



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, 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 and Board Attorney, Mr. Fulton Jeffers. Ms. Melissa Tilghman, Recording Secretary and Vice Chairperson Green-Gale were excused from the meeting.
3. **Chairperson Nicholson declared a quorum**
4. **ADOPTION OF AGENDA**

On the motion of Board Member Wells and a second by Board Member Brittingham, the Board voted 4:0 to approve the adoption of the agenda as amended.

➤ Addition: Item 13-A1 – Changed Personnel Report from Action to Informational

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 Board Member Brittingham, the Board unanimously voted 4:0 to enter into an Executive Session at 4:35 p.m. to conduct the following business:

- a) To review and approve the Closed Meeting minutes of October 16, 2018 as amended
- 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, 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 and Board Attorney, Mr. Fulton Jeffers. Ms. Melissa Tilghman, Recording Secretary and Vice Chairperson Margo Green-Gale were excused from the meeting.



7. PLEDGE OF ALLEGIANCE

8. PUBLIC PARTICIPATION

Public Comments

None

Public Participation – Students, Staff, Citizen Recognitions

2018 – 2019 Food and Nutrition Services Employees of the Year

The following individuals were recognized for their outstanding performance and diligent work ethics. They were thanked by Dr. Gaddis and the Board for their exhibition of pride and professionalism in the Somerset County Public School System.

- Laurie Sterling – Carter G. Woodson Elementary School
- Mary Jackson – Crisfield Academy & High School
- Debbie White – Deal Island Elementary School
- Jennifer Parks – Greenwood Elementary School
- Vicki Stup – Princess Anne Elementary School

2019 Maryland Teacher and Superintendent of the Year

Mr. Bill Reddish, Community Liaison for Congressman Andy Harris attended the meeting to recognize the 2019 Maryland Teacher of the Year, Dr. Richard Warren and the 2019 Maryland Superintendent of the Year, Dr. John B. Gaddis. Mr. Reddish presented both with a Certificate of Special Congressional Recognition and thanked Dr. Gaddis and Dr. Warren for a job well done. He commended Dr. Gaddis for the outstanding job he has done as Superintendent of the Somerset County Public School System and stated that he looks forward to viewing the superintendent’s “Snow Videos” this winter.

Mr. Reddish stated that Congressman Harris is pleased to have for the first time in history, a Maryland Teacher and Superintendent of the Year at the same time.

9. STUDENT BOARD REPRESENTATIVES SCHOOL ACTIVITIES’ REPORTS

The Washington Academy & High School report was presented by Mrs. Jill Holland, Supervisor of Instructional Technology. The representative from Crisfield Academy & High School reported on the activities from the southern end of county.



10. APPROVAL OF MINUTES

On the motion of Board Member Wells and a second by Board Member Brittingham, the Board unanimously voted 4:0 to approve the Open Regular Meeting Minutes of October 16, 2018 as amended.

11. ANNOUNCEMENT OF EXECUTIVE MEETING:

Chairperson Nicholson announced that the Somerset County Board of Education met in an Executive Session on Tuesday, November 20, 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 Board Member Brittingham, the Board unanimously voted to enter into an Executive Session at 4:38 p.m. to conduct the following business:

- **Approved the minutes of September 18, 2018 and October 16, 2018 minutes as amended.**
- **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 and appeals
- **To Perform Administrative Functions**
 - Discussed an open session agenda item
 - Discussed confidential administrative matters

BOARD MEMBERS AND STAFF PRESENT: Board Members: Chairperson Penny Nicholson, 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, and Board Attorney Mr. Fulton Jeffers. Vice Chairperson Green-Gale and Ms. Melissa Tilghman, Recording Secretary were excused from the meeting.



12. UNFINISHED BUSINESS

FACILITIES AND CAPITAL PLANNING

FY2020 Capital Improvement Plan (Second Reader)

Motion: Board Member Wells
Second: Board Member Brittingham

Result: The Board voted 4:0 to approve the Second Reader of the FY2020 Capital Improvement Plan.

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 interior construction is progressing and preapproved tours of the building continues.

Mr. Moschler stated that inclement outside weather should not interfere with the progress of construction and the completion date of the technical school remains July 1, 2019.

