
OPEN WORK SESSION

TIME: 2:10 p.m.

Location: J.M. Tawes Technology & Career Center

PRESENT: Board Members: Chairman William Miles, Vice Chairman Robert Wells, Mr. Warner Sumpter, Ms. Margo Green-Gale and Mr. Dan Kuebler; Superintendent Marjorie Miles; and Board Secretary Melissa Tilghman. Supervisors and community members were also present.

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

SUMMARY OF PROPOSED 2014 BUDGET

The Board discussed the need for the expansion of the High Roads Academy to elementary students and the addition of an assistant superintendent to the central office as a line item in the budget. Mr. Kuebler requested a copy of the MOU with the High Roads Academy and the Somerset County Public Schools system. Mr. Sumpter requested that grant writing be included in the job description for the assistant superintendent.

Dr. Miles asked that the Board think about hiring an Assistant Superintendent of Instruction and an Assistant Superintendent of Finance.

Motion – Ms. Green-Gale and seconded by Mr. Sumpter to add an assistant superintendent as a line item in the budget; the vote passed 3:1. Mr. Kuebler voted nay at the request of district four constituents concern that central office staffing should not outweigh student achievement. Several Board members stated that community concerns should be forwarded to the Superintendent.

Ms. Smoker informed the Board that the budget was balanced and changes requested by the Board have been made. Mr. Kuebler questioned some of the revisions to various line items within the budget.

The Board unanimously agreed to meet in a Special Open Meeting on Tuesday, May 14, 2013 at 10:00 a.m. at the Tawes Technology & Career Center.

ADJOURNMENT

Motion – Ms. Green-Gale, seconded by Mr. Sumpter and passed to adjourn the meeting at **3:20 p.m.**; motioned carried unanimously. The Board convened in an open regular meeting at 3:21 p.m.

Dr. Marjorie E. Miles, Superintendent

Recorded and Prepared by: Melissa Tilghman/Board Secretary

**Minutes of Special Open Meeting
Westover, Maryland
May 1, 2013**

TIME: 2:00 p.m.

Location: J.M. Tawes Technology & Career Center

PRESENT: Board Members: Chairman William Miles, Vice Chairman Robert Wells, Mr. Warner Sumpter, Ms. Margo Green-Gale and Mr. Dan Kuebler; Superintendent Marjorie Miles; and Board Secretary Melissa Tilghman. Supervisors and community members were also present.

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

Pledge of Allegiance

Adoption of Agenda

Motion – Vice Chairman Wells and seconded by Ms. Green-Gale to adopt the amended agenda; unanimously carried

CLOSED MEETING

3:20 p.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**

DISCUSSED PERSONNEL MATTERS – SECTION 10-508 (a)(1)

Received, discussed and approved personnel matters and related issues

RECEIVED ADVICE FROM LEGAL COUNSEL – SECTION 10-508(a)(7)

Received advice from legal counsel on personnel negotiation matters

PERFORMED ADMINISTRATIVE FUNCTIONS – SECTION 10-503

Discussed administrative matters

DISCUSSED NEGOTIATED AGREEMENTS – SECTION 10-508(a)(9)

Received and discussed negotiated items

PERFORMED ADMINISTRATIVE FUNCTIONS – SECTION 10-503

Discussed administrative matters

PRESENT: Board Members: Chairman Miles, Vice Chairman Wells, Mr. Sumpter, Ms. Green-Gale and Mr. Kuebler; Superintendent Miles and Board Secretary Tilghman. Ms. Beth Whitelock was present for a portion of the closed meeting.

Reconvened in Open Regular at 6:15 p.m.

PUBLIC PARTICIPATION

Several students and community members addressed the Board with concerns about inconsistent leadership and discipline issues at WAHS.

Mr. Kirkwood Cottman, SEA member, presented the Board with a list of demands that the SEA would like the Board to consider. Mr. Kirkwood has requested a response to these demands by May 13, 2013. He stated that after visiting Washington Academy & High School he came to the conclusion that WAHS was not in the shape that has been reported. Mr. Kirkwood stated that community support and assistance is needed by the principal at WAHS.

Mr. Garland Hayward asked that the Board members work together as a unified Board and try to turn the turmoil around that exists amongst the community.

