

SOMERSET COUNTY BOARD OF EDUCATION
J.M. Tawes Technology & Career Center
December 17, 2013

AGENDA

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 hold an open regular session on **Tuesday, December 17, 2013** at the J.M. Tawes Technology & Career Center at **4:00 p.m.** to immediately consider meeting in a closed session to review and approve minutes, to perform administrative functions (Section 10-503), to discuss personnel matters (Section 10-508)(a)(1), to consult with legal counsel (Section 10-508)(a)(7), to discuss negotiated matters (Section 10-508)(a)(9) and pursuant to the Maryland Annotated Code. The Board will reconvene in open session at **6:00 p.m.**

1. Convene in Open Regular Session – **4:00 p.m.**
2. Call to Order Chairman Miles
3. Roll Call Ms. Tilghman
4. Declaration of a Quorum Chairman Miles
5. Adoption of Agenda Chairman Miles
6. 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 the minutes of November 19, 2013
 - b. To perform administrative functions – Section 10-503
 - c. To discuss personnel matters – Section 10-508(a)(1)
 - d. To consult with legal counsel to obtain legal advice – Section 10-508(a)(7)
 - e. To discuss negotiated matters – Section 10-508 (a)(9)
7. Reconvene in Open Regular Session – **6:00 p.m.**
8. Pledge of Allegiance Chairman Miles
9. Public Participation Chairman Miles
 - A. Student/Staff/Citizens Recognition
 - B. Resolutions/Plaques/Proclamations/Donations
10. Student Board Members' Activities Report Miss Waller & Mr. Long
11. Approval of November 19, 2013 Open Session Minutes Chairman Miles
12. Announcement of Closed Session Meeting
 - December 17, 2013
 - a. To review and approve the minutes of November 19, 2013
 - b. To perform administrative functions – Section 10-503
 - c. To discuss personnel matters – Section 10-508(a)(1)
 - d. To consult legal counsel to obtain legal advice – Section 10-508 (a)(7)
 - e. To discuss negotiated matters – Section 10-508 (a)(9)

13. UNFINISHED BUSINESS

A. Monthly Financial Update

1. Job Description..... Ms. Smoker
 - Supervisor of Public Relations
(Exhibit 13-A1)

14. NEW BUSINESS

A. Monthly Financial Update

1. FY2014 November Budget Expenditures Ms. Smoker
(Exhibit 14-A1)
2. FY2013 Schools Activities Financial Report Ms. Harrison
(Exhibit 14-A2)
3. Single Audit OMB A-133Ms. Harrison
(Exhibit 14-A3)
4. Retirement Audit.....Ms. Harrison
(Exhibit 14-A4)

B. Administrative Functions

1. Board of Education’s Monthly Meeting ScheduleDr. Gaddis
(Exhibit 14-B1)
2. Policy 800-11, Title I, Parent Involvement Policy Ms. Holland-Twigg
(Exhibit 14-B2)
3. Policy #500-38, Dual EnrollmentMr. Elebash
(Exhibit 14-B3)

C. Human Resources

1. Job Description..... Ms. Smoker
 - Parent & Family Support Network Coordinator
 - Grants Writer
(Exhibit 15-C1)

16. Superintendent & Board Member Comments

17. Announcement - The Somerset County Board of Education will convene in an open regular meeting on Tuesday, January 21, 2013 at the J.M. Tawes Career & Technology Center to immediately consider voting to convene in a closed meeting. 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.

18. Adjournment