



OPEN REGULAR SESSION

TIME: 4:00 p.m.

Location: J.M. Tawes Career & Technology Center

1. Chairperson Sumpter called the meeting to order

- 2. PRESENT:** Board Members: Chairperson Warner Sumpter, Vice Chairperson Margo Green-Gale, Mrs. Penny Nicholson 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. Mrs. Tracie Bartemy, Director of Schools entered the closed meeting at 4:15 p.m.

ABSENT: Board Member Robert Wells

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

4. ADOPTION OF AGENDA

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

- Added – Item 3-305 (b)(14) Vendor Contracts was added to the Executive Session

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 Nicholson, the Board voted 4:0 to enter into an Executive Session at 4:08 p.m. to conduct the following business:

- a) To review and approve the Closed Meeting minutes of March 20, 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 vendor contracts – Section 3-305 (b)(14)

PRESENT FOR THE EXECUTIVE SESSION: Board Members: Chairperson Warner Sumpter, Vice Chairperson Margo Green-Gale, Mrs. Penny Nicholson 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. Mrs. Tracie Bartemy, Director of Schools entered the meeting at 4:15 p.m.

ABSENT: Board Member Robert Wells



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

PRESENT: Board Members; Chairperson Warner Sumpter, Vice Chairperson Margo Green-Gale, Mrs. Penny Nicholson 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. Mrs. Tracie Bartemy, Director of Schools entered the closed meeting at 4:15 p.m.

ABSENT: Board Member Robert Wells

7. PLEDGE OF ALLEGIANCE

8. PUBLIC PARTICIPATION

Public Comments

None

Students/Staff/Citizens Recognitions

Shoreway to College

Ms. Darlene Taylor, Executive Director of It Takes A Village and the Help Our Children Program, shared information with the Board in regards to an overnight college tour for 7th – 9th graders on April 27, 2018 and April 28, 2018 to Towson and Morgan State Universities. The tours were orchestrated through the Shoreway to College Program, which is a program between It Takes a Village to Help Our Children and Somerset County Public Schools. The Board thanked Ms. Taylor for the information.

2018 Carson Scholars

Dr. Gaddis and Chairperson Sumpter awarded several students for being selected recipients of the 2018 Ben Carson Scholar Award.

2018 School Nurses of the Year Recognitions

The following individuals were recognized for their exceptional services to the staff and students of Somerset County Public Schools:



- Gloria Jones – Deal Island Elementary School
- Susan Bagley – Carter G. Woodson Elementary School
- Shernita Boyd – Princess Anne Elementary School

9. STUDENT BOARD MEMBERS’ ACTIVITIES REPORTS

The Student Board Representatives from Washington and Crisfield Academy & High Schools were excused from the meeting to attend previously planned school activities but submitted written reports for the Board’s review.

10. APPROVAL OF MINUTES

On the motion of Vice Chairperson Green-Gale and a second by Board Member Nicholson, the Board voted to approve the Open Work Session Minutes of February 07, 2018. The motion carried 4:0.

On the motion of Board Member Nicholson and a second by Vice Chairperson Green-Gale, the Board voted 4:0 to table the minutes of March 20, 2018.

11. ANNOUNCEMENT OF CLOSED MEETING:

Chairperson Sumpter announced that the Somerset County Board of Education met in an Executive Session on Tuesday, April 17, 2018.

12. EXECUTIVE MEETING:

Pursuant to the Annotated Code of Maryland, **General Provisions Act**, 3-305(b), a motion was made by Vice Chairperson Green-Gale, seconded by Board Member Nicholson, and unanimously passed to enter into an Executive Session at 4:08 p.m. to conduct the following business:

To approve the minutes of March 20, 2018

- On the motion of Board Member Brittingham and a second by Board Member Nicholson, the Board voted 4:0 to approve the Closed Session minutes of March 20, 2018.

To Perform Administrative Functions

- Discussed the development of a building naming 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



To consult with Counsel to Obtain Legal Advice - Section 3-305(b)(7) and To Consult with Staff, Consultants, or Other Individuals on potential or pending litigation – Section 3-305 (b)(8)

- Received advice and updates from legal counsel on personnel matters, legal matters, and confidential matters

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

- The Board reviewed and discussed the Board’s process in contracting with vendors
- Discussed awarding vendor contracts

BOARD MEMBERS PRESENT: Board Members: Chairperson Warner Sumpter, Vice Chairperson, Ms. Margo Green-Gale, and Mr. Troy Brittingham, Jr.; Board Members. Mr. Robert Well was absent from the closed meeting; 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. Mrs. Linda Johnson, Chief Finance Officer was present for a portion of the meeting.

13. UNFINISHED BUSINESS

ADMINISTRATIVE FUNCTIONS

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

On the motion of Board Member Nicholson and a second by Vice Chairperson Green-Gale, the Board voted 3:0 to approve the Second Reader of Policy #200-18, Student Transportation.

Board Member Brittingham made a motion to amend the policy and add the requirement that any bus contractor must possess a CDL. Vice Chairperson Green-Gale seconded the motion.

Discussion: Board Member Brittingham reiterated that any individual seeking to become a bus contractor should possess a CDL. Upon further discussion regarding the change to the policy, Vice Chairperson Green-Gale rescinded her second to Board Member Brittingham’s motion to amend Policy #200-18, Student Transportation.

