



The Somerset County Board of Education met at the J. M. Tawes Technology & Career Center, Tuesday September 25, 2007 at 5:30 p.m. to review the SIS Tawes Construction Project. Upon completion of the SIS Tawes Construction Update the Board met in a closed session meeting at 6:30 p.m.

By unanimous agreement, the Somerset County Board of Education met in a closed session at the J.M. Tawes Technology & Career Center, Tuesday, September 25, 2007 at 6:30 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 Scott, Vice Chairman Miles, Mr. Willing, Mr. Pruitt, Mr. Paul, Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary.

The regular Board meeting began at 7:05 p.m. Present were Chairman Scott, Vice Chairman Miles, Mr. Willing, Mr. Pruitt, Mr. Paul, Superintendent Karen-Lee Brofee, and Melissa Tilghman, recording secretary. The new Student Board members Chatriece Lawson and Alexander Cavins were also in attendance.

OPEN WORK SESSION

The Somerset County Board of Education met in an open work session at 5:30 p.m. Present were Chairman Scott, Vice Chairman Miles, Mr. Willing, Mr. Pruitt, Mr. Paul, Dr. Brofee and recording secretary, Melissa Tilghman. Mr. Daugherty and Mr. Catanzaro were also present at the meeting.

The meeting was called to order by Chairman Scott, moved by Mr. Willing and seconded by Mr. Pruitt to go into open work session. Mr. Daugherty began the meeting by informing the Board that change order requests #8 - #38 had been received giving the Board members a detailed description of each change order. Change order request #37 had been deleted.

REGULAR SESSION AGENDA

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 Members Chatriece Lawson and Alexander Cavins were also present.

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 for by Chairman Scott, moved by Mr. Willing and seconded by Mr. Pruitt to approve the minutes of August 14, 2007. The vote was unanimous.

Mr. Willing moved and Mr. Pruitt seconded to approve the correction of minutes for the June 19, 2007 board meeting. The vote was unanimous.

6. Adoption of Agenda

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

7. Public Participation

There was no public participation.

8. Introduction of New Student Board Members

With apologies for the delay of Student Board members, Mr. Elebash introduced the two new Student Board Members. Both students provided informational school reports.

9. Special Presentation

Mr. Bloodsworth began his presentation with the announcement of policy #500-36, High School Diploma for the Armed Forces Veteran. Following this policy was a description and life history of one such gentleman, Mr. James Baughman. Mr. Bloodsworth and Mr. Baughman's neighbors surprised Mr. Baughman with his diploma.

10. Pigg, Krahl Stern, & Company Audit Report

It was moved by Mr. Willing and seconded by Mr. Miles to approve the Pigg Krahl Stern, & Audit Report provided by Kathleen Robbins, Andy Haynie, and Mike Klegger. They reported that the county appropriations for the school food program had increased by 4.42% and that the State appropriations had increased by approximately 13.81%.

The Food Service Department Management section of the report showed a significant deficiency. There were problems concerning the frozen meats inventory. Managers need to document all activities. There was approximately a \$4,000.00 inventory discrepancy.

Greenwood Elementary school also had a couple of fundraiser issues concerning the T-Shirt Fundraiser, Basket Bingo, Dinner Theatre, and the Doughnut Fundraisers. Tickets or payment receipts should be provided in order to keep track of these particular fundraisers. The effect of not keeping a paper trail could result in a shortage of funds.

Washington High School was another school with a slight concern. The WHS Store and the inventory could not be reconciled. There showed no evidence of wrong doing, but possible. Auditors felt recording and inventory should be more reconcilable.

The Auditors reported that overall, we had a good report and thanked the staff for being so helpful.

A motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Vice Chairman Miles to approve the Pigg, Krahl, Stern, & Company Audit Report. The vote was unanimous.

OLD BUSINESS

11. Facilities

It was moved by Vice Chairman Miles and seconded by Mr. Willing to approve the Change Order Requests #8 - #38, excluding #37 for Somerset 6/7 Intermediate School. The vote was unanimous.

Policies

It was moved by Mr. Paul and seconded by Vice Chairman Miles to approve revised Policy #700-13, Work Schedule and Leave for Employees of Somerset County Public Schools. The vote was unanimous.

It was moved by Mr. Willing and seconded by Pruitt to approve Policy #200-20, Travel and Transportation Reimbursement and Expenses. The vote was unanimous.

Special Education Staffing Plan

A motion was called for by Chairman Scott, moved by Mr. Paul, and seconded by Mr. Pruitt to approve Mrs. Reich's Special Education Staffing Plan. The vote was unanimous.

