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), on the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board unanimously voted to enter into an Executive Session at 4:10 p.m. to conduct the following business:

- a) To review and approve the Closed Meeting minutes of June 19, 2018
- b) To perform administrative functions
- c) To discuss personnel matters and review the personnel report - Section 3-305(b)(1)(i)(ii)
- d) To consult with counsel to obtain legal advice on personnel matters and legal matters, - Section - 3-305 (b)(7)
- e) To discuss negotiated contracts – Section 3-305 (b)(14)

**PRESENT:** Board Members: Chairperson Penny Nicholson, Vice Chairperson Margo Green-Gale, Mr. Robert Wells and Mr. Troy Brittingham, Jr.; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, and Mr. Tom Davis; Board Attorney Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary.



**ABSENT:** Mrs. Tracie Bartemy, Director of Schools was excused from the meeting.

**6. Staff and Citizen Recognition Reception 5:00 p.m. – 6:00 p.m.**

There were several individuals recognized for their dedicated commitment to the achievement of the Somerset County Public Schools.

- Brigadier General (Ret.) Warner Sumpter – Delegate Otto, Senator Mathis, Dr. Gaddis and the Board recognized Mr. Sumpter for his outstanding commitment to the betterment of rural areas and Somerset County Public Schools. Mr. Sumpter resigned from the Somerset County Board of Education in May 2018 to serve on the Maryland State Board of Education.
- The family of the late Mrs. Vicky Ford, Coordinator Supervisor of Special Education was present to accept a recognition award for Mrs. Ford honoring her dedicated and committed service to Somerset County Public School’s Special Education Department. Mrs. Cheryl O’Neal, Supervisor of Special Education shared some memorable moments of Mrs. Ford.
- Ms. Chelsea Johnson, former United Way Coordinator, was recognized for her leadership and commitment to the United Way Organization. Ms. Stacey McMichael, Resource Development Manager of United Way accepted Ms. Johnson’s award and presented plaques to Somerset County Public School facilities for their participation in United Way.
- Mr. George Todd, former SCPS employee was recognized for his dedicated service to SCPS serving as a teacher, vice principal, principal and energy manger. Mr. Todd’s diligent work as the Energy Manger saved SCPS over three million dollars.
- Mrs. Diana Drewer was recognized as the 2017-2018 Administrative Associate of the Year.
- Ms. Michelle Messick was recognized as Deal Island Elementary School’s 2018 Teacher of the Year and McEducator Award Recipient.
- Ms. Linda Kinhart was recognized as Woodson Elementary School’s McEducator Award Recipient.



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- Ms. Stephanie Sproul was recognized as Greenwood Elementary School’s McEducator Award Recipient.
- Mr. Joe Chelton, Computer Network Technician, was recognized as the SCPS 2018 Mid-Level Management Employee of the year.
- Ms. Stephanie Bell was recognized as SCPS 2018 Paraprofessional of the Year
- Ms. Shernita Boyd was recognized as SCPS 2018 School Nurse of the Year
- The following retirees were recognized and honored for their dedicated years of service to the Somerset County Public School System.
  - Ms. Michelle Gandolfi – Health and Physical Education Teacher
  - Ms. Nan Harrison – 1<sup>st</sup> Grade Teacher Princess Anne Elementary School
  - Ms. Linda Viens – Kindergarten Teacher at Princess Anne Elementary School
  - Ms. Karen Dize – Paraprofessional at Princess Anne Elementary School
  - Lynn Higgs - Administrative Office Associate II – Human Resources Central Office

**7. CALL TO ORDER - RECONVENED IN OPEN REGULAR SESSION – 6:00 P.M.**

**PRESENT:** Board Members; Chairperson Penny Nicholson, Vice Chairperson Margo Green-Gale, Mr. Robert Wells and Mr. Troy Brittingham, Jr.; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, Mr. Tom Davis; Mrs. Tracie Bartemy; Board Attorney Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary. Director of Schools, Mrs. Tracie Bartemy was excused from the meeting.

**8. PLEDGE OF ALLEGIANCE**

**9. PUBLIC PARTICIPATION**

**Public Comments**

None

**10. APPROVAL OF MINUTES**

On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board unanimously voted to table the Open Regular Meeting Minutes of June 19, 2018.



