

SOMERSET COUNTY PUBLIC SCHOOLS, WESTOVER, MARYLAND

March 16, 2010

TO: Chairman & Members - Board of Education

FM: Karen-Lee N. Brofee, Superintendent

The Somerset County Board of Education will conduct an open work session at 5:00 to discuss the 2011 Budget Draft and Policy #200-18, Student Transportation and at 6:00 p.m. to conduct an executive session the J. M. Tawes Technology & Career Center, **Tuesday, March 16, 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, **March 16, 2010** will convene at **7:00 p.m.**

REGULAR SESSION AGENDA

A G E N D A

1. Call to Order.....Chairman Miles
2. Roll CallMs. Tilghman
3. Declaration of Quorum.....Chairman Miles
4. Pledge of AllegianceChairman Miles
5. Approval of Minutes.....Chairman Miles
 - **Board Meeting February 16, 2010**
 - **Announcement of Work Session in 2011 Budget**
 - **Announcement of Executive Meeting**
 - **Announce of the Board Retreat held March 01, 2010, under the Leadership of MABE.**
6. Adoption of AgendaChairman Miles
7. Student Board Members' Activities ReportMr. Taylor
 - Mr. Cavins has requested to be excused. He is in Annapolis for several days and evenings taking part in the Student Page Program in the House of Delegates.
8. Crisfield Academy & High SchoolMs. Ward
9. Parent Involvement Matters Award..... Ms. Nelson
10. School Social Workers Governor's Proclamation Dr. Brofee
11. **OLD BUSINESS**
 - A. **Policies**
 1. #200 Series Policies Dr. Brofee
 - 200-13 Use of School Facilities
 - 200-14 Bidding and Purchasing

- 200-15 Donations and Gifts
- 200-16 Minority Business Enterprises (removed-covered in #400-19)
- 200-17 School Dedication Plaques
- 200-19 Drug & Alcohol Testing – School Vehicle/Boat Operator
(See Tab 11-A1)

2. #500-20, Athletic PolicyMr. Webster
(See Tab 11-A2)
3. #500-38, Physical Education Athletic ProgramsMr. Webster
for Students with Disabilities
(See Tab 11-A3)
4. #700-07, Personnel Records and Data StorageMr. Lawson
(See Tab 11-A4)
5. #700-10, Employment PracticesMr. Lawson
(See Tab 11-A5)
6. #700-17, Personnel Practices.....Mr. Lawson
(See Tab 11-A6)

B. Human Resources

1. Approval of Job Description.....Mr. Lawson
 - Accounting/Administrative Associate I
 - Maintenance Foreman
 - ESOL Teacher
 (See Tab 11-B1)

**C. Approval of 2010-2011 School Calendar.....Mr. Bloodsworth
(See Tab 11-C)**

D. Facilities

1. Change Order Request.....Mr. Daugherty
(See Tab 11-D1)

12. NEW BUSINESS

**A. Board Retreat: Mission and NormsChairman Miles
(See Tab 12-A) and Board Members**

B. Instruction

1. Brief Overview on Special Education Ms. Reich
(See Tab 12-B1)

C. Finance

1. Monthly Finance Report Ms. Miller
(See Tab 12-C1)

2. Food Service Report..... Ms. Miller
(See Tab 12-C2)
3. FY2011 School Budget Ms. Miller/Dr. Brofee
(See Tab 12-C3)

D. Policies

1. Policy #500-28, Home and Hospital Instruction..... Ms. Reich
(See Tab 12-D1)

**E. HSA Bridge Projects UpdateMr. Bloodsworth
(See Tab 12-E)**

**F. School Make Up Days..... Dr. Brofee
(See Tab 12-F)**

**G. WES Waiver Request..... Dr. Brofee
(See Tab 12-G)**

**H. Out of County School Request..... Dr. Brofee
(See Tab 12-H)**

I. Human Resources Report

1. Review and Study of Revised Job DescriptionsMr. Lawson
(See Tab 12-I1)
 - School Nurse I
 - Administrative Office Associate I – Student Services
 - External Diploma Coordinator
2. New Hires, Retirees, and Resignations.....Mr. Lawson
(See Tab 12-I2)
3. Out of State Travel (Informational Purposes Only).....Mr. Lawson
(See Tab 12-I3)

13. Superintendent & Board Member Comments

14. April 2010 – On Tuesday April 13, 2010 a called budget meeting will be held at 7:00 p.m. at the J.M. Tawes Technology and Career Center. On Tuesday, April 20, 2010 the Board will convene in an open called session at 5:30 to discuss policies, 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.

15. Adjournment