

**Minutes of Special Open Board Meeting
Westover, Maryland
January 22, 2013**

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

PRESENT: Board Members: Chairman Miles, Vice Chairman Wells, Mr. Sumpter, Ms. Green-Gale and Mr. Kuebler; Superintendent Miles; and Board Secretary Tilghman. Also present were supervisors.

Chairman Miles declared a quorum was present and called the meeting to order.

Adoption of Agenda

Motion – Mr. Kuebler and seconded by Mr. Sumpter; unanimously carried to approve the amended agenda and move the adoption of the agenda prior to voting to go into a closed meeting.

Public Participation

None

CLOSED MEETING

10:05 a.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**
Motion: Mr. Sumpter and seconded by Ms. Green-Gale; unanimously carried

TO PERFORM ADMINISTRATIVE FUNCTIONS – SECTION 10-503

To discuss and review the Board’s Annual Evaluation in accordance to Board Policy #100-04, School Board Duties.

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

Reconvened in Open Special Session at 12: 20 p.m.

Pledge of Allegiance

February 19, 2013 Board Agenda Items

Board Member Dan Kuebler requested that the Board meet twice per month. Board Member Warner Sumpter informed the Board that the February 19, 2013 Board meeting has to be a regular session due to regulations, but the Board can call a Special Meeting if it wants to hold a meeting before the next Board meeting. Board Member Margo Green-Gale asked that the Board not have meetings on the first Tuesday of the month because she has prior obligations scheduled during that time. Chairman Miles informed the Board that he would not be able to attend the February 19, 2013 Board meeting and has asked that Vice Chairman Wells be made aware. Mr. Wells left during the closed meeting.

The Board unanimously agreed that Wednesday, February 6, 2013 would be the next Open Special Session and will be held at 6:00 p.m.

Facilities

Bus Contract Recommendations

Mr. Jefferson informed the Board that four buses would be reaching the maximum of 15 years and will be decommissioned as of June 2013. They are #39, #40, #47, and 127.

Board Member Sumpter informed the Board that contracts must be put on a regular session agenda, the public must be informed and contracts should be voted on in public session. Chairman Miles requested that the media and public be made aware of the advertisement of bus #59.

Mr. Kuebler questioned the 2010 Legislative Audit's report that Somerset County's PVA was high and questioned where SCPS would find the funding in the budget to pay for new bus purchases. Mr. Jefferson informed the Board that Somerset's PVA has remained the same for the past two years and is on the same level as the surrounding counties. The PVA totaling approximately \$32,800 for all four buses will be included in the budget for next year.

The Board requested that all bus contracts and bidding advertisements be included in the Crisfield County Times, the Daily Times, the Somerset Herald and placed on the SCPS website.

Mr. Jefferson reported that Transfinder would help lower transportation costs within the department. Mr. Kuebler requested a report on the Transfinder software and how the new software saves on transportation costs and the PVA per school district costs across the State at the second meeting in June 2013 Board Meeting.

Mr. Jefferson informed the Board that all new buses will include a surveillance system.

Motion – Board Member Sumpter and seconded by Mr. Kuebler and passed to allow bus #127 to be replaced with a used bus; unanimously carried.

Motion – Mr. Kuebler and seconded by Board Member Sumpter to approve the new bus purchase requests for buses #39, #40, and #47; unanimously carried.

Motion – Mr. Kuebler and seconded by Ms. Green-Gale to approve Mr. Jefferson’s request to advertise for bus #59 contract; carried unanimously

Capital Improvement Plan

Mr. Jefferson presented the estimated costs of the Greenwood Elementary School’s HVAC renovation and the Energy Efficient lighting and heating system initiatives for Crisfield High School, J.M. Tawes Technology and Career Center and Marion Sarah Peyton Schools. Board Member Sumpter stated that the Governor’s Energy Bill states that all schools go green and use new energy sources to get funding. Mr. Jefferson informed the Board that the State will only approve renovations that include the areas that are occupied by students. Mr. Sumpter stated that a written request should be sent to the State to better the chances of getting funding. Mr. Jefferson will be seeking approximately \$1 million dollars from the county commissioners to complete the renovations over a two year period. The county cost would be 18% and the State has allocated 82% of the renovation costs.

Mr. Kuebler stated that the Geo Thermal Renovations for GES is very expensive and would require a lot of time to build. Mr. Sumpter stated that the State required funding requires the Board to update the schools. A letter of support must come from the county before its put on the Public Works agenda.

Mr. Kuebler stated that he would like to see the J.M. Tawes Deferral renovation status change. Mr. Jefferson explained that the State has requested the deferment and is only concerned with renovations as it relates to instructional areas of the building. He will be providing a percentage breakdown to the State of the building layout. Mr. Kuebler requested Mr. Jefferson look into reversing the deferral renovation

Motion – Mr. Kuebler and seconded by Mr. Sumpter to give Mr. Jefferson permission to go forward with the Capital Improvement Plan; motioned carried

Pole Buildings

Mr. Jefferson informed the Board that he was expected to attend a meeting at the commissioners’ office where he will present an update on the Pole Barn and Equipment Renovation Building.

Mr. Kuebler expressed concern that several contractors were not aware of the Pole Building advertisement and that several bids should be taken to the commissioners for consideration. Chairman Sumpter proposed that Mr. Jefferson be approved to go to the commissioners and inform them that SCPS intends to re-advertise for the contract.

Motion – Mr. Kuebler and seconded by Mr. Sumpter that if the commissioners deny the additional costs added to the Pole Building Construction contract, totaling \$145,000, Mr. Jefferson must re-advertise; carried unanimously

Motion – Mr. Kuebler and seconded by Mr. Sumpter that if the Commissioners give approval to the Beauchamps contract with the additional costs then the Board will go with the current bid; unanimously carried. Mr. Kuebler requested that if the contract is approved that construction should begin immediately.