**ANNOUNCEMENT OF EXECUTIVE MEETING:**

Chairperson Nicholson announced that the Somerset County Board of Education met in an Executive Session on Tuesday, June 19, 2018 Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b). On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board unanimously passed to enter into an Executive Session at 4:08 p.m. to conduct the following business:

- On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale the Board unanimously voted to table the Closed Session minutes of June 19, 2018.
- **To Perform Administrative Functions**
- Discussed Student Transportation Policy

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

- Received, reviewed and discussed confidential personnel matters
- Reviewed and discussed the Personnel Report in order to protect individuals confidentiality and preserve the ability to attract applicants

**To consult with Counsel to Obtain Legal Advice - Section 3-305(b)(7)**

- Received advice and updates from legal counsel on personnel matters, legal matters, confidential matters and student transportation's vendor contracts

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

- Received a brief update on the status of Negotiations Contracts

**BOARD MEMBERS AND STAFF PRESENT:** Board Members: Chairperson Penelope Nicholson, Vice Chairperson, Ms. Margo Green-Gale, Mr. Robert Wells, and Mr. Troy Brittingham, Jr.; Superintendent of Schools, Dr. John B. Gaddis, and Deputy Superintendent of Schools, Mr. Tom Davis.; Board Attorney, Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary.

**ABSENT**

Director of Schools, Mrs. Tracie Bartemy, was excused from the meeting.



## 11. UNFINISHED BUSINESS

### ADMINISTRATIVE FUNCTIONS

#### **Policy #200-18, Student Transportation (First Reader)**

This item was removed from the agenda.

#### **Policy #500-11, Gifted and Talented (Second Reader)**

Upon the recommendation of the Superintendent, a motion was made by Board Member Wells and a second by Vice Chairperson Green-Gale to approve the revisions to Policy #500-11, Gifted and Talented. The motion carried 4:0.

#### **Policy #500-34, High School Course Requirements for Graduation (Second Reader)**

Upon the recommendation of the Superintendent, a motion was made by Board Member Brittingham and a second by Vice Chairperson Green-Gale to approve the Second Reader of Policy #500-.34, High School Course Requirements for Graduation. The motion carried 4:0.

#### **Policy #600-18, Early School Admissions (Second Reader)**

This item was removed from the agenda.

#### **2018-2019 Academic Calendar Change (Second Reader)**

Upon the recommendation of the Superintendent, a motion was made by Board Member Wells and a second by Board Member Brittingham to approve Draft D of the 2018-2019 Academic Calendar. The motion carried 4:0.

#### **2018-2019 School Start Times (Second Reader)**

On the motion of Board Member Brittingham and a second by Vice Chairperson Green-Gale, the Board approved the 2018-2019 school start times. The motion carried 4:0.

- Elementary Schools 8:55 AM—3:45 PM (*Early Dismissal 12:30pm*)
- Somerset Intermediate School 7:40 AM—2:20 PM (*Early Dismissal 11:30am*)
- Academy & High Schools, 7:30 AM—2:30 PM (*Early Dismissal 11:30 AM*)



## **FACILITIES AND CAPITAL PLANNING**

### **J.M. Tawes Construction Project**

Mrs. Daniele Haley, Supervisor of Facilities and Capital Planning, along with the White Oak Project Manager, submitted an update on the Tawes Construction Project. Mrs. Haley informed the Board that the project is 20% complete and work on the exterior portion of the project has begun. She reported that two days were lost due to inclement weather, but the completion of the facility is on target for July 1, 2019.

### **Educational Facilities Master Plan**

Removed – Approved as a First and Final Reader at the June 19, 2018 Board Meeting.

## **12. NEW BUSINESS**

### **ADMINISTRATIVE FUNCTIONS**

#### **Policy # 600-46, Sun Exposure**

Policy, #600-46, Sun Exposure Policy was submitted to the Board for review and discussion. The State has required school systems to develop a policy to communicate and enforce the safety precautions necessary to reduce student, staff and faculty exposure to UV (ultraviolet) radiation from the sun.

On the motion of Board Member Wells and a second by Board Member Brittingham, the Board unanimously voted to approve the First Reader of Policy #600-46, Sun Exposure.

#### **Spare Bus Purchase Requests**

On the motion of Board Member Wells and a second by Board Member Brittingham, the Board unanimously approved the following paid spare bus purchase requests:

- Mr. James Reese – Spare Special Education Bus
- Mr. DeWayne Terrell – Regular Spare Bus



### **Special Education Staffing Plan (First Reader)**

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board unanimously approved the First Reader of the Special Education Staffing Plan.

