



By unanimous agreement, the Somerset County Board of Education convened in an open called session at 5:30 p.m. to discuss policy revisions and a closed session at 6:00 p.m. 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 Miles, Vice Chairman Pruitt, Dr. Whittington, General Sumpter, Mr. Wells, Superintendent Dr. Karen-Lee Brofee, and Melissa Tilghman, recording secretary.

The regular Board meeting began at 7:00 p.m. Present were Chairman Miles, Vice Chairman Pruitt, Dr. Whittington, General Sumpter, Mr. Wells Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary. Mr. Cavins, Student Board Representative was also present. Mr. Taylor was excused from the meeting.

### **5:30 P.M. POLICY REVIEW MEETING**

Chairman Miles called the policy review meeting to order at 5:31 p.m. Dr. Brofee began informing the Board about the leaks at the Somerset Intermediate School. SPN has acknowledged the issue and will begin fixing at their expense.

The Board members were then given a summary of the revisions and changes made to policies 200-01 to 200-12. The Board members questioned the evaluation of the Superintendent and were concerned that a set evaluation date and dismissal date needs to be added to Policy 200-03. The Board agreed to set April 30 as the Superintendent's evaluation completion date with a written response from the Superintendent by May 15, 2009.

The Superintendent provided the Board with Policy 200-18, Pupil Transportation for the Board's review and study and a possible vote at the next Board meeting.

The meeting adjourned at 6:35 p.m.

### **REGULAR SESSION AGENDA**

**1. Call to Order**

The meeting was called to order by Chairman Miles at 7:00 p.m. Chairman Miles requested a moment of silence in memory of Bev Goslee, Transportation Secretary who passed away on December 19, 2009.

**2. Roll Call**

The roll was called by Melissa Tilghman indicating that all five Board members and the Superintendent were present. Mr. Cavins, CAHS representative was also present. Mr. Taylor, WAHS representative asked to be excused from the meeting.

**3. Declaration of Quorum**

It was declared that a quorum was present.

**4. Pledge of Allegiance**

Chairman Miles led the Board in the Pledge of Allegiance.

**5. Approval of Minutes**

A motion was called for by Chairman Miles, moved by Vice Chairman Pruitt, seconded by Dr. Whittington and passed to approve the minutes of November 17, 2009. The motion was carried unanimously.

**6. Adoption of Agenda**

It was moved by Dr. Whittington, seconded by General Sumpter and passed to approve the adoption of the amended agenda. Item 10 was moved before the Student Board members' activities report and items 13-C1 and 13-F2 were tabled until the January Board meeting. The vote was unanimous.

**7. Introduction of Somerset County Public Schools' Christmas Card Artist**

Vicki Nelson introduced the Greenwood Elementary First Grader whose Christmas drawing was chosen to use as the design for our annual Christmas cards. He was congratulated and thanked by the Board members and the Superintendent.

**8. Student Board Members' Reports**

Mr. Cavins presented the both reports highlighting various activities going on within the schools and the upcoming holiday events. Chairman Miles thanked the student for the information.

**9. Parent & Community Budget Input**

Dr. Brofee explained the crisis we are in with concerns to the 2010-2011 budget. Cuts are being made to retirement costs and Maintenance of Effort Cost. The public has been asked to address the Board or post comments on our website. Dr. Brofee explained the different handouts that have been made available at tonight's meeting. The Superintendent has requested that the CAHS student board members talk with the students at the school and set a time when she can address any students who may have questions.

Mr. Ward addressed the Board with a request to meet with the Board members with bus demands.

Mr. Aswell presented his concern with the perception that Somerset County's budget is not in a crisis. He stated that we pay Wicomico County \$40,000 to do payroll when we could save money and do this ourselves. Mr. Aswell also expressed that the administration could stand the cut. Chairman Miles thanked him for presenting his concerns.

