



By unanimous agreement, the Somerset County Board of Education convened in 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 Mr. Miles, Mr. Wells, Dr. Whittington, General Sumpter, Ms. Green-Gale, Superintendent Dr. Karen-Lee Brofee, and Melissa Tilghman, recording secretary.

The regular Board meeting began at 7:30 p.m. Present were Mr. Miles, Mr. Wells, Dr. Whittington, General Sumpter, Ms. Margo Green-Gale, Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary. Student Board Representatives were also present.

REGULAR SESSION AGENDA

1. Call to Order

The meeting was called to order by Dr. Brofee at 7:30 p.m.

2. Swearing in of Board of Education Member

Ms. Margo Green-Gale, Mr. William Miles, and Mr. Robert Wells were sworn in by Ted Phoebus.

3. Roll Call

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

4. Reorganizing of Board of Education

It was moved by Dr. Whittington, seconded by Mr. Wells, and passed to approve the nomination of General Sumpter as the Chairman. General Sumpter accepted and the motion was carried unanimously.

It was moved by Ms. Margo Green-Gale, seconded by Mr. Wells and passed to approve the nomination of Mr. Miles as the Vice Chairman. Chairman Miles accepted and the motion was carried unanimously. Dr. Whittington and Mr. Wells were nominated but declined the Vice Chair position.

5. Declaration of Quorum

It was declared that a quorum was present.

6. Pledge of Allegiance

Chairman Sumpter led the Board in the Pledge of Allegiance.

7. Approval of Minutes

A motion was called for by Chairman Sumpter, moved by Dr. Whittington, seconded by Mr. Wells and passed to approve the minutes of December 14, 2010. The motion was carried unanimously.

8. Adoption of Agenda

It was moved by Dr. Whittington, seconded by Mr. Wells and passed to adopt the amended agenda. Item 12-D was added, Football Query. The vote was unanimous.

9. Student Board Members' Activities Report

Student Board Representatives presented their reports and were thanked by the Board members.

10. Public Participation

There was no public participation.

11. Comments on Site Accomplishments

Dr. Brofee announced that Maryland has been named 1st in the nation by Education Week, ranks 8th proficient status and third highest in status of Highly Qualified staff. Somerset Intermediate ranks 85.8% in reading. Chairman Sumpter thanked Mr. Lawson for a job well done and to Dr. Brofee and staff for all their hard work.

12. Old Business

A. Facilities

Change Order Requests

There were no change order requests.

Mitigation Request

It was moved by Mr. Wells, seconded by Vice Chairman Miles and passed to approve Mr. Daugherty's request to allow the county roads to use 1.5 acres of Marion Sarah Peyton's land to reconstruct the Marumsco Bridge. The vote was unanimous with all Board members in agreement.

WAHS Construction Revenue: Board of Public Works Request

Mr. Daugherty discussed the progress of the Washington Academy and High School's restoration. Originally the WAHS project come in higher than what the state will willing to support. The county was asked to reduce the project. With the bidding process going as well as it did much was able to be negated. The project is moving forward with little expected from the county.

B. Policies

Policy 800-11, Title I Parent Involvement

It was moved by Dr. Whittington, seconded by Mr. Wells and passed to approve revised Policy #800-11, Title I Parent Involvement. The motion was carried unanimously with all Board members in agreement.

Establishing a Monthly Work Session

The Board members agreed that there is a need for separate Board work sessions. These will be called on an as needed basis and set according to the schedule of the Board members.

C. Human Resources

Job Descriptions

It was moved by Vice Chairman Miles, seconded by Dr. Whittington, and passed to approve the following job descriptions presented by Mr. Lawson at the December Board meeting: Early Childhood Teacher, Tutor, and a School Administrative Associate II. The motion was carried unanimously.

