

**Work Session: 6:15 p.m.**

**TIME: 6:15 p.m.                      Location: Washington Academy & High School**

**PRESENT:** Board Members: Vice Chairperson Green-Gale, Mr. Miles, and Mr. Wells; Superintendent Miles; and Board Secretary Tilghman. Also present were supervisors, public observers, and media representatives. Dr. Whittington and Chairman Sumpter were excused from the meeting.

**Student Transportation, Policy #200-18**

Mr. Jefferson presented revised Policy #200-18, Student Transportation. The federal guidelines for commercial vehicles prohibit cell phone use during operation of the vehicle. If approved the policy revision will include the following:

- A school bus contract can only be transferred to a parent, spouse or children of the existing contractor. The Supervisor of Transportation will conduct a review of each request and submit his/her recommendation to the Board of Education. The Board of Education may decide that the contract shall be a new and separate contract and awarded pursuant to “Contractor Selection” or that a new contract be awarded to the family member.
- After being observed by SCPS Administrative staff or being reported by the public, if it has been determined upon review of a recording device from the bus camera system that a contractor was using their Bluetooth or cell phone device, the driver will be suspended for 5 days for the first occurrence or decertified for a second occurrence.

**Policy #200-22, Volunteer Service**

Ms. Whitelock presented several revisions to Policy #200-22.

**Policy #700-26, Tuition Reimbursement**

Ms. Whitelock presented revised Policy #700-26, Tuition Reimbursement. The revision to the policy changes tuition reimbursement grade from a “C” to a “B” GPA.

**CHS Bats Updates**

Mr. Jefferson informed the Board that SCPS was still working with the wildlife to remove the bats for CHS. He stated that no bats have been seen within the past four days.

## **Student Field Trip**

Dr. Miles presented trip request information to the Board members on the Student Government field trip to Philadelphia.

The work session was adjourned and the Board convened in an open regular session at 6:30 p.m and voted to immediately consider going into a closed session pursuant to Section 508 (a) of the Maryland Annotated Code for the reasons listed below:

- To review and discussion closed meeting minutes
- To performed administrative functions – Section 10-503
- To discuss personnel matters – Section 10-508(a)(1)
- To consult with counsel to obtain legal advice – Section 10-508 (a)(7)

**Minutes of Open Regular Session  
Washington Academy & High School  
October 16, 2012**

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**Open Regular Session: 6:30 p.m.**

**TIME: 6:30 p.m.                      Location: Washington Academy & High School**

**PRESENT:** Board Members: Vice Chairperson Green-Gale, Mr. Miles, and Mr. Wells; Superintendent Miles; and Board Secretary Tilghman. Also present were supervisors, public observers, and media representatives. Dr. Whittington and Chairman Sumpter were excused from the meeting.

**CLOSED MEETING:**

6:34 p.m. – Pursuant to Section 10-508 of the **Annotated Code of Maryland**  
Motion: Mr. Miles and seconded by Mr. Wells; unanimously carried

**Reviewed Closed Minutes**

September 13, 2012

October 2, 2012

**Performed Administrative Functions – Section 10-503**

Received information from the Superintendent

**Discussed Personnel Matters – Section 10-508(a) (1)**

Received, reviewed and discussed personnel matters

**To Consult with Attorney to Obtain Legal Advice**

Due to the time change of the meeting, the Board Attorney left before the meeting began.

**PRESENT:** Board Members: Vice Chairperson Green-Gale, Mr. Wells, Mr. Miles, Superintendent, Dr. Miles, Mr. Jefferson, Mr. Blye and recording secretary Tilghman. Dr. Whittington and Chairman Sumpter were excused from the meeting.

The closed meeting adjourned at 7:05 p.m.