The original request was acquired from the County Commissioners who have been seeking to gain possession of the storage buildings behind the Somerset County Complex.

Athletic Fields and Bleachers

Mr. Jefferson is requesting the Board’s approval to develop a committee to review bleachers and athletic fields. Mr. Sumpter informed the Board that the commissioners set aside \$200,000 to replace the bleachers and if the project is less than \$200,000, a request must be returned to the commissioners asking to use the remaining balance for other purposes and the timeline for the use of the funds.

Motion – Mr. Kuebler and seconded by Mr. Sumpter to approve the following list of suggested committee members: unanimously carried

- James Conrow
- William Johnson
- Scott Tawes
- Reid Lawrence
- Greg Bozman
- Robert Wells
- Dan Kuebler
- Paula Todd
- Wayne Muir
- Secretary of Committee – Paul Jefferson
- Two other community members selected by the committee’s parent members

The committee will provide frequent updates to the Board. The Board requested that Mr. Jefferson advise the committee to seek the expertise of engineers. The committee will bring recommendations to the Board and the Board will make any final decisions.

Security Review

Mr. Jefferson informed the Board that the Student Services department was working on a Security Plan and changes for SCPS. He has a copy of the 2006 School Security Survey. Student Services Supervisors have been attending various meetings with collaborating agencies regarding security already in place. Mr. Sumpter recommended that a closed session workshop on security outlining steps to plan for each school be held. Mr. Kuebler requested that local Sheriff Office, Fire Department, Department of Juvenile Services, and Emergency Services be contacted to gain their expertise of what security measures must be taken. The State is setting aside \$25 million dollars for school security but the county has to match 18% of the total awarded grant.

Mr. Kuebler requested a per school dedicated look to document security threats at each school. The Board unanimously agreed to hold an emergency “School Security” meeting on January 30, 2013 at 10:00 a.m. in a closed session.

Motion – Mr. Kuebler and seconded by Ms. Green-Gale to add Truancy to the closed session meeting of January 30, 2013.

Board Meeting Administration

Mr. Kuebler requested the following:

- Digital/Audio Visual Systems for public viewing
- Post draft minutes on website three days after the meeting
- Meetings brought back to the Board office
- PDF copies of the Board packet information

Motion – Mr. Kuebler and seconded by Ms. Green-Gale and unanimously carried to approve the following Board meeting changes to be reflected in the revision of Policy 100-13, School Board Meetings:

- Input for meetings will be gathered seven days prior to meeting
- Agenda will be posted on website 5 days prior to the meeting
- Board packets will be available to the Board members 3 days prior to the meeting
- The use of Audio/Visual Support and improvements for public meetings
- Board meetings held twice a month
- Policy change to reflect the revisions to the School Board meetings
- Weekly Updates
- Draft meeting minutes posted three days after the meeting

These Board changes will be effective following the approval of the revised Policy #100-13, School Board meetings which will be presented at the February 19, 2013 Board meeting.

Grading Policy

Motion – Mr. Kuebler and seconded by Mr. Sumpter to give Mr. Elebash permission to proceed with the committee operation to review and make recommendations on the grading policy to be effective immediately; unanimously carried.

Special Education

Mr. Kuebler requested Special Education report based on a per school basis and expressed concern that teachers do not have adequate assistants in the classroom. Dr. Miles stated that according to the Special Education Attorney, the teachers need the confidence to know Special Education.

Professional development and training is needed to help teachers understand managing a classroom with Special Needs students.

Financial Statements

The Board requested that a presentation of the action plan that will be taken to make sure that SCPS do not go over budget. An update of Financial Reports will be presented at the February 19, 2013 Board meeting.

Whistle Blower Policy

Motion – Mr. Kuebler and seconded by Mr. Sumpter to adopt a “Whistle Blower Policy”; carried unanimously. Mr. Sumpter requested that the Teacher’s Union members have input when developing the policy.

Mr. Kuebler withdrew his motion to begin the development of the Whistle Blower Policy to allow the Superintendent time to gather research and communicate to Union members.

Truancy Mitigation and Security

Mr. Jefferson informed the Board that the Students Services Department was working with the local emergency agencies.

Motion – Mr. Kuebler and seconded by Ms. Green-Gale to hold a closed session on January 30, 2013 to meet with the Student Services Department and local agencies to discuss truancy and security issues; unanimously carried.

Mr. Kuebler stated that that Resource Officers were needed in the schools and visiting homes of students not attending school. He also requested that the Superintendent have the Student Services Department research steps to take to increase student attendance.

Mr. Kuebler requested a plan be developed in getting mischievous students out of the classrooms. He expressed the need to have an elementary division in the Promise Academy and requested a plan be developed. Mr. Sumpter stated that the State mandates that kids remain in school and that the age for students to attend school may be moving up to age twenty-one. Chairman Miles stated that classroom management was the key to controlling mischievous students.

Bats – Crisfield High School

Mr. Jefferson informed the Board that the Delmarva Wildlife checks the school twice a month and have closed up openings that were allowing the bats to get inside. There have been a total of 56 bats removed from Crisfield High. He stated that during the Summer the schools walls will be checked for an infestation. The Somerset County Health Department has been contacted and will

be kept up to date on the bat issue. Mr. Kuebler informed Mr. Jefferson that there were concerns of bats also present at Washington High School.

ADJOURNMENT

Chairman Miles announced that there will be a closed meeting on January 30, 2013 at 10:00 a.m., and a Special Session on February 6, 2013 at the J.M. Tawes Technology & Career Center.

Motion – Ms. Green-Gale 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