D. Football Inquiry

Mr. Webster announced the upcoming local skills competition on February 04, 2011 and the Regional Skills Competition February 10, 2011. He continued his report with an update on the Football Petition brought forward at the December Board meeting by the Crisfield High School Student Representative. Mr. Webster provided a breakdown of the costs affiliated with running a football team which is estimated at \$84,000. Vice Chairman Miles requested the figures from football revenue. The Board thanked Mr. Webster and took the information for review and further discussion.

13. New Business

A. Finance

Review of Audit Comments and Responses

Dr. Brofee presented the Legislative Audit comments and responses to the Board as were discussed the previous week with the Education and Economic Development Subcommittee of the Maryland House of Delegates Appropriations Committee. The audit had 23 recommendations and 15 commendations. Recommendations included the hiring of additional staff, performance management, and policies and procedures. Currently 31% of recommendations are being implemented, 59% are currently in progress, and 10% of the recommendations will be implemented in the future. Ms. Miller addressed the auditors' PVA recommendation and noted that additional documentation protocols were the greatest need. She also expressed concern of the legislators understanding of the PVA allotment cost breakdowns. Dr. Brofee added that she has provided the legislators with a breakdown of the annual audits that are conducted regularly throughout the year.

Monthly Finance Report

Ms. Miller presented the monthly finance report to the Board.

Food Service Report

Chairman Miles expressed his concern of the \$99,000 deficit and questioned reasons for the deficit. Ms. Miller assured the Board that inventory and purchasing controls were in place and that the deficit is less than it was at this time last year. The General Fund will most likely have to be used have to cover the food service loss.

B. Instruction

2011-2012 School Calendar

Mr. Bloodsworth introduced the proposed 2011-2012 school calendars for the Board's review and study. Vice Chairman Miles requested a cost breakdown of having the schools closed for two weeks for Christmas. The Board was informed that principals and staff appreciated the long breaks. The Board questioned parents reaction to the early opening of school as well its effect on student attendance during the first week of school. Ms. Carter stated that lack of attendance due to the early opening of school does not show significant impact on student attendance.

Field Trip Approval

It was moved by Vice Chairman Miles, seconded by Dr. Whittington and passed to approve the Student Government Association's request to attend an overnight leadership workshop at the State Convention in Ocean City. The vote was unanimous with the stipulation that a male and female chaperone attend. Mr. Bloodsworth will inquire on Crisfield High School's SGA's participation in the workshop.

C. Human Resources

Job Descriptions

Mr. Lawson presented the Instructional Assistant and the Elementary Reading Coach revised job descriptions for the Board's review and study. The Board will vote at the February Board meeting.

New Hire, Retires, and Resignations

Mr. Lawson presented the Human Resources report to the Board. The Board decided to vote on the report at a later date.

Out of State Travel

Mr. Lawson presented the Out of State travel to the Board for informational purposes only.

14. Superintendent and Board Member Comments

Dr. Brofee announced that MABE had rescinded the increase in annual dues in consideration of the budget cuts that school systems are facing. She also thanked everyone who attended the budget sessions. Vicki Nelson and Mr. Bloodsworth were thanked for their hard work in organizing our systems contributions to the increase of United Way. Washington High School's student representative requested that the Board look into getting the school counselors additional help. Ms. Green-Gale thanked everyone for attending and is excited about her role as a School Board member. Dr. Whittington apologized to Ms. Hopkins for not being able to attend Somerset Intermediates Learning Exhibition scheduled for January 26, 2011.

- 15. February 15, 2011** – A motion was called for by General Sumpter, moved by Chairman Miles, seconded by Dr. Whittington and passed to hold an open work session at 5:00 p.m. to discuss change order requests, an executive session at 6:00 p.m., and an open regular session meeting at 7:00 p.m. at the J.M. Tawes Technology & Career Center on February 15, 2011.

16. Adjournment

It was moved by General Sumpter, seconded by Dr. Whittington and passed to adjourn the meeting at 8:45 p.m. The vote was unanimous.

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