**RECONVENED IN OPEN MEETING**

**Pledge of Allegiance**

## **Adoption of Agenda**

Motion – Mr. Miles and seconded by Mr. Wells to adopt the amended agenda; unanimously carried

## **Approval of Minutes:**

September 6, 2012  
September 13, 2012  
September 18, 2012  
September 24, 2012  
October 2, 2012  
October 12, 2012

The Board voted unanimously to table the approval of minutes until further discussion and review by the Board Attorney.

## **Announcement of Closed Meeting**

Vice Chairperson Green-Gale announced that the Somerset County Board of Education met in Closed Session on the following dates pursuant to Section 10-508 of the Maryland Annotated Code for the reasons listed below:

### **September 13, 2012 – 2:03 p.m. to 4:10 p.m.**

- Reviewed and approved closed meeting minutes
- Discussed personnel matters – Section 10-508(a)(1)
- Performed administrative functions – Section 10-503
- Legal Council was not in attendance

### **October 2, 2012 – 3:05 p.m. to 5:13 p.m.**

- Discussed personnel matters – Section 10-508 (a)(1)
- Performed Administrative Functions – Section 10-503

### **October 16, 2012 – 6:34 p.m. to 7:05 p.m.**

- Tabled closed minutes for further review and discussion with Boar Attorney
- Performed Administrative Functions – Section 10-503
- Discussed Personnel Matters – Section 10-508(a)(1)

## **Public Participation**

Mr. Webster requested that the Board provide a financial report during the meeting.

Mr. Hayward, Town Commissioner, encouraged SCPS to continue to be successful with an increase in student achievement.

## **Student Board Members' Activities Reports**

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

### **Solar Project – Kenyon Energy (Allen Gorsuch)**

Mr. Gorsuch did a presentation on Solar Energy. He stated that he was looking to interact with Somerset County Public Schools STEM and Technology programs. Mr. Gorsuch requested that the Board provide the land and a twenty year contract to use solar energy. Caroline County Public Schools have agreed and has a State of the Art Solar Energy System.

Ms. Tomick was introduced and works with Mr. Gorsuch on the project. She explained that the Solar Energy costs would be 10 – 15% lower than SCPS current energy costs. Mr. Miles requested additional information on annual savings calculations for the county. Mr. Gorsuch explained that he had reviewed several hours of schools' energy usage and energy accounts to determine how solar energy could reduce the current building usage costs. He also stated that electric companies energy costs continue to rise.

Mr. Wells requested additional information and that the Solar Project presentation be presented when all Board members are present.

### **TOY - 2012**

Mr. Lawson introduced Kelly Butler, Social Studies Teacher and Somerset County's Teacher of the Year. She explained that she has a genuine concern and compassion for SCPS students. She stated that if a parent is happy and productive then their children will be happy and productive. Mr. Lawson read a proclamation from the Governor and presented it to Ms. Butler.

### **MIDDLE STATES ACCREDITATION**

Ms. Jane Pruitt, Associate Director for Middle States Association, presented the Board with information on Middle States Accreditation. She stated that SCPS has a lot to be proud of and that schools are more complex than what they have been in the past.

She provided a breakdown of the goals and objectives of the Middle States plan. She stated that the current Master Plan goals and objectives would be used, but modified and focus would be on building public relationships by involving the community and stakeholders. The Middle State Plan would identify priorities, develop new action plans, and would include working with individual schools and aligning the plan to MSA requirements. A pre approval audit would be done before the finalizing and implementing the plan.

### **OLD BUSINESS**

## **Policies**

### **#700-26, Tuition Reimbursement**

Moved – Mr. Miles and seconded by Mr. Wells; unanimously approved

## **NEW BUSINESS**

### **Financial Audit and Reports**

Mr. Blye introduced Mr. Hickman, TGM Auditor. Mr. Hickman presented an overview of the 2011-2012 Audit informing the Board that there was a \$7,800 fund balance to carryover to the 2014 school year. He explained that fixed charges had increased and that SCPS was no longer receiving various grant funds. The food services operation continue to be a challenge and is a hardship on the local operating budget. He requested that finance keep up with the profit loss and pay close attention to profit areas in December. Mr. Blye informed the Board that a Food Service budget had never been adopted and that SCPS did not have the funds to continue to absorb the food service operations.

