



**Board Minutes
Westover, Maryland
November 15, 2011**

By unanimous agreement, the Somerset County Board of Education convened in an open work session at 5:00 p.m., and a closed session at 6:15 p.m. on November 15, 2011 to discuss personnel and legal matters as permitted by the Maryland Open Meetings Act, S10-508(a)(9) of the State Government Article. Present were Chairman Sumpter, Vice Chairman Miles, Dr. Whittington, Mr. Wells, Ms. Green-Gale, Superintendent Dr. Marjorie Miles and Melissa Tilghman, recording secretary.

The regular Board meeting began at 7:15 p.m. Present were Chairman Sumpter, Vice Chairman Miles, Mr. Wells, Dr. Whittington, Ms. Green-Gale, Superintendent Dr. Marjorie Miles, and Melissa Tilghman, recording secretary.

OPEN WORK SESSION

Chairman Sumpter called the meeting to order at 5:00 p.m. Dr. Miles opened the discussion with the Communities That Care Youth Survey. The survey will be administered to students in grades 6 – 10 by Student Services Supervisors Vicki Carter and Renee McLaughlin. The data will be published but the identity of the student and school will remain anonymous. The Board agreed that before going forth with the survey a notification letter be sent home to parents. Parents will have the opportunity to return the letter indicating whether they accept or decline having the survey administered to their child.

Dr. Miles discussed and provided the Board members with an overview and breakdown of expenses of Sungard, a Computer/Finance Software Packaging Service. The Superintendent further explained that to date our current payroll system costs the county over \$90,000 a year. Sungard will costs approximately \$53,000 a year and will be done at the central office instead of Worcester County. Additional costs will only be incurred if amendments are added to the current package. The Superintendent reported that other counties reported that our PowerSchool and other programs will interface well with the Sungard Program whose company will merge SCPS data into the new system. Vicki Miller added that professional development and training for the new program will costs a one-time fee of approximately \$80,000.

Mr. Bloodsworth presented an update on the revised Grading Procedures. He explained to the Board members that the current grading system was not working. Mr. Bloodsworth expressed the concern that some students have mastered the concept but fail to turn in homework and class assignments thus causing low grade point averages. He shared that teachers should focus on work being completed towards the end of the course instead of the beginning when students are in the introduction stages. Dr. Miles thanked that Mr. Wayne Muir and Ms. Laurie Troop-Curtis for assisting in the development of the revised Grading Procedures. Teachers will decide how assignments are weighted and that it is most important that children understand the subject content.

Dr. Miles presented the five articles in relation to the Unit I Negotiations contract. She noted that only five articles could be discussed at one time. The Superintendent requested that the Board

review the presented articles for future discussion and/or amendments.

The Board members discussed the presented Route #3 Bus Contract approval request. Chairman Sumpter stated that school employees and bus contractors hiring procedures are different. Employees are brought to the Board on the recommendation of the Superintendent which makes the current policy acceptable.

Mr. Daugherty informed the Board members that there were new regulations for student transportation. Somerset County Public Schools is not in compliance. Federal DOT numbers are required for out of state trips and should be displayed on the bus. DOT license and paperwork is needed for driver's and substitutes. MDOT's are needed for instate travel. Mr. Daugherty suggested that we wait on meeting compliance measures until we are informed by the State. Delegate Otto has been trying to change the required regulations. If the county owned the buses the Federal regulations would not apply. Chairman Sumpter stated that the regulations should be put into the bus contract. He also questioned whether the MABE lobbying department had been informed. Mr. Daugherty responded that a meeting with MABE had already been held. The only trip that would be affected thus far would be to Colonel Richardson. Dr. Whittington stated that a meeting should be held with the bus contractors informing them of the legislation regulations.

It was moved Ms. Green-Gale, seconded by Mr. Wells and passed to go into closed session at 6:15 p.m.

REGULAR SESSION AGENDA

1. Call to Order

The meeting was called to order by Chairman Sumpter at 7:20 p.m.

2. Roll Call

The roll was called by Melissa Tilghman indicating that all five Board members and the Superintendent were present.

3. Declaration of Quorum

It was declared that a quorum was present.

4. Pledge of Allegiance

Chairman Sumpter led the Board in the Pledge of Allegiance.

5. Approval of Minutes

It was moved by Dr. Whittington, seconded by Ms. Green-Gale and passed to approve the amended minutes of October 18, 2011.

6. Adoption of Agenda

It was moved by Vice Chairman Miles, seconded by Mr. Wells and passed to approve the amended agenda. The vote was unanimous.

7. Student Board Members' Activities Reports

The student board members presented their reports and were thanked by the Board members.

