

# SOMERSET COUNTY PUBLIC SCHOOLS, WESTOVER, MARYLAND

May 24, 2011

**TO:** Chairman & Members - Board of Education

**FM:** Karen-Lee N. Brofee, Superintendent

The Somerset County Board of Education will meet in a closed session at 6:00 p.m. at the J. M. Tawes Technology & Career Center, **Tuesday, May 24, 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 at the J. M. Tawes Technology & Career Center, **May 24, 2011** will convene at **7:00 p.m.**

## REGULAR SESSION AGENDA

### A G E N D A

1. Call to Order .....Chairman Sumpter
2. Roll Call.....Ms. Tilghman
3. Declaration of Quorum.....Chairman Sumpter
4. Pledge of Allegiance.....Chairman Sumpter
5. Approval of Minutes .....Chairman Sumpter
  - **Budget Work Session on April 26, 2011**
  - **Meetings of April 19, 2011 (Open Work Session and Regular Session)**
  - **Announcement of Closed Session Meeting**
6. Adoption of Agenda.....Chairman Sumpter
7. Student Board Member Activities Report and Recognition ..... Miss Sturgis
8. United Way Campaign..... Mr. Bloodsworth
  - Aaron Reid
9. Public Participation .....Chairman Sumpter
10. **OLD BUSINESS**
  - A. Facilities and Transportation**
    1. Change Orders.....Mr. Daugherty  
(See Tab 10-A1)
    2. Route #3 Contract Approval .....Mr. Daugherty  
(See Tab 10-A2)
  - B. Human Resources**

1. Job Descriptions .....Mr. Lawson  
(See Tab 10-B1)
  - Human Resources Associate
  - Secondary Technology Instructional Facilitator
2. Policy #700-09, Professional Duties and Responsibilities .....Dr. Brofee  
(Whistle Blower) (See Tab 10-B2)
3. Retiree Health Insurance .....Ms. Miller  
(See Tab 10-B3)

**C. Student Service**

1. Uniform Initiative for the High Schools .....Ms. McLaughlin  
(See Tab 10-C1)

**11. NEW BUSINESS**

**A. Finance**

1. Approval of the Superintendent’s 2012 Budget .....Dr. Brofee  
(See Tab 11-A1)
2. Monthly Finance Report.....Ms. Miller  
(See Tab 11-A2)
3. Food Service Report .....Ms. Miller  
(See Tab 11-A3)

**B. Policies**

1. Policy #600-42, Use of Video Cameras for Security..... Ms. Carter  
(See Tab 11-B1)
2. Policy #600-43, Gang Policy.....Ms. McLaughlin  
(See Tab 11-B2)
3. Policy #600-19, Student Assignment .....Dr. Brofee  
Policy #600-21, Enrollment/Athletic Eligibility/Pupil Assignment  
(See Tab 11-B3)

**C. Facilities and Transportation**

1. Educational Facilities Master Plan.....Mr. Daugherty  
(See Tab 11-C1)
2. Bus Contractors PVA .....Mr. Daugherty  
(See Tab 11-C2)

- D. Out of County School Requests .....Dr. Brofee**  
(See Tab 11-D)
  
- E. Human Resources**
  - 1. Job Description .....Mr. Lawson  
(See Tab 11-E1)
    - Secondary Mathematics Teacher
    - Secondary English/Reading Intervention Teacher
    - Elementary Education Teacher
  
  - 2. New Hires, Retirees, and Resignations .....Mr. Lawson  
(See Tab 11-E2)
  
- F. Board Meeting Calendar for 2011-2012.....Dr. Brofee**  
(See Tab 11-F)
  
- 12. Superintendent Search Update.....Chairman Sumpter**
  
- 13. Superintendent & Board Member Comments**
  
- 14. June 2011 – On Tuesday June 14, 2011 the Board will convene in an open work session at 5:00 p.m. to discuss facilities items, 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.**
  
- 15. Adjournment**