

By unanimous agreement, the Somerset County Board of Education met in a closed session at the J. M. Tawes Technology & Career Center, Tuesday, August 15, 2006 from 6:00 p.m. to 7:10 p.m.

The Somerset County Board of Education met in regular session at the J. M. Tawes Technology & Career Center, Tuesday August 15, 2006 at 7:15 p.m. Present were Chairman Scott, Vice Chairman Byrd, Mr. Paul, Mr. Willing, Mr. Miles, Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary. Student Board member James Daniels was present. Britany Dennis was absent from the meeting.

## **MINUTES**

### **1. Call to Order**

The meeting was called to order by Chairman Scott at 7:05 p.m.

### **2. Roll Call**

The roll was called by Melissa Tilghman indicating that all five Board members and the Superintendent were present. Student Board member James Daniels was present. Britany Dennis was absent from the Board meeting.

### **3. Declaration of Quorum**

Chairman Scott declared a quorum to be present.

### **4. Pledge of Allegiance**

Chairman Scott led the Board in the Pledge of Allegiance.

### **5. Approval of Minutes**

A motion was called by Chairman Scott, moved by Mr. Willing and seconded by Mr. Miles to approve the minutes of June 20, 2006.

### **6. Adoption of Agenda**

A motion was called by Chairman Scott, moved by Mr. Willing and seconded by Mr. Miles to adopt the amended agenda. The vote was unanimous with all Board members in agreement.

### **7. Public Participation**

There was no public participation at this meeting.

### **8. Student Board Members Report**

James Daniels provided a wonderful summer report and was thanked by Chairman Scott. There was no report for the Southern end, as Britany Dennis did not attend the Board meeting.

**9. April Todd's Graduate Project**

April Todd spoke to the Board regarding the obtainment of her Language Arts Master's Degree and to request approval of the research project she is working on with Nancy Michelson of Salisbury University. This project consists of a Reading Training program to help students understand what they read. Research has shown that students read and think they understand what they read, but really had not grasped the concept. Mr. Willing moved and Vice Chairman Byrd seconded to approve the continuation of this research project as well as Nancy Michelson's studies. The vote was unanimous.

**10. Special Education Project**

Dr. Brofee complimented the Board on the State Auditors' Report that stated the Special Education Department was doing a great job. The Board congratulated the Special Education Department for a job well done.

**11. Gear Up MSET Camp**

Andrew Todd stood in for Diane Johnson, as she had another engagement. Mr. Todd gave highlights and showed a presentation regarding the Technology Camp several students attended. Students were taught how to design a web page, use excel, build solar power ovens, and build robots. Mr. Todd ended with informing the Board how nice the camp was and that more students will be encouraged to attend.

**12. Old Business**

**A.**

A motion was made by Chairman Scott, moved by Mr. Paul and seconded by Vice Chairman Byrd to approve Administrative Policy #200-12, Professional Staffing). The vote was unanimous.

Dr. Brofee gave the Board an informative update on the Personal Electronic Communications and Camera Devices Policy #600-31. The Board was informed that on the first offense the cell phone will be confiscated and the second offense the electronic device will not be returned until the end of the school year. Mr. Paul suggested that parents be required to meet with the principal on the first offense. Mr. Willing suggested recording confiscation dates and keeping documentation of parent notification. Dr. Brofee agreed that both of these steps would be incorporated.

**B.**

Dr. Brofee and Nancy Smoker presented a presentation to the Board on the 2005-2006 Master Plan progress update reports. According to the State Department of Education, the African American students (specifically males) have not made adequate yearly progress at the Intermediate Level. Somerset Intermediate School has been labeled a school in Need of Improvement. It is important to note that all subgroups including the African American students have made progress over last year's group. Principals are beginning to collect data from schools to decide what action steps need to be taken for the 2006-2007 school year. They outlined the challenge for schools to be specific and detailed oriented in explaining their collected information and to report all the data. It was decided that a system needs to be developed where all data can be collected and reported correctly. Data will be shared with other schools to gain ideas on what strategies are being used to help students improve achievement.

