

# SOMERSET COUNTY PUBLIC SCHOOLS, WESTOVER, MARYLAND

## January 19, 2010

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

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

The Somerset County Board of Education will conduct an executive session at 6:00 p.m. at the J. M. Tawes Technology & Career Center, **Tuesday, January 19, 2010** 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, **January 19, 2010** will convene at **7:00 p.m.**

### REGULAR SESSION AGENDA

#### A G E N D A

1. Call to Order.....Dr. Brofee
2. Roll Call .....Ms. Tilghman
3. Reorganizing of Board of Education .....Dr. Brofee
  - Nomination and Election of Board Chairman
  - Nomination and Election of Vice Chairman
4. Declaration of Quorum.....Chairman
5. Pledge of Allegiance .....Chairman
6. Approval of Minutes.....Chairman
  - **Board Meeting December 15, 2009**
  - **Announcement of Executive Meeting**
  - **Announcement of Tour of WHS**
7. Adoption of Agenda.....Chairman
8. Student Board Members' Activities Report .....Mr. Taylor and Mr. Cavins
  - Washington High School Statistics Class Survey Report – Mr. Ballard
9. Recognition of Ms. Stephanie Sproul .....Dr. Brofee
10. Public Participation.....Chairman
  - Staff on Budget Development
  - General Participation
  - Maryland Green Schools – Ryan Pleune
11. Woodson Elementary School ..... Ms. Welch

**12. OLD BUSINESS**

**A. Policies**

- 1. Policies of Administration, #200 series .....Dr. Brofee
  - 200-1 Administrative Goals
  - 200-2 Evaluation of School Administration System Accountability
  - 200-3 Office of the Superintendent of Schools
  - 200-4 Powers and Duties of the Superintendent
  - 200-5 Administrative Organization
  - 200-6 School Principals Building Administrators
  - 200-7 Central Office Professional Staff Evaluations
  - 200-8 Assignment and Transfer of Building Administrators
  - 200-9 School-Based Management
  - 200-10 School Closings
  - 200-11 Advertising in the Schools
  - 200-12 Professional Staffing of Schools(See Tab 12-A1)

**B. Human Resources**

- 1. Approval of Revised Job Description .....Mr. Lawson
  - Elementary Supervisor(See Tab 12-B1)

**13. NEW BUSINESS**

**A. Instruction**

- 1. Instructional Models..... Mr. Bloodsworth  
(See Tab 13-A2)
- 2. Elementary and Secondary Reports .....Ms. Holland  
(See Tab 13-A1) Mr. Elebash
- 3. 2010-2011 School Calendar .....Mr. Bloodsworth  
(See Tab 13-A3)
- 4. Race to the Top.....Dr. Brofee  
(See Tab 13-A4)

**B. Finance**

- 1. Monthly Finance Report .....Ms. Miller  
(See Tab 13-B1)
- 2. Food Service Report .....Ms. Miller  
(See Tab 13-B2)
- 3. A133 Audit .....Ms. Miller  
(See Tab 13-B3)

**C. Facilities and Transportation**

- 1. Approval of Underground Storage Tank Removal.....Mr. Daugherty  
And Replacement at Princess Anne Elementary  
(See Tab 13-C1)

2. Request to Add Smith Island Boat Contract .....Mr. Daugherty  
(See Tab 13-C2)
3. Change Order Requests.....Mr. Daugherty  
(See Tab 13-C3)
4. Approval of Memorandum of Understanding.....Mr. Daugherty  
with Johnson Controls, Inc.  
(See Tab 13-C4)

**D. Policies**

1. Policy #200-25, Information Technology Security Policy..... Ms. Smoker  
(See Tab 13-D1)
2. Policy #500-19, Selection of Educational Media Materials..... Ms. Smoker  
(See Tab 13-D2)
3. Policy #700-44, Return to Work .....Mr. Lawson  
(See Tab 13-D3)

**E. Out of County Field Trip Request .....Dr. Brofee  
(See Tab 13-E)**

**F. Human Resources Report**

1. Review and Study of Revised Job Description.....Mr. Lawson  
•Student Services Supervisor  
(See Tab 13-F1)
2. New Hires, Retirees, and Resignations .....Mr. Lawson  
(See Tab 13-F2)
3. Out of State Travel (Informational Purposes Only) .....Mr. Lawson  
(See Tab 13-F3)

**14. Superintendent and Board Member Comments.**

Responses to Public Participation Questions

- a. Payroll Partnership with Wicomico
- b. Request for Crisis Drill at SIS – Schedule and Arrangements made

**15. February 2009 – On Tuesday, February 16, 2009 the Board will convene in an open called session at 5:30 to discuss policies and facilities, in an executive session at 6:00 p.m. and in an open regular session meeting at 7:00 p.m. The meeting will be held at the J.M. Tawes Technology & Career Center.**

**16. Adjournment**