### **FACILITIES AND CAPITAL PLANNING**

#### **New Technical School Name Selection**

Mrs. Haley informed the Board that she was seeking approval to select a new name for the replacement J.M. Tawes Technology & Career Center as well as the entire campus located on the Tawes Campus Drive including the new CTE facility and the Somerset Intermediate School. She reported that members of the JMT Design Steering Committee, the teachers of the current J.M. Tawes building and SCPS Administrators and Supervisors worked together in naming the new technical school and the JMT campus.

On the recommendation of the Superintendent, a motion was made by Vice Chairperson Green-Gale and a second by Board Member Wells to approve grouping the location name of Somerset Intermediate School, the Board, and the J.M. Tawes Technology & Career Center to the J.M. Tawes Educational Campus.

On the recommendation of the Superintendent, a motion was made by Vice Chairperson Green-Gale and a second by Board Member Wells to name the new J.M. Tawes Technology & Career Center to the Somerset Technical High School. Board Member Brittingham requested the technical school be named the Somerset County Technical School.

On the motion of Vice Chairperson Green-Gale and a second by Board Member Wells, the Board unanimously voted to approve naming the new JMT facility, the Somerset County Technical High School.

#### **County Bike Path Mitigation Easement**

On the motion of Board Member Brittingham and a second by Board Member Wells, the Board unanimously agreed to approve the County Bike Path Mitigation Easement Agreement between the Board and the Somerset County Commissioners.



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**MONTHLY FINANCE REPORTS**

**June 2018 Budget Expenditures - \$4,114,605**

Mrs. Linda Johnson, Chief Finance Officer, presented the June 2018 Monthly Finance Report. She reported that the carryover fund balance is expected to be between \$235,000 to \$250,000 and that she would be seeking a budget transfer request at the August 21, 2018 Board Agenda.

On the motion of Board Member Wells, and a second by Board Member Brittingham, the Board unanimously voted to approve the \$4,114,605 expenditures report.

**Food and Nutrition Services**

Mrs. Johnson presented the Food and Nutrition Services Report. Mrs. Johnson stated that the end of year budget is expected to show a profit and that the Food Service Budget will now include more of the actual costs it takes to run the Food Services Department.

**PERSONNEL MATTERS**

**Personnel Report**

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

On the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board unanimously voted to approve the certificated personnel report.

**Professional New Hires:**

Greenwood Elementary School
➤ Tammy Procter – Instructional Facilitator
➤ Sydney Jaap – 3 <sup>rd</sup> Grade Reading/LA/Social Studies Teacher
➤ Caleb Muir – Physical Education Teacher
Washington Academy & High School
➤ Debbie Morton – Striving Readers Grant Coordinator





**Professional Separations:**

Greenwood Elementary School
<ul style="list-style-type: none"> <li>➤ Montine Garcia – Special Education Teacher</li> <li>➤ Melodi Power – Media Specialist</li> </ul>
Central Office
<ul style="list-style-type: none"> <li>➤ Jennifer McDorman – Mentor</li> </ul>
Washington Academy & High School
<ul style="list-style-type: none"> <li>➤ Marlene Parks – Science Teacher</li> </ul>
Somerset Intermediate School
<ul style="list-style-type: none"> <li>➤ Robert Hopkins – Assistant Principal</li> </ul>

**Ratification of Negotiated Agreements**

On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale the Board unanimously voted to approve the Negotiated Agreements for Unit II and Unit III. Present for the ratification and signing of the agreements were Mr. Ted Gibson, Mrs. Vestina Davis, Chairperson Nicholson and Dr. Gaddis.

**13. SUPERINTENDENT AND BOARD MEMBER COMMENTS**

- The Superintendent and the Board Members thanked everyone for attending, congratulated the award recipients and the retirees and encouraged everyone to enjoy their summer break.

**14. Announcement** – The Somerset County Board of Education will convene in an Open Regular meeting on Tuesday, August 21, 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.

**15. Adjournment**

With no more business being brought before the Board, a motion was made by Vice Chairperson Green-Gale and seconded by Board Member Brittingham to adjourn the meeting at 7:04 p.m. The motion carried 4:0.

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

Penelope Nicholson, Chairperson  
Board of Education