



OPEN REGULAR SESSION

TIME: 4:30 p.m.

Location: J.M. Tawes Career & Technology Center

1. **Chairperson Nicholson called the meeting to order.**
2. **BOARD AND STAFF MEMBERS PRESENT:** Board Members and Staff: Chairperson Penny Nicholson, Vice Chairperson Margo Green-Gale, Mr. Robert Wells, Mr. Troy Brittingham, Jr. and Mrs. Patti Monk; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, Mr. Tom Davis, Director of Schools, Mrs. Tracey Bartemy, Board Attorney, Mr. Fulton Jeffers and Ms. Melissa Tilghman, Recording Secretary.
3. **Chairperson Nicholson declared a quorum**
4. **ADOPTION OF AGENDA**

On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board voted 5:0 to approve the adoption of the agenda as amended.

➤ Removed - Item 12-A4 – School Board Meetings, Policy, #100-13

5. **EXECUTIVE MEETING:**

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), on the motion of Vice Chairperson Green-Gale and a second by Board Member Brittingham, the Board unanimously voted 5:0 to enter into an Executive Session at 4:38 p.m. to conduct the following business:

- a) To review and approve the Closed Meeting minutes of September 18, 2018
- b) To Discuss Personnel Matters - Section 3-305(b)(1)(i)(ii)
 - Review the personnel matters report for appointments, separations and transfers
- c) Consult with counsel to obtain legal advice on personnel matters and confidential legal matters, - Section - 3-305 (b)(7)
 - Receive advice and discuss legal matters
- d) To perform Administrative Functions
 - Discussion of confidential administrative matters

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

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



7. PLEDGE OF ALLEGIANCE

8. PUBLIC PARTICIPATION

Public Comments

None

Public Participation – Students, Staff, Citizen Recognitions

Ms. Randi Merritt, a Language Arts, Reading and Social Studies teacher at Somerset Intermediate School was selected as a recipient of the October 2018 Maryland Society for Education Technology Maryland State Digital Learning Showcase for her expertise in teaching effectively using technology in the classroom.

Somerset County Public Schools 2018-2019 Custodians of the Year

The following individuals were recognized for their outstanding work ethics and the pride exhibited in the maintenance and upkeep of their building facility:

- Mr. Donte Johnson – J.M. Tawes Technology & Career Center
- Mr. Delontae Ward – Crisfield Academy & High School
- Mr. Ernest Tilghman – Marion Sarah Peyton/Somerset Promise Academy

9. INTRODUCTION OF THE STUDENT BOARD REPRESENTATIVES/SCHOOL ACTIVITIES REPORTS

The Student Board Representatives presented their school activities’ reports from their respective reporting area and were thanked by the Board.

10. APPROVAL OF MINUTES

On the motion of Board Member Wells and a second by Vice Chairperson Green-Gale, the Board unanimously voted 5:0 to approve the Open Regular Meeting Minutes of August 21, 2018.

ANNOUNCEMENT OF EXECUTIVE MEETING:

Chairperson Nicholson announced that the Somerset County Board of Education met in an Executive Session on Tuesday, October 16, 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 voted to enter into an Executive Session at 4:08 p.m. to conduct the following business:

- **To Table the minutes of September 18, 2018**
- **To Discuss Personnel Matters - Section 3-305(b)(1)(i)(ii)**
 - Reviewed and discussed the personal matters report for appointments, separations and transfers
- **To consult with Counsel to Obtain Legal Advice - Section 3-305(b)(7)**
 - Received and shared advice and updates on confidential legal matters
- **To Perform Administrative Functions**
 - Discussed an open session agenda item
 - Discussed a contractual matter
 - Discussed administrative matters

BOARD MEMBERS AND STAFF PRESENT: Board Members: Chairperson Penny Nicholson, Vice Chairperson Margo Green-Gale, Mr. Robert Wells, Mr. Troy Brittingham, Jr. and Mrs. Patti Monk; Superintendent of Schools, Dr. John B. Gaddis, Deputy Superintendent of Schools, Mr. Tom Davis and Director of Schools, Mrs. Tracey Bartemy, Board Attorney Mr. Fulton Jeffers, and Ms. Melissa Tilghman, Recording Secretary. Mrs. Beth Whitelock, Supervisor of Human Resources was present for a portion of the meeting.