OLD BUSINESS

Curriculum & Instruction

School 2013-204 School Calendar

Motion – Mr. Kuebler and seconded by Vice Chairman Wells to approve the 2013-2014 School Calendar, Draft #1; motioned carried unanimously

Mr. Kuebler stated that he was concerned that ½ day school sessions were not effective for student achievement and that Saturday sessions should be considered in order to provide professional development for teachers.

NEW BUSINESS

Career & Technology Center Expansion

Motion – Mr. Kuebler and seconded by Vice Chairman Wells to approve the Board's support of Mr. Lankford's request to research the expansion of the Career & Technology Center's programs; motion carried unanimously.

Mr. Kuebler stated that 75% of the high school students should be utilizing the Career & Technology Center throughout the school year.

Financial Budget Report

Ms. Smoker provided the Board with a chart of restricted and unrestricted grants. She informed the Board that restricted grants funding must be spent according to the outline of the grant.

The Board was informed that the food service deficit to date is \$48,000. Mr. Sumpter requested that a better food quality implementation plan be presented at the next Board meeting.

Student Services

Truancy Plan Review and Associate Policy Revisions

Ms. Carter reviewed the truancy plan with the Board members. She stated that attendance intervention has proven to be effective and that teacher's should contact parents about students' attendance.

Mr. Kuebler requested that the attendance policy be revised to include the removal of family trips as excused days. Mr. Sumpter requested that Ms. Carter check the academic status of students requesting family trip leave and athletic restrictions on students with attendance issues.

Human Resources

New Hires, Retires, and Resignations

Motion – Mr. Kuebler and seconded by Mr. Sumpter to approve Ms. Whitelock's Human Resources report, with prejudice; motion carried unanimously.

Athletics Committee Update

Ms. Whitelock presented an update on the athletics committee. The committee has held five committee meetings. The committee's goals are to develop policies for the system, to develop job descriptions for athletic director and coaches, and to prepare for district-wide athletic committee search. Members of the committee include Ms. Whitelock, Glen Ennis, Physical Education teachers and athletic coaches. Ms. Whitelock stated that the athletic handbook needs to be updated, extra duty pay needs to be reviewed and interview procedures for athletic directors need to be developed. End of the year evaluations for coaches are being reviewed.

The committee discussed providing orientation for parents and students for athletics beyond high schools to help students planning to attend college for athletics.

Chairman Miles requested that a written athletic policy be submitted to the Board for review.

2013-2014 School Budget Schedule

Motion – Mr. Kuebler and seconded by Mr. Sumpter to approve the 2013-2014 School Board Schedule; motion carried unanimously

BOE Strategic Plan 2014-2015

Mr. Kuebler stated that a Strategic Plan for the Somerset County Board of Education needs to be developed.

Measurable targets should be set in order to evaluate the superintendent as well as the Board. Mr. Kuebler will develop a Strategic Plan for and present to the Board for review.

The Board agreed that further discussion on Strategic Planning will take place at the June 5, 2013 Board meeting.

Board Comments

Vice Chairman Wells and Ms. Green-Gale thanked the staff for their work and thanked Mr. Matt & Mrs. Jeania Lankford for their efforts in expanding J.M. Tawes Technology & Career Center Programs. Mr. Sumpter invited the Board members and the community to view the artwork in the Board room. He also requested to be excused from the May 7, 2013 Special Board meeting to attend a meeting at MABE. Mr. Kuebler stated that he is all about student achievement. Chairman Miles thanked all in attendance.

Mr. Kuebler requested that an investigation be conducted of the busing safety concerns at the intersection of Route 113 and turning to entering WAHS. Dr. Miles informed Mr. Kuebler that Mr. Jefferson is looking into this concern and will report at the May 22, 2013 Board meeting.

ADJOURNMENT

Chairman Miles announced that the Somerset County Board of Education would be conducting an Open Special Meeting at 3:00 p.m. on May 7, 2013 to immediately consider voting to go into a closed meeting to discuss interim superintendent procedures, an Open Special Meeting will be held on Tuesday, May 14, 2013 at 10:00 a.m. to review and vote on the FY2013-2014 Budget. The May 21, 2013 Board meeting has been rescheduled and will be held on Wednesday, May 22, 2013.

Motion – Mr. Sumpter and seconded by Ms. Green-Gale and passed to adjourn the meeting at **7:55 p.m.**; motioned carried unanimously.

Dr. Marjorie E. Miles, Superintendent

Recorded and Prepared by: Melissa Tilghman/Board Secretary