### **13. New Business**

#### **A. Facilities and Transportation**

##### **Update on Facilities**

Mr. Daugherty informed the Board that significant work remained at Woodson, but the school will be ready when school starts. Teachers continue to move things from Whittington and Marion to Woodson.

Mr. Daugherty also stated that progress continues to be made concerning the new Somerset Intermediate building and everything seems to be going well.

The Deal Island generator has been put in place. The Board was pleased to hear that there will be forty classrooms on both ends of the county that will be getting new tiles and carpet.

Helen Riggins, Food Service Supervisor, was commended on a job well done and was honored with an award for having met the state targets.

##### **Substitute Bus Driver Request**

A motion was called for by Chairman Scott, moved by Mr. Paul, and seconded by Vice Chairman Byrd to approve the hiring of Mary Jo LaFianza and Susan Evans as new substitute bus drivers. The vote was unanimous.

Mr. Daugherty informed the Board that the State has approved the continual use of the county van by Smith Island. No action was needed.

#### **B. Policies**

##### **Business Leave Policy #700-11**

Mr. Bloodsworth brought forth Policy #700-11, Business Leave Policy so the Board can study and review to vote at next month's board meeting.

##### **High School Requirements for Graduation Policy #500-34**

Mr. Bloodsworth brought forth revised policy #500-34 for the Board to review and study. Mr. Bloodsworth seeks approval at the September Board meeting.

#### **C. Human Resources Report**

A motion was made by Chairman Scott, moved by Mr. Paul and seconded by Vice Chairman Byrd to approve the Human Resources Report presented by Mr. Lawson. The vote was a unanimous vote by four of the Board members. Mr. Willing abstained from the vote due to a potential conflict of interest.

### **Special Educational Staffing Plan**

Upon the request of the Superintendent, a motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Mr. Paul to approve the Special Education Staffing Plan. The vote was unanimous.

### **D. Finance Report**

#### **Category Transfer**

Upon the recommendation of the Superintendent, Mr. Paul moved and Vice Chairman Byrd seconded to approve Vicki Miller's Budget transfer request. The vote was unanimous. Mr. Paul complimented Mrs. Miller on the alignment and detail of her report.

#### **Monthly Finance and Food Service Report**

Mrs. Miller gave the Board an update on the Local Budget and the Food Services Budget. Chairman Scott thanked her for the information and commended Mrs. Riggins, Food Service Supervisor, for doing such a great job. Mrs. Riggins was also recognized by the State for her accomplishments in the Food Service Department. The ending of the year left food service with a net profit.

### **E. Truancy Reduction Pilot Program**

Vicki Carter gave the Board information about the Truancy Reduction Pilot Program. Ms. Carter stated that 52% of students in the program have increased their attendance. Ms. Carter also stated that the courts require both the parent and child to attend any classes or intervention imposed by the court. It was acknowledged that this is time consuming, but results are being seen. Ms. Carter stated that a greater impact would be made if students' attendance was caught earlier on.

### **F. MABE Committee Assignments**

A motion was called for by Chairman Scott, moved by Mr. Paul, and seconded by Mr. Willing to approve the following MABE Committee Assignments; 1) Chairman Scott will service on the Legislative Council and 2) Mr. Miles will serve on the Budget Planning Committee. The vote was unanimous.

### **14. Superintendent & Board Member Comments**

The Superintendent commented on summer school being provided for elementary students. The Board was also informed about opening day and the 6<sup>th</sup> and 8<sup>th</sup> grade school schedules for August 31, 2006.

### **15. August 2006 Board Meeting**

Upon recommendation of the Superintendent, Mr. Willing moved and Vice Chairman Byrd seconded and it was passed to hold the September meeting on September 19, 2006, closed session at 6:00 p.m., and open session at 7:00 p.m. at the J.M. Tawes Technology and Career Center.

### **16. The Board meeting was adjourned at 8:55 p.m.**

Karen-Lee N. Brofee, Superintendent  
Recorded and Prepared by Melissa Tilghman/Secretary