11. UNFINISHED BUSINESS

ADMINISTRATIVE FUNCTIONS

Policy #100-13, School Board Meetings (Second Reader)

Removed from Agenda

Policy #400-35, Green-Cleaning (Second Reader)

Motion – Vice Chairperson Green-Gale
Second – Board Member Brittingham

Result: The Board unanimously voted 5:0 to adopt Policy 400-35, Green-Cleaning

FACILITIES AND CAPITAL PLANNING



Somerset County Technical High School Update

Mrs. Daniele Haley, Supervisor of Facilities and Capital Planning, along with the White Oak Project Manager, Bill Moschler provided an update on the Somerset County Technical High School's construction status. Mrs. Haley reported that the outside of the facility will be completed within the next couple of months allowing for the construction to continue in the inside when the cold weather season begins. Mrs. Haley stated that the progress continues and the project's completion date remains July 1, 2019.

NEW BUSINESS

ADMINISTRATIVE FUNCTIONS

2018 TGM Financial Audit Report (Action)

Mr. Ron Hickman, TGM Auditor, presented the 2018 Audit Report. He reported that Somerset County Public Schools had a "Clean Audit", meaning there were no difficulties or major discrepancies. There will be a \$244,000 surplus in the FY2020 Budget. Mr. Hickman also reported that for the fifth straight year, the Food Services Budget has ended in a positive status. The Board members thanked Mr. Hickman for the report. Dr. Gaddis thanked Mrs. Johnson for doing an excellent job with the organization of her controls in the finance department.

Motion: Board Member Brittingham
Second: Vice Chairperson Green-Gale

Result: The Board unanimously voted 5:0 to accept the 2018 Financial Audit Report.

Policy #500-01, Instructional Goals and Learning Outcomes (First/Final Reader)

Motion – Board Member Wells
Second – Board Member Brittingham

Result: The Board unanimously voted 5:0 to approve the adoption of Policy #500-01, Instructional Goals and Learning Outcomes.

Policy #500-14, Acceptable Use of Information Systems and Technology Resources (First/Final Reading)



Motion – Board Member Wells
Second – Vice Chairperson Green-Gale

Result: The Board unanimously voted 5:0 to approve the adoption of Policy #500-14, Acceptable Use of Information Systems and Technology Resources.

Amended Spare Bus Purchase Request

Motion – Board Member Brittingham
Second – Vice Chairperson Green-Gale

Result: The Board voted 4:1 to reaffirm Mr. Coly Ward’s spare bus purchase request with an exception to the policy. Board Member Wells was in opposition of the spare bus purchase.

2018-2019 Academic Calendar Revisions

Due to the two days already missed as a result of inclement weather, Dr. Gaddis thought it would be a proactive local measure to get at the forefront and begin making up missed school days beginning with November 21, 2018 by making it a ½ early dismissal day instead of a school closure as originally approved. Last year Somerset County Public Schools was denied a waiver by the State for the excessive days missed due to inclement weather and the school year was extended.

Motion – Board Member Wells
Second – Board Member Brittingham

Result: The Board unanimously voted 5:0 to approve the revised 2018-2019 Academic Calendar.

STUDENT ACHIEVMENT

Summer Youth Employment Program

Mrs. Kim Bozman, JMT Guidance Counselor shared a presentation on Somerset Youth Employment Programs. The Summer Youth Employment Program served 24 students in the Summer Youth Connections Program and the Rural Prosperity Grant. The Summer Youth Connections Program serves students that are low income, have a disability, basic skills deficient, homeless or in foster care, parenting or pregnant and are between the ages of 14 and 15.



The Rural Prosperity Grant serves students between the ages of 14-24 and is designed to improve the quality of life, health, education and employment for the people in our region and their communities. Community Partnerships made the program a success and provided job employment on various levels and at various worksites. Of the 24 students, ten of them worked in areas of their program of study at J.M. Tawes Technology & Career Center of which five were offered positions to continue after the summer grant program ended.

Families Involved in Environmental Learning Discovery

Mrs. Karen Karten, Judy Center Coordinator shared a presentation with the Board on the Families Involved in Environmental Learning Discovery. Somerset County Public Schools received a grant in partnership with the Ward's Museum to develop an innovative project to increase family engagement activities that involved the utilization of locations around Somerset County. These locations provided children and their families the opportunity to engage in environmental activities such as hiking, recycling, apple picking and fishing to name a few. All activities were connected to literacy and math. There were a total of 111 children that participated and 75 adults. The Board thanked Mrs. Karten for the information.

