

**Minutes of Special Open Board Meeting
Westover, Maryland
January 10, 2013**

TIME: 10:00 a.m. Location: J.M. Tawes Technology & Career Center

PRESENT: Board Members: Chairperson Warner Sumpter, Vice Chairperson Margo Green-Gale, Mr. William Miles, Mr. Dan Kuebler, and Mr. Robert Wells; Superintendent Marjorie Miles; Board Attorney Fulton Jeffers, and Board Secretary Melissa Tilghman. Also present were supervisors, public observers, and media representatives.

Adoption of Agenda

Motion – Mr. Miles and seconded by Vice Chairperson Green-Gale; unanimously carried to approve the amended agenda . The Board will vote on adopting the agenda prior to voting to go into a closed meeting.

Motion – Mr. Kuebler and seconded by Mr. Wells to reconsider the amended agenda and add public participation; carried unanimously.

Public Participation

Mr. Garland Hayward expressed concern about personnel matters listed on local blogs. He stated that Board to Board communication is confidential amongst Board members and that the breach of confidentiality is in violation of the “Sunshine Law”.

CLOSED MEETING

10:10 a.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**
Motion: Mr. Kuebler and seconded by Mr. Wells; unanimously carried

TO PERFORM ADMINISTRATIVE FUNCTIONS – SECTION 10-503

The Board members completed and discussed the Board’s Annual Evaluation in accordance to Board Policy #100-04, School Board Duties.

TO DISCUSS PERSONNEL MATTERS – 10-508(a) (1)

The Board reviewed, discussed and completed the Superintendent’s Evaluation.

PRESENT: Board Members: Chairman Sumpter, Vice Chairperson Green-Gale, Mr. Wells, Mr. Miles and Mr. Kuebler; Superintendent Miles; Board Attorney Jeffers and Board Secretary Tilghman.

Reconvened in Special Open Session at 2:25 p.m.

Pledge of Allegiance

January 15, 2013 Board Agenda Items

Mr. Kuebler requested that Financial reports be posted to the website. Chairman Sumpter requested that copies of the Audit be presented to the Commissioners.

Mr. Wells requested that the AWD Wind Power and Kenyon Solar Power Purchase Agreements be sent to the Board Attorney for review before given to the Board members.

Curriculum and Instruction will focus on the Grading system and interventions.

Mr. Kuebler made the following requests

- Listing “Student Achievement” as an item on every Board agenda
- Training on Ed-Line
- Information on SCPS Summer Camps
- A breakdown of school performance by classroom
- Visual on screen presentations for meetings for the public
- Board meetings held twice per month
- Detailed/Itemized financial reports
- Public Comments listed at the beginning of the meeting and at the end
- Special Education’s Status Report and Speech Therapy Compliance
- Grading System and Student Intervention Review
- Update of Food Service Equipment in various schools
- Copy of the School Board’s contract with Staples
- Building Security Plan
- Whistle Blower Policy Development
- Revision of part-time employees full benefits status

The Board agreed that public comments at the end of the meeting would eliminate interruptions during the meeting. Mr. Sumpter stated that Policy 100-13, School Board Meetings would have to be revised at well as Policy 100-12, Public Participation.

Dr. Miles responded to Mr. Kuebler’s concern regarding Food Service Equipment. She stated that the Greenwood Elementary School’s Capital Improvement Plan only included HVAC renovations and not overall renovations. Any other schools requiring replacement of food service equipment should send a request in writing to the Board’s Chief Operations Officer.

The Board agreed that the breakdown of the Financial Report should take place during an open work session.

Facilities

Mr. Wells requested an update on the Pole Buildings and Technology. Ms. Smoker requested an extension until the February 19, Board meeting in order to provide the Board with more accurate and up to date Technology information. Mr. Wells requested that the Food Services Coordinator attend the January 15, 2013 Board meeting.

The Board discussed the deficit within the Food Service Budget. Mr. Blye explained that the Food Service Program does not generate enough funding to pay for the operational expenses. Dr. Miles stated that the ongoing food service deficit was the reason that external food service options were being considered. Mr. Kuebler added that Chartwell, the external company that presented at the December Board meeting is running in Washington, D.C. and the School budget is currently in the negatives.

Mr. Kuebler stated if food service programs were being held accountable for paying operational expenses than athletic programs should also pay for expenses occurring as a result of additional expenses resulting from athletic functions and events.

ADJOURNMENT

Motion – Mr. Wells and seconded by Mr. Kuebler and passed to adjourn the meeting at 3:44p.m; carried unanimously.

Dr. Marjorie E. Miles, Superintendent

Recorded and Prepared by: Melissa Tilghman/Board Secretary