

**SOMERSET COUNTY BOARD OF EDUCATION
Princess Anne Elementary School
January 15, 2013**

A G E N D A

Times are intended for guidance only; unless changed by the Board, the order in which items appear will be followed.

The Somerset County Board of Education will meet in an open regular session at **4:00 p.m.** on **Tuesday, January 15, 2013** at Princess Anne Elementary School to immediately consider meeting in a closed session to review and approve closed minutes, to discuss personnel matters (Section 10-508 (a)(1), to consult with legal counsel (Section 10-508 (a)(7), to perform administrative functions (Section 10-503), and to consider matters related to contracts (Section 10-508 (a)(14) pursuant to the Maryland Annotated Code. The Board will convene in an open work session at **5:30 p.m.** and reconvene in the open regular meeting at **7:00 p.m.**

1. Convene in Open Regular Session – **4:00 p.m.**
2. Call to Order Dr. Miles
Secretary/Board Treasurer
3. Roll CallMs. Tilghman
4. Declaration of a Quorum..... Dr. Miles
5. Reorganization of the Board of Education..... Dr. Miles
 - Nomination and Election of Board Chairman
 - Nomination and Election of Vice Chairman
6. Adoption of Agenda.....Chairman
7. Public ParticipationChairman
8. Consider Meeting in Closed Session for the reasons listed below, pursuant to Section 10-508 of the Maryland Annotated Code:
 - a. To review and approve minutes of previous closed meetings
 - December 18, 2012
 - b. To perform administrative functions – Section 10-503
 - Discussion of Board Administrative Procedures
 - c. To discuss personnel matters – Section 10-508(a)
 - New Hires, Retires, and Resignations
 - d. To consult with legal counsel to obtain legal advice – Section 10-508(a)(7)
9. Convene in Open Work Session – **5:30 p.m.**
10. Reconvene in Open Regular Session – **7:00 p.m.**
11. Pledge of AllegianceChairman

12. Approval of Open Session Minutes.....Chairman
- December 18, 2012
13. Announcement of Closed Session Meeting
- January 10, 2012
 - Performed Administrative Functions – Section 10-503
 - Board's Annual Evaluation
 - Discussed Personnel Matters – Section 10-508 (a)(1)
 - New Hires, Retires, Resignations
 - Superintendent's Evaluation
 - Received Advice from Legal Counsel – Section 10-508(a)(7)
 - January 15, 2013
 - Performed Administrative Functions – Section 10-503
 - Discussion of Board Administrative Procedures
 - Discussed Personnel Matters – Section 10-508 (a)(1)
 - New Hires, Retires, Resignations
 - Received Advice from Legal Counsel – Section 10-508(a)(7)
14. Public ParticipationChairman
15. Student Board Members' Activities Reports..... Mr. Mason & Mr. Cavins
16. **OLD BUSINESS**
- A. Human Resources**
1. Job DescriptionsMs. Whitelock
- Data Specialist Associate
- (See Tab 16-A1)
- B. Policies**
1. Policy #800-11, Parent InvolvementMs. Holland
- (See tab 16-B1)
17. **NEW BUSINESS**
- A. Curriculum & Instruction ReportMs. Hopkins**
- Grading System
 - Academic Intervention
- (See Tab 17-A)
- B. Finance**
1. Monthly Finance ReportMr. Blye
- (See Tab 17-B1)

- 2. Monthly Food Service ReportMr. Blye
(See Tab 17-B2)
 - 3. TGM Financial Audit ReportMr. Blye
(See Tab 17-B3)
 - 4. TGM Retirement Audit ReportMr. Blye
(See Tab 17-B4)
- C. Special Education Report**.....Ms. Johnson
- Elementary/Secondary Comprehensive and Inclusion
 - High Roads Academy
 - Speech Therapy and Language
- (See Tab 17-C)
- D. Student Services Report**Mr. McLaughlin
Ms. Carter
- Student Attendance
 - Student Discipline
 - Homeless Data
- (See Tab 17-D)
- E. Policies**
- 1. Policy #200-20, Travel and Transportation ReimbursementMr. Blye
(See Tab 17-E1)
- F. Transportation**
- 1. Substitute Bus Driver Training Requests Mr. Jefferson
(See Tab 17-F1)
- G. Out of County Field Trip Request**.....Mr. Elebash
- Student Government Leadership Training
- (See Tab 17-G)
- H. Human Resources**
- 1. New Hires, Retires, ResignationsMs. Whitelock
(See Tab 17-H1)
 - 2. Job Description.....Ms. Whitelock
 - Maintenance Courier and Custodial Trainer
 (See Tab 17-H2)
 - 3. Out of State TravelMs. Whitelock
(See Tab 17-H3)
- I. AWD Wind Power Energy**Mr. Blye
(See Tab 17-I)
- J. Solar Power Purchase Agreement**Mr. Blye
(See Tab 17-J)

18. Superintendent & Board Member Comments

19. Public Announcement – On Tuesday, January 22, 2013 the Somerset County Board of Education will meet in an Open Special session at **10:00 a.m.** at the J.M. Tawes Technology & Career Center to immediately consider meeting in a closed session to perform administrative functions relating to the Annual Board's Evaluation (Section 10-503) pursuant to the Maryland Annotated Code. The Board will reconvene in Special session for adjournment.

20. February – On February 19, 2013 the Board will convene in an open regular meeting at 4:00 p.m. to immediately consider going into a closed meeting followed by an open work session at 5:30 p.m and reconvene in open regular meeting at 7:00 p.m. at Crisfield Academy & High School.

21. Adjournment

SOMERSET COUNTY BOARD OF EDUCATION PRINCESS ANNE ELEMENTARY SCHOOL

JANUARY 15, 2013

TO: Chairman & Members - Board of Education

FM: Dr. Marjorie E. Miles, Superintendent

The Somerset County Board of Education will convene in an open work session at 5:30 p.m. at Princess Anne Elementary School.

OPEN WORK SESSION

A G E N D A

1. Call to Order..... Chairman
2. Budget Presentation Mr. Blye
3. Facilities Items Mr. Jefferson
 - Pole Buildings
 - Food Service Equipment Replacement
 - Building Security
4. Whistle Blower Policy Presentation