FACILITIES AND CAPITAL PLANNING

FY2020 Capital Improvement Plan (First Reader)

Ms. Haley reported that a draft of the FY2020 Capital Improvement Plan was submitted to the Maryland Public Construction Commission for review on October 4, 2018. She stated that the next facilities' project will be aimed at addressing projects for the elementary school facilities in the northern end of the County. Dr. Gaddis stated that no decisions have been made, and will not be made, until community conversations and discussions are held. State facility utilization standards, capacity data and operational costs will be presented and discussed during the community conversations

Motion: Board Member Wells
Second: Board Member Brittingham

Result: The Board unanimously voted 5:0 to approve the First Reader of the FY2020 Capital Improvement Plan.



MONTHLY FINANCE REPORTS

September 18, 2018 Budget Expenditures - \$4,065,147

Mrs. Linda Johnson, Chief Finance Officer, presented the September 18, 2018 Monthly Finance Report. She reported that the current budget is 25% complete.

Motion: Board Member Wells
Second: Board Member Brittingham

Result: The Board unanimously voted 5:0 to approve the September 2018 Expenditures Report.

Food Services Report

Mrs. Johnson presented the Food Service Report to the Board. She reported that due to the delayed school start date and the days students lost due to inclement weather, the current budget balance is in the negative of \$172,215. She reported that once reimbursements are received from the State that deficit will decrease significantly.

Mrs. Johnson informed the Board that Mr. David Scott, the new Food Services District Manager has been doing a great job.

PERSONNEL MATTERS

Personnel Report (Certificated Personnel)

Motion: Board Member Brittingham
Second Board Member Wells

Result: The Board unanimously voted 5:0 to approve the Human Resources Report for certificated personnel.

Professional New Hires:

Carter G. Woodson Elementary School
➤ Karen Kimlel – Infant/Toddler Teacher – Woodson Elementary School



Professional Transfers:

Cindy B. Taylor	From Special Education Teacher at Somerset Intermediate School	To Special Education Transition Teacher at J.M. Tawes Technology and Career Center
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Classified New Hires:

Carter G. Woodson Elementary School
➤ Brandy Holland – Pre-Kindergarten Paraprofessional
Greenwood Elementary School
➤ Troy Brittingham, Sr. – 12 Month Custodian
Judy Center
➤ Michelle Lidinsky – Administrative Associate
Washington Academy & High School
➤ Lisa Upman – One on One Paraprofessional

12. SUPERINTENDENT AND BOARD MEMBER COMMENTS

- Vice Chairperson Green-Gale thanked the Student Board Representatives for their informational reports. She commended the Summer Youth Employment Program’s impact on Somerset County Public School’s Youth. She expressed her passion for education and stated she is overjoyed by all the positive and good things going on in Somerset County School System.
- Board Member Monk thanked the staff and students for their informational presentations and reports.
- Board Member Brittingham thanked Student Board Representatives and congratulated the staff on their achievement awards.
- Board Member Wells dittoed previous statements and expressed his gratefulness to have been a parent of students attending Somerset County Public Schools and a member of the Somerset County community.
- The Student Board Representatives commended staff for their role in the Environmental Literacy Discovery activities and the Summer Youth Employment Programs.
- Board Nicholson stated that she is very proud of the Somerset County Public School System and thanked the staff and students for their accomplishments.
- Dr. Gaddis reported that it was exciting to attend the Maryland Teacher of the Year Ceremony where, Dr. Richard Warren Jr. was selected as the Maryland Teacher of the Year. Dr. Warren is a teacher and mentor at Crisfield Academy & High School. He



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informed the Board that due to the diligent work of the Mrs. Haley and local superintendents, the State has revamped the security funding formula and will be providing an additional \$200,000 for security updates. This is in addition to the \$38,000 already received. Dr. Gaddis also thanked Mrs. Vestina Davis, SEA President, for attending the meeting and encouraged everyone to vote yes, in an effort to have casino monies transferred over by the State to fund education.

- The Governor announced that there is a safety tip hotline to report suspected current or future crisis events that may affect the safety or well-being of Maryland students. The center will look at the tip provided, evaluate it and notify local administration who will then notify the authorities. A link will be posted to the Somerset County Public School website to gain access to the site or you can go to www.safeschoolsmd.org.
- Dr. Gaddis stated that Somerset County Public Schools staff have made students their priority and the word is spreading. Dr. Gaddis commended the staff and the students for the positive success happening within the school system.

13. Announcement – The Somerset County Board of Education will convene in an Open Regular meeting on Tuesday, November 20, 2018 at the J.M. Tawes Career & Technology Center at 4:30 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.

14. Adjournment

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 at 7:43 p.m. The motion carried 5:0.

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

Penelope Nicholson, Chairperson
Board of Education