Mr. Hickman encouraged the Board to increase monitoring of the school activity funding. Mr. Blye explained the revenue and expenditures of the schools will be audited by an internal auditor from the central office.

Mr. Hickman stated that the Board had a successful audit and the finance department did a great job getting the information to the auditors.

### **Curriculum & Instruction**

Ms. West-Smith presented the Curriculum and Instruction report with an update on the Master Plan and submission timelines. She informed the Board that the elementary students were meeting their targets and that SCPS was implementing new common core standards.

### **Out of State Field Trip Requests**

Moved – Mr. Wells and seconded by Mr. Miles; unanimously approved the SGA field trip and the overnight request of the WAHS Golf Team's to attend the State Competition on October 23, 2012.

### **Title I Reward School**

Ms. Holland informed the Board that there were 41 Title I schools in need of improvement that have been focused on by the State. None of Somerset County Public Schools were listed in that group. Greenwood Elementary School was awarded the Title I Reward School for

being a distinguished high performing rewards school by MSDE.

## **Student Services Report**

Ms. McLaughlin showed the Board a presentation on the demographics of the school system. Currently SCPS has 2,939 students attending of which 3% are homeless. Ms. Carter added that most of the disciplinary referrals came from fighting amongst elementary school students on the bus. There are behavior plans and mental health service projects going on in the schools. Ms. McLaughlin stated that children must be given necessary tools to succeed.

## **Facilities and Transportation**

### **Substitute Bus Driver Training**

Moved – Mr. Wells and seconded by Mr. Miles to approve the presented names of Bus Substitute Driver Trainees; unanimously carried

### **Policy #200-18, Student Transportation**

Moved – Mr. Wells and seconded by Mr. Miles to approve the revised Student Transportation Policy; unanimously carried

### **Bus Contract Approval**

Moved – Mr. Wells and seconded by Mr. Miles to approve the Route #22 bus contract to the spouse of the deceased driver; unanimously carried

### **Bleachers**

Moved – Mr. Wells and seconded by Mr. Miles to approve Mr. Jefferson's request to advertise for bids for bleachers at WAHS; carried unanimously

## **Out of County School Transfer Request**

Moved – Mr. Wells and seconded by Mr. Miles; unanimously carried to approve the two Out of County Student Transfer Requests as they are current students and are grandfathered in accordance to Policy #600-21, Enrollment/Attendance Eligibility/Student Assignment.

Moved – Mr. Wells and seconded by Mr. Miles; unanimously carried to deny the Student Transfer request from Wicomico County.

## **Administrative Policies**

### **Policy #200-22, Volunteer Services**

Ms. Whitelock presented revised policy #200-22, Volunteer Services for the Board's review and study.

## **HUMAN RESOURCES –**

### **Policy #700-57, Employees Use of Social Media**

This item was removed from the agenda.

### **New Hire, Retires, Resignations**

Moved – Mr. Miles and seconded by Mr. Wells; unanimously carried

#### New Hires

Darlene Parks, Rebecca Horowitz

#### Separation/Resignation

Margaret Blake, Ronald Purnell, Clint Sterling

## **SUPERINTENDENT AND BOARD MEMBER COMMENTS**

Mr. Wells asked that the community and staff pray for Dr. Whittington who has been out due to illness.

Mr. Miles stated that he was pleased to hear the number of positive comments throughout the community and asked for the community's support as the system moves forward.

Ms. Green-Gale thanked the community for their attendance and patience.

## **ADJOURNMENT**

Motion - Mr. Miles, seconded by Mr. Wells and passed to adjourn the meeting at 9:32 p.m.; unanimously carried.

Dr. Marjorie E. Miles, Superintendent

Recorded and Prepared by: Melissa Tilghman/Board Secretary