Mr. Barnett, Training Coordinator for the Fire Department has requested permission to use one of the schools to conduct a Crisis Drill in which a carbon monoxide poisoning event would be simulated. He has requested the use of Somerset Intermediate from 8:00 a.m. to 12 noon on either February 21, February 28, March 03, or March 14, 2010. The Fire Chief would like to use Somerset Intermediate because of its location and size. Students volunteering to participate in this program will be allowed to gain community service hours. Mr. Barnett has requested the evacuation plan of all the schools. The Board members have agreed to review this request for a future response.

Susan Fisher, retired teacher and nurse addressed the Board expressing her concerns of teachers and parents. Ms. Fisher stated that after talking with parents she concluded 1) parents were not comfortable with presenting their concerns to the Board 2) teachers and students are frustrated with mandated requirements and are feeling pressured 3) overcrowding and limited budget restraints continues to be a problem 4) Bullying, Intimidation and Harassment is on the rise and enforcement is needed 5) more teachers resources are needed 6) and students are loosing hope and being discouraged. Ms. Fisher did thank the Superintendent and the CHS Staff for their efforts and involvement in preventing an escalating community and school event.

Several parents were in attendance but felt that they did not have enough information to provide input on the budget priorities for next year.

**10. Public Participation**

The Superintendent addressed the absence of John Riggins. Mr. Riggins was listed on the agenda to present during public participation, but did not present as Dr. Brofee had spoke to him prior to the meeting in regards to his concern.

**11. Washington High School Report**

Ms. Collins and Mr. O’Neal showed a presentation on the different activities going on at the high school. The Board members were also updated on the status of the access periods. During access, students are given the opportunity to get tutoring, join clubs, or various other things. Pictures of the renovation were also shown to the Board to give them an idea of how it was going.

**12. OLD BUSINESS**

**A. Safety and Security of Students**

The Superintendent provided the Board members with a handout addressing the concerns of the parents who presented at the last Board meeting. The parents were concerned about the safety and security of the students at Crisfield High Schools and felt that safety measures needed to be taken.

**B. Student Services – Uniform Update**

Ms. McLaughlin introduced several parents that spoke to the Board members in regards to their satisfaction with school uniforms. The PTO president, Kim Hobbs stated that she was very satisfied with the students wearing uniforms and provided a website called FrenchToast.com. Yvonne Corbin, another parent stated that uniforms are cheaper and easier on the parents.

Ms. McLaughlin showed a presentation on uniforms. There are some differences in prices at discounted referrals. At GES 41% and at DIS 64% of parents were satisfied with the uniform initiative. We will be collaborating with local vendors and will be looking to implement uniform trading and swapping. Open session meetings will be held for future implementation.

Ms. Linamen and Mrs. O’Neal are also in favor of continuing with uniforms and reported that the PTA are also in favor. The schools also have lending closets in which students are provided a uniform until the end of the day if they come to school without one.

Dr. Whittington stated that in the beginning he was no a supporter of the uniforms initiative but now believes it is a good idea.

Mr. Wells commended Ms. Mclaughlin for her professionalism in handling disgruntled parents during the recent parent meeting held to discuss the uniform initiative.

It was moved by Dr. Whittington, seconded by Mr. Wells, and passed to approve the expansion of the uniform initiative to Somerset Intermediate, Woodson Elementary, and Princess Anne Elementary.

### **C. Human Resources**

#### **Policy #700-39, Title IX Non Discrimination Policy**

A motion was called for by Chairman Miles, moved by Dr. Whittington, seconded by Vice Chairman Pruitt and passed to approve Policy #700-39, Title IX Non Discrimination Policy. The vote was unanimous.

#### **Policy #700-43, Employment of Foreign Nationals**

A motion was called for by Chairman Miles, moved by Dr. Whittington, seconded by Vice Chairman Pruitt and passed to approve Policy #700-43, Employment of Foreign Nationals. The motion was carried unanimously.

