

SOMERSET COUNTY PUBLIC SCHOOLS, WESTOVER, MARYLAND

April 19, 2011

TO: Chairman & Members - Board of Education

FM: Karen-Lee N. Brofee, Superintendent

The Somerset County Board of Education will conduct an open work session at 4:30 p.m to discuss the 2012 Budget and facilities items and an executive session at 6:00 p.m. at the J. M. Tawes Technology & Career Center, **Tuesday, April 19, 2011** to discuss personnel and legal matters as permitted by the Maryland Open Meetings Act S 10-508(a)(9) of the State Government Article. The regular open session of the Board at the J. M. Tawes Technology & Career Center, **April 19, 2011** will convene at **7:00 p.m.**

REGULAR SESSION AGENDA

A G E N D A

1. Call to OrderChairman Sumpter
2. Roll Call.....Ms. Tilghman
3. Declaration of Quorum.....Chairman Sumpter
4. Pledge of Allegiance.....Chairman Sumpter
5. Approval of MinutesChairman Sumpter
 - **Meetings of March 15, 2011 (Open Work Session and Regular Session)**
 - **Announcement of Closed Session Meeting**
6. Adoption of Agenda.....Chairman Sumpter
7. Student Board Members Activities Reports..... Miss Elmore and Miss Sturgis
 - WHS Lunch Survey
8. United Way Campaign..... Mr. Bloodsworth
 - Aaron Reid
9. Skills USA Competition Mr. Webster
10. Public ParticipationChairman Sumpter
11. **OLD BUSINESS**
 - A. **Facilities and Transportation**
 1. Advertisement of Route #3 Mr. Daugherty
(See Tab 11-A1)

- 2. Approval of New Bus PurchaseMr. Daugherty
 - Charles Fisher
 (See Tab 11-A2)

B. Response to Football Request forMr. Webster
 Crisfield Academy and High School
 (See Tab 11-B)

C. Human Resources

- 1. Job DescriptionsMr. Lawson
 (See Tab 11-C1)
 - Director of Transportation and Facilities
 - Director of Finance
 - Human Resources Generalist
- 2. Whistle Blower PolicyDr. Brofee
 (See Tab 11-C2)
- 3. Staffing 2011-2012.....Dr. Brofee
 (See Tab 11-C3)

D. Student Services

- 1. Uniform Update InitiativeMs. McLaughlin
 (See Tab 11-D1)

12. NEW BUSINESS

A. Finance

- 1. Superintendent’s Budget Proposal 2012Dr. Brofee
 (See Tab 12-A1)
- 2. Monthly Finance Report.....Ms. Miller
 (See Tab 12-A2)
- 3. Food Service ReportMs. Miller
 (See Tab 12-A3)

B. Facilities and Transportation

- 1. Award of Contract for the Demolition.....Mr. Daugherty
 Of the Waste Water Treatment Plant
 (See Tab 12-B)

C. Human Resources

- 1. Job DescriptionMr. Lawson
 (See Tab 12-C1)

- Human Resources Associate
- Secondary Technology Instructional Facilitator

2. New Hires, Retirees, and ResignationsMr. Lawson
(See Tab 12-C2)

13. Superintendent Search Update.....Chairman Sumpter

14. Superintendent & Board Member Comments

15. May 2011 – On April 26, 2011 the Board will hold a Public Hearing on the Proposed Budget 2012 at 6:00 p.m. at the J.M. Tawes Technology and Career Center. On Tuesday May 17, 2011 the Board will convene in an open work session at 5:00 p.m. to discuss Capital Projects and the proposed 2012 Budget, a closed session at 6:00 p.m. and in an open regular session meeting at 7:00 p.m. at the J.M Tawes Technology and Career Center.

16. Adjournment