NEW BUSINESS

ADMINISTRATIVE FUNCTIONS

Out of State field Trip Request (Information)

Dr. Gaddis introduced Washington Academy & High School's Government Teacher, Ms. Vestina Davis. She, along with Mrs. Chantal Russum, WAHS Principal are requesting field trip approval to the Grand Canyon.

Board Member Wells questioned liability insurance coverage and students' eligibility to attend. A maximum of 40 students in grades 9 – 12 from Crisfield and Washington Academy and High Schools will be eligible to attend. Raffles and fundraisers through local businesses will be held to help reduce the students' cost of the trip. Ms. Davis informed the Board that the students will be performing hands-on activities about the Grand Canyon during the 1930's Depression Era.



STUDENT ACHIEVEMENT

Instructional Technology & Communications

Mrs. Jill Holland, Instructional Technology Supervisor, shared a presentation with the Board highlighting the advanced instructional technology programs integrated into the curriculum. She reported that promethean boards are being replaced by Clear Touch Interactive Computer Software. To date, the following interactive software programs are being utilized to increase student achievement:

- Flocabulary – A mixture of music, poetry and video engaged vocabulary lessons
- PebbleGo – Interactive elementary database used for research
- Wixie – Elementary level interactive presentation program
- J Stor – Secondary level research database
- Student Produced Digital Productions

In response to Board Member Brittingham’s concern on veteran teachers’ use of the interactive digital programs, Mrs. Holland stated that the software is very user friendly and the veteran teachers have been able to catch on quick.

Purposeful Centers

Mrs. Cortney Monar, Principal at Princess Anne Elementary School, reported on the effective use of Purposeful Centers at PAES. She reported that the centers were designed to allow students to play at recess as well as continue learning. Teachers have collaborated to design and create meaningful indoor play and interactive instructional learning tools.

FACILITIES AND CAPITAL PLANNING

Capital Improvement Plan Presentation (Information)

Mrs. Daniel Haley, shared a presentation with the Board on the options being discussed to alleviate overcrowding at the elementary schools at the northern end of the county and the intermediate school. Renovations and/or the construction of a new elementary school may be necessary. Mrs. Haley reported that several schools are over capacitated while others are underutilized. Dr. Gaddis stated that the presentation only contains options and many meetings and community input sessions will be held over the next few years before moving forward and thanked Mrs. Haley for the information presented.



MONTHLY FINANCE REPORTS

October 2018 Budget Expenditures - \$3,800,991

Mr. Davis presented the October 2018 Monthly Finance Reports. He reported that the budget process has begun and school budget requests will be brought before the Board in February 2019.

Motion: Board Member Wells
Second: Board Member Brittingham

Result: The motion carried 4:0 to approve the October 16, 2018 Expenditures Report.

Food Services Report

Mr. Davis presented the Food Service Report to the Board. He 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 \$167,922.00. He reported that once reimbursements are received from the State that deficit will decrease significantly.

PERSONNEL MATTERS

Personnel Report (Non Certificated Personnel)

The Personnel Report was presented to the Board for informational purposes only.

Policy 700-17 (First Reader)

Motion: Board Member Brittingham
Second: Board Member Wells

Result: The Board voted 4:0 to approve the First Reader of Policy #700-17, Personnel Practices Administrative and/or Supervisory Positions



13. SUPERINTENDENT AND BOARD MEMBER COMMENTS

- Board Member Brittingham thanked everyone for their reports and the schools' staff for making his visits during American Education Week a great experience. He wished everyone a Happy Thanksgiving.
- Board Member Monk thanked staff for the informative student achievement reports.
- Board Member Wells apologized for not attending American Education Week. He was involved in a Career Technology Fire Academy Emergency Training and excited that two students enrolled in the program from the J.M. Tawes Career & Technology Center had passed the first part of the program. He wished everyone a Happy and safe Thanksgiving.
- Chairperson Nicholson dittoed the previous Board comments and stated that she was looking forward to visiting the schools in December.
- Dr. Gaddis congratulated Ms. Green-Gale, Mr. Wells and Mrs. Nicholson for retaining their Board seats. He thanked everyone for their hard work in the betterment of the Somerset County Public School System and wished everyone a Happy and safe Thanksgiving.

14. Announcement – The Somerset County Board of Education will convene in an Open Regular meeting on Tuesday, December 18, 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.

15. Adjournment

With no more business being brought before the Board, a motion was made by Board Member Wells and a second by Board Member Brittingham to adjourn the meeting at 7:43 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