

**SOMERSET COUNTY PUBLIC SCHOOLS, DEAL ISLAND, MARYLAND**  
**November 15, 2011**

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

**FM:** Dr. Marjorie Miles, Superintendent

The Somerset County Board of Education will meet in an open work session at **5:00 p.m.** and a closed session at **6:00 p.m.** at Deal Island Elementary School, **Tuesday, November 15, 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 Deal Island Elementary School, **November 15, 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
  - **Meetings of October 18, 2011**
  - **Announcement of Closed Session Meetings**
    - **November 1, 2011 & November 15, 2011**
6. Adoption of Agenda ..... Chairman Sumpter
7. Student Board Members' Activities Reports ..... Mr. Mason & Miss Linamen
8. Public Participation ..... Chairman Sumpter

**9. OLD BUSINESS**

**A. Facilities and Transportation**

- 1. Change Order Requests .....Mr. Daugherty  
(See Tab 9-A1)

**B. Human Resources**

- 1. Job Descriptions .....Mr. Lawson
  - Assistant Superintendent(See Tab 9-B1)

**C. Instruction**

- 1. Grading Procedures Update.....Mr. Bloodsworth  
(See Tab 9-C1)

**10. NEW BUSINESS**

**A. Finance**

- 1. Monthly Finance Report ..... Ms. Miller  
(See Tab 10-A1)
- 2. Monthly Food Service Report ..... Ms. Miller  
(See Tab 10-A2)
- 3. Sunguard Software Services ..... Ms. Miller  
(See Tab 10-A3)

**B. Facilities and Transportation**

- 1. Route #3 Bus Contract .....Mr. Lawson  
(See Tab 10-B1)
- 2. Driver Instructor .....Mr. Lawson  
(See Tab 10-B2)
- 3. Substitute Bus Driver Training Approval.....Mr. Lawson  
(See Tab 10-B3)

4. Route #41 Advertisement.....Mr. Lawson
  - Serving the Deal Island area for WAHS & SIS(See Tab 10-B4)

**C. Human Resources**

1. Job Description .....Mr. Lawson
  - Learning Support Coordinator(See Tab 10-C1)
2. Human Resources Report .....Mr. Lawson  
(See Tab 10-C2)
3. Out of State Travel .....Mr. Lawson  
(See Tab 10-C3)

**D. Out of County School Transfer .....Dr. Miles**

**11. Superintendent & Board Member Comments**

**12. December – On Tuesday, December 13, 2011 the Board will convene in an open work session at 5:00 p.m. to discuss facilities and other items, a closed session at 6:00 p.m. and in an open regular session meeting at 7:00 p.m. at Woodson Elementary School.**

**13. Adjournment**