#### **Approval of Revised Job Descriptions**

It was moved by Vice Chairman Pruitt, seconded by Dr. Whittington, and passed to approve the following revised job descriptions: Human Resources Director, Assistant Superintendent, Secondary Education Supervisor, and Special Education Supervisor. The vote was unanimous.

### **13. NEW BUSINESS**

#### **A. Finance**

##### **Monthly Finance Report**

Dr. Brofee presented the finance report as Ms. Miller had attended Bev's viewing.

##### **Food Service Report**

Dr. Brofee also presented the Board with the food service report informing them of a current \$2,500 shortfall.

#### **B. Proposed Art Donation Project**

Ms. Mitchell explained that donations would have to be under \$5,000. An invitation to all local artists was extended for their participation in this project. The purpose of this project is to enrich and encourage student to understand and take art more seriously. The Board members thanked her for the information. It was moved by Vice Chairman Pruitt, seconded by Mr. Wells and passed to approve Ms. Mitchell's Art Donation Project.

#### **C. Facilities and Transportation**

##### **Approval of Underground Storage Tank Removal**

The Board agreed to table this item until the next Board meeting. The changed was approved at the beginning of the meeting.

### **Approval of Terrazzo Contract at WAHS**

It was moved by General Sumpter, seconded by Dr. Whittington, and passed to approve the Roman Mosaic flooring Contract with Terrazo. The vote was unanimous.

### **Substitute Bus Driver Training**

A motion was called for the Chairman Miles, moved by Mr. Wells and seconded by General Sumpter to approve the substitute training of Laverne Stewart (Princess Anne) and Jeffrey Young (Pocomoke). The vote was carried unanimously.

## **D. Enrollment Project 2010-2011**

Dr. Brofee presented a report of the projected student enrollment in 2010-2011. A breakdown of the student to teacher ratio was presented. The Board members were affirmed that everything seems to be going well at the schools.

## **E. Student Out of County Trip Approval**

It was moved by Vice Chairman Pruitt, seconded by General Sumpter and passed to approve the Student Government Advisor's requests to attend a student Government Leadership Conference on January 08, 2010. The vote was unanimous.

## **F. Policies**

### **Policies of Administration, #200 series**

Dr. Brofee presented policies 200-01 to 200-12 to the Board members to review and study for a vote at the next Board meeting.

### **Policy #700-07, Personnel Records and Data Storage**

The Board members unanimously agreed that Policy #700-07, Personnel Records and Data Storage would be tabled until the next Board meeting.

## **G. Human Resources Report**

Mr. Lawson presented the Human Resources Report to the Board members.

### **Review of Revised Job Descriptions**

Mr. Lawson requested the Board's review and study of the revised Elementary Supervisor. The Board will vote at the next Board meeting.

### **Out of State Travel**

Chairman Miles thanked Mr. Lawson for the Out of State Travel report.

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

The Superintendent announced the Charter School ruling – 'In Favor' of Somerset County Public School's decision. Also announced was the State's approval for full funding of the Washington High School Renovation project.

The Board members extended happy holidays to everyone and General Sumpter requested that support be given for UMES scholarships. He also thanked all the parents to attending the meeting. Dr. Whittington extended community outreach efforts to his fellow Board members and Chairman Miles voiced his concern with the lack of communication with the Board and individuals who feel that their issues are not being addressed.

15. **December 2009** – A motion was called for by Chairman Miles, moved by Vice Chairman Pruitt, seconded by Dr. Whittington and passed to approve January 19, 2010 as the next open regular session. An opened called session will be held at 5:30 p.m. to discuss policies and facilities, an executive session will be held at 6:00 p.m. followed by the open regular session at 7:00 p.m. at the J.M. Tawes Career & Technology Center. The motion was carried unanimously.

#### 16. **Adjournment**

It was moved by Dr. Whittington, seconded by General Sumpter and passed to approve the adjournment of the meeting at 9:30 p.m. The vote was unanimous.

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