The original motion to approve Policy #200-18, Student Transportation, was approved as presented. The motion carried 3:0



Voting for the motion: Chairperson Sumpter, Vice Chairperson Green-Gale and Board Member Nicholson

Voting Against the Motion: Board Member Brittingham

Absent: Board Member Wells

Head Start and Crisfield Academy & High School’s Lease Agreement/ Subrecipient Agreement – Head Start and Crisfield Academy & High School

On the motion of Board Member Nicholson and a second by Board Member Brittingham, the Board voted 4:0 to approve the Lease Agreements with Somerset County and Head Start.

14. NEW BUSINESS

ADMINISTRATIVE FUNCTIONS

Policy #400-34, Building Naming Policy (First Reader)

On the motion of Board Member Brittingham and a second by Vice Chairperson Green-Gale, the Board voted to approve the First Reader of Policy #400-34, Building Naming Policy. The motion carried 4:0.

Policy #700-07, Personnel Records, Data Storage and Destruction (First Reader)

On the motion of Board Member Nicholson and a second by Board Member Brittingham, the Board voted to approve the First Reader of Policy #700-07, Personnel Records, Data Storage and Destruction. The motion carried 4:0.

Approval of Grass Cutting Bid/Ground Maintenance Contractor (First Reader)

On the motion of Board Member Nicholson and a second by Vice Chairperson Green-Gale, the Board voted to table the request to approve the Grass Cutting/Ground Maintenance Contractor to allow the Board to conduct further discussion. The motion carried 4:0.

Approval of Bus Contractors

On the motion of Vice Chairperson Green-Gale and a second by Board Member Nicholson, the Board voted to approve awarding the contract for bus #10 to Mr. Russell “Kevin” Massey. The motion carried 4:0



On the motion of Board Member Brittingham and a second by Board Member Nicholson, the Board vote to approve awarding the contract for bus #20 to Mrs. Benita Tilghman. The motion carried 4:0.

STUDENT ACHIEVEMENT

Skills USA Competition and Team Update.

Due to the excused absence of Mr. Azbel, HVAC Instructor and Mr. Keith O'Neal, J.M. Tawes Career and Technology Center's Principal, Mr. Tom Davis presented the Skills USA Competition and Team Update. He reported that forty-nine students participated in the competition. There were fourteen students that won medals, two won gold medals and there was a culinary arts winner. Three of the winning students will advance to the National Skills USA Competition in Louisville, Kentucky.

Princess Anne Elementary School's Wide Reading Goals

Mrs. Cortney Monar, Principal and Mr. George Klein, Vice Principal, both from Princess Anne Elementary School shared a presentation with the Board on their school's grade level Lunch and Learns Program. This is a new program built on the concept of holding *Lunch and Learns* for parents. This was suggested by one of our parents whom attended a School Improvement Meeting. The first *Lunch and Learns* took place at the beginning of the third quarter. The purpose of a *Lunch and Learn* is to educate parents on the skills and concepts being taught during the upcoming quarter in a "free working lunch format." Parents are provided with standards, focus concepts, and resources to use at home to reinforce skills being taught at school.

FACILITIES AND CAPITAL PLANNING

J.M. Tawes Construction Project Update

Mrs. Daniele Haley, Supervisor of Facilities and Capital Planning and Bill Moschler, Project Manager of Oak Contracting, LLC presented an update on the J.M. Tawes Construction Project. Mrs. Haley reported that the improved weather this month has been beneficial for the continued progress of the construction. Mr. Moschler provided updates on sitework, security, uses and disposal of organic materials, and the contract workers.



MONTHLY FINANCE REPORTS

March 2018 Budget Expenditures - \$3,605, 056

Mrs. Linda Johnson, Chief Finance Officer, stated that she and staff are continuing to work on balancing the FY2019 Proposed Budget with a current shortage of approximately \$200,000. She presented the expenditures report for the month of March 2018 and informed the Board that 90% of the budget has been either spent or allocated.

On the motion of Chairperson Green-Gale and a second by Board Member Brittingham, the Board voted 4:0 to approve the \$3,605,056 Expenditures Report.

Food and Nutrition Services

Mrs. Johnson presented the Food and Nutrition Services Report. She reported that the current Food Service Budget deficit is \$117,323 but that amount will decrease once State reimbursements have been received. Mrs. Johnson stated that the year end budget is expected to show a profit.

Inter-Category Budget and Budget Amendment

On the motion of Board Member Brittingham, and a second by Board Member Nicholson, the Board voted to approve Mrs. Johnson's submission of the Inter-Category Budget Transfer Requests. The motion carried 4:0.

PERSONNEL MATTERS

Personnel Report

Mrs. Beth Whitelock, Supervisor of Human Resources presented the Human Resources Report for classified staff to the Board for review only.

SUPERINTENDENT AND BOARD MEMBER COMMENTS

- Board Member Brittingham thanked everyone for attending the meeting and encouraged staff to keep up the good work.
- Vice Chairperson Green-Gale thanked everyone for attending and commended the staff and principals for their informative reports. She also commended the students



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- Board Member Nicholson, thanked and commended the staff, students and principals for their informative reports and their instructional work.
- Dr. Gaddis stated that Somerset County has a lot of dedicated staff and has been doing great things for the students of the SCPS. He expressed that Somerset's schools face a lot of challenges, but continue to grow academically.
- Chairperson Sumpter thanked everyone for attending and encouraged staff and attendees to visit the MABE website to view the various resolutions that have passed Legislation. He will continue to work with MABE and State Legislators to help meet the needs of Somerset County students.

15. Announcement – The Somerset County Board of Education will convene in an Open Regular meeting on Tuesday, June 19, 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.

16. Adjournment

With no more business being brought before the Board, a motion was made by Board Member Brittingham seconded by Vice Chairperson Green-Gale and unanimously passed to adjourn the meeting at 7:30 p.m.

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

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