

Princess Anne, Maryland  
November 19, 2002

By unanimous vote, the Somerset County Board of Education met in a closed session at the J. M. Tawes Technology & Career Center, Tuesday, November 19, 2002 at 6:00 p.m. Present were: Chairman Dick Scott, Vice Chairman James R. Byrd, Mr. Jack Paul, Mr. Ernest Satchell, Mr. Jack Willing, Superintendent Karen-Lee Brofee and Ms. Chisholm. The meeting was closed to discuss personnel matters under authority of S10-508(a) of the State Government Article of the Annotated Code of Maryland.

The Somerset County Board of Education met in a regular session at the J. M. Tawes Technology & Career Center, Tuesday, November 19, 2002, at 7:00 p.m. Present were: Chairman Dick Scott, Vice Chairman James R. Byrd, Mr. Jack Paul, Mr. Ernest Satchell, Mr. Jack Willing and Superintendent Karen-Lee Brofee. Student Board members, Katie Ford and Sara Grosky, were also in attendance.

#### **CALL TO ORDER**

The meeting was called to order by Chairman Scott at 7:00 p.m.

#### **ROLL CALL**

The roll was called by Ms. Chisholm indicating that all Board members were present.

#### **DECLARATION OF QUORUM**

Chairman Scott declared a quorum to be present.

#### **PLEDGE OF ALLEGIANCE**

Chairman Scott led the Board in the pledge of allegiance.

#### **MINUTES**

Motion - Mr.Satchell , second - Mr.Willing and passed, to approve the minutes of the October 15, 2002 regular meeting, as published.

## **AGENDA**

Dr. Brofee requested to amend the agenda to add item 12-I, Budget Calendar and to delete item 12-E, Attendance Policy. Motion - Mr. Willing, second - Mr. Byrd and passed, to adopt the agenda as amended.

## **PUBLIC PARTICIPATION**

No concerns were voiced during public participation.

## **STUDENT BOARD MEMBER REPORT**

Katie Ford and Sara Grosky reported on activities in their area school districts.

## **SOMERSET COUNTY ADULT EDUCATION AND LITERACY PROGRAMS**

Chairman Scott recognized and presented the three most recent GED graduates, Sheila L. Dashiell, Brandy Rae Clough, Amy R. Brittingham with their high school diplomas.

## **PRINCESS ANNE PRIMARY SCHOOL REPORT**

Mr. Stanley Pruitt, Principal of Princess Anne Primary School, provided a detailed report on school activities.

## **OLD BUSINESS**

### **PROPOSED POLICY NO. 200-23 (AUTHORIZATION FOR RESEARCH STUDIES)**

Upon recommendation of the Superintendent, it was moved by Mr. Paul, seconded by Mr. Willing and passed, to approve Proposed Policy No. 200-23 (Authorization For Research Studies).

### **PROPOSED POLICY NO. 600-37 (LEARNING SUPPORT TEAMS)**

Upon recommendation of the Superintendent, it was moved by Mr. Satchell, seconded by Mr. Byrd and passed, to approve Proposed Policy No. 600-37 (Learning Support Teams).

## **NEW BUSINESS**

### **PERSONNEL**

Upon recommendation of the Superintendent, it was moved by Mr. Willing, seconded by Mr. Byrd and passed, to approve the following personnel actions: new hires: Damon Thompson, Victoria Dews, Natesha Morton, Andrew Horsey; resignations: Henry Ward.

### **AUDIT**

Mr. Gene Atkins, representing Pigg, Krahl, Stern & Co., P.A., presented the audit for year ending June 30, 2002.

### **BID - CARGO VAN**

Upon recommendation of the Superintendent, it was moved by Mr. Byrd, seconded by Mr. Satchell and passed, to approve the bid of Tawes Brothers, Inc. for the purchase of a cargo van.

### **EMPLOYEE HANDBOOK**

Upon recommendation of the Superintendent, it was moved by Mr. Paul, seconded by Mr. Willing and passed, to approve the Employee Handbook.

### **PROPOSED POLICY 600-26 (COMPETITIVE FOOD AND FOODS OF MINIMAL NUTRITIONAL VALUE)**

Following a brief discussion, it was the consensus of the Board to receive Proposed Policy 600-26 (Competitive Food and Foods of Minimal Nutritional Value) for study.

### **EWELL SCHOOL, SCHOOL LUNCH CONTRACT**

Upon recommendation of the Superintendent, it was moved by Mr. Byrd, seconded by Mr. Willing and passed to approve the bid submitted by Bayside Inn Restaurant for the Ewell School, school lunch contract.

### **TRANSPORTATION**

Upon recommendation of the Superintendent, it was moved by Mr. Willing, seconded by Mr. Paul and passed, to approve Mr. Dewayne Terrell to become a substitute school bus driver.

Upon recommendation of the Superintendent, it was moved by Mr. Willing, seconded by Mr. Paul and passed, to approve Norman Bromley's request to purchase a new

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bus and to grant permission to Mr. Daugherty to rearrange some bus routes to eliminate some deadhead mileage.

### **OUT OF COUNTY SCHOOL TRIPS**

Out of county school trips for the months of November and December 2002 were presented for the Board's information.

### **BUDGET CALENDAR**

Following discussion, it was the consensus of the board to post the budget schedule on the web site.

### **CRISFIELD HIGH SCHOOL ACCREDITATION**

Dr. Brofee announced the accreditation of Crisfield High School through the fall of 2007.

### **SUPERINTENDENT AND BOARD MEMBER COMMENTS**

Dr. Brofee shared some of the highlights from the school district during the previous month. Additionally, Dr. Brofee announced approval of the Crisfield High School ROTC for next year, and the theme of American Education Week, "Making Schools Great for Every Child."

Chairman Scott announced Thursday, December 5 as a board retreat for budget work session.

### **DECEMBER BOARD MEETING**

Motion - Mr. Willing, second - Mr. Satchell and passed, to hold the December meeting on December 10, 2002, closed session at 6:00 p.m., public input session 6:30 p.m. and open session at 7:30 p.m. at the J. M. Tawes Technology & Career Center.

### **ADJOURNMENT**

The Board meeting was adjourned at 8:30 p.m.

Karen-Lee N. Brofee, Secretary/Superintendent  
Prepared by: Sarah T. Chisholm