8. Public Participation

Dee McCready thanked the Board members for being allowed to substitute for Route #3 and taking students on trips. Ms. McCready is very involved in various activities with students at Woodson Elementary School. She awards star students and encourages students to achieve.

9. Old Business

A. Facilities and Transportation and

Change Order Requests

There were no change order requests this month.

B. Human Resources

Job Descriptions

It was moved by Ms. Green-Gale, seconded by Mr. Wells and passed to approve the Assistant Superintendent's revised job descriptions. The vote was unanimous. The revised description removes the instructional responsibility.

C. Grading Procedures Update

It was moved by Vice Chairman Miles, seconded by Mr. Wells, and passed to approve Mr. Bloodsworth's revised grading procedures. The vote was unanimous.

10. NEW BUSINESS

A. Finance

Monthly Finance Report

Ms. Miller presented the Monthly Finance Report to the Board members. Chairman Sumpter thanked her for the information.

Monthly Food Service Report

Ms. Miller presented the Monthly Food Service Report to the Board members. Chairman Miles questioned whether students are permitted to purchase snacks. Dr. Miles explained the Nutritional Guidelines are set by the State and must be followed. Mr. Daugherty added that students are discouraged from purchasing snacks because they may eat them on the bus. He expressed concern that if a student were to get choked on the bus, the driver may not notice.

Sungard Software Services

Ms. Miller provided a brief overview of the Sungard Software services. It was moved by Mr. Wells, seconded by Vice Chairman Miles and passed to approve the Sungard Software Services Contract. The vote was unanimous.

Ms. Miller briefly discussed the A133 Audit contract. She stated that there were no compliance issues, no central office recommendations and only four school recommendations which have been addressed.

B. Facilities and Transportation

Route #3 Bus Contract

It was moved by Vice Chairman Miles, seconded by Dr. Whittington and passed to re-advertise the contract for Route #3. The vote was unanimous.

Driver Instructor

The Driver Instructor approved by the Superintendent was presented to the Board.

Substitute Bus Driver Training Approval

It was moved by Vice Chairman Miles, seconded by Mr. Wells and passed to approve Linda Payne to be trained as a substitute bus driver. The vote was unanimous.

Route #41 Advertisement

It was moved by Dr. Whittington, seconded by Vice Chairman Miles and passed to approve the advertisement of Route #41. The vote was unanimous. It was determined that if the students were split among current buses, the ride would be too long for the elementary students.

C. Human Resources

It was moved by Chairman Miles, seconded by Dr. Whittington and passed to approve the Board's review and study of the Learning Support Specialist's revised job description. The vote was unanimous.

A motion was called for by Vice Chairman Miles, moved by Dr. Whittington, seconded by Ms. Green-Gale and passed to approve the amended Human Resources report. The bus contract for Route #3 will be re-advertised. The vote was unanimous.

New Hires: Paul Jefferson, Jennifer Berlin, Margaret Blake

Out of State Travel

Mr. Lawson presented the Board with the Out of State Travel. Chairman Sumpter thanked him for the information.

11. Superintendent and Board Member Comments

Dr. Miles thanked Ms. McCready for a job well done and the pride she has taken transporting students to the schools. Ms. Green-Gale thanked the community for attending and asked that they support the schools for American Education Week.

Mr. Wells thanked the community for attending. He also reported that \$1,200 has been raised to help a twelve year old student's classmate who has been sick and that the trip taken to see the Boys' Soccer Team play in the State Championship was well attended. Students were well-behaved and set a good example for the county.

Dr. Whittington stated that he was glad the meeting was held at Deal Island Elementary School. He asked that the community share with the bus contractors that they are a major success and intricate part of our system. He extended a request to employees and parents to be supportive of Somerset County Public Schools. Chairman Sumpter congratulated the Soccer team for a job well-done and stated that it was a great game. He asked that the community and parents show support during American Education Week. Chairman Sumpter also thanked and congratulated Ms. Kim Wheatley for hosting the Community Challenging students event.

- 12. December 2011** – It was moved by Dr. Whittington, seconded by Ms. Green-Gale and passed to approve December 13, 2011 as the next open regular session. An open work session will be

held at 5:00 p.m. to discuss facilities and other items, a closed session at 6:00 p.m. and an open regular session at 7:00 p.m. at the Woodson Elementary School. The vote was unanimous.

13. Adjournment

It was moved by Ms. Green-Gale, seconded by Vice Chairman Miles, and passed to adjourn the meeting at 8:30 p.m. The vote was unanimous.

Dr. Marjorie Miles, Superintendent

Recorded and Prepared by: Melissa Tilghman/Secretary