NEW BUSINESS

12. MABE Committee Nominations

It was moved by Mr. Paul and seconded by Mr. Willing to approve the nomination and acceptance of Chairman Scott to the MABE Budget Committee. The vote was unanimous.

A motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Mr. Pruitt to approve the nomination and acceptance of Vice Chairman Miles to the MABE Conference Committee. The vote was unanimous.

A motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Mr. Paul to approve the nomination and acceptance of Vice Chairman Miles to the MABE Legislative Committee.

The vote was unanimous.

Facilities and Transportation

Request to Train New Bus Driver

Mr. Daugherty informed the Board that the Substitute Bus Driver Training requests had been pulled as the complete applications for Ambrose Bishop and Gary Shores had not been received yet.

Approval to move Relocatables for MSP to WHS

A motion was called for by Chairman Scott, moved by Mr. Paul and seconded by Mr. Miles to approve Mr. Daugherty's request to use Harry C. White House Movers to move relocatables

from Marion Sarah Peyton to Washington High School. The vote was unanimous.

Approval to Install Fencing at CHS

It was moved by Mr. Willing and seconded by Mr. Pruitt to approve Mr. Daugherty's request to contract with Anderson Fence, Inc. to install fencing at Crisfield High School. The vote was unanimous.

Approval for the Construction of Athletic Storage

It was moved by Mr. Pruitt and seconded by Vice Chairman Miles to approve Mr. Daugherty's request to contract with Stimas Enterprises to complete the construction of an Athletic Storage Building at Crisfield High School. The vote was unanimous.

FY2009 Capital Improvement Plan

A motion was called for by Mr. Willing and seconded by Mr. Miles to provide Mr. Daugherty with the approval to submit the FY2009 Capital Improvement Plan to the Commissioners and then to the State. The vote was unanimous.

Comprehensive Maintenance Plan

A motion was called for by Chairman Scott, moved by Mr. Willing and seconded by Mr. Paul to approve the Comprehensive Maintenance Plan to present along with the Capital Improvement Plan. The vote was unanimous.

Human Resources Report

Annual Human Resources Report Summary

Mr. Lawson provided the requested Annual Human Resources report. The Board was informed that there is a 33% termination and resignation based on dissatisfactory means. Some return to their home state to teach. The application process has changed and teacher certification can now be checked online. There are courses and teacher substitutes available to allow teachers to take courses to help get certification. A Mentor Program is also available. There has also been an expansion in recruiting practices.

Vice Chairman Miles questioned the hiring practices and noted that we should review our recruiting and hiring procedures. He will meet with Mr. Lawson at a later date to discuss.

Human Resources Report

It was moved by Mr. Pruitt and seconded by Mr. Willing to approve Mr. Lawson's Human Resources report as presented. **Terminations:** Demond Selby; **Resignations:** Catherine Saidla Long; **New Hires:** Roy Kelly, Leslie Marsh, Joanna Wilson, Monica Lake, Pat Townsend, Daniel Baker, Marvin Mosly, Cathy Cox, Heather Necessary, Ashley Rowbotton, Nettie Lynn Brumley, Valerie Guetens, Eileen Podlas, and Lisa Koehler.

Out of State Travel

Mr. Lawson provided out of state travel to the Board for informational purposes only.

Presentation of the Master Plan Update:

During the beginning of the Master Plan Update Presentation, Dr. Brofee invited the Media reporters to stay for an informational update.

Dr. Brofee reported that there has been an improvement in the progress of student achievement. The Timeline does not fall in place with the budget review and update reports. There has been an increase in student achievement in the PreK – 5 and the African American subgroups. The Reading challenges will target intervention by individual student need.

At the elementary level, there has been a continuous increase in the AMO. Majority of funds are being used at the elementary level. Remediation and Intervention hasn't been working. Students are given a choice of taking an elective or HSA remediation. Students who don't test well, but have good grades, can do a project to make up for the HSA Test.

Dr. Brofee reported that the ELL group has met proficiency. There have been several staff positions developed to help this group of students.

A review of the SIS construction and WHS renovations was presented. Dr. Brofee listed various ways that Thornton Funding has had on SCPS and what the impact would be should we lose that funding.

Finance Report

Financial Statements

Mrs. Miller informed the Board that the MSDE auditors are here and that the Legislative Auditors are on their way.

Monthly Finance Report

A separate report was not given as all this information was included in the audit report.

Monthly Food Service Report

A separate report was not given as all this information was included in the audit report.

JM Tawes School Report

Mr. Webster reported that there are two certified teachers at the ALC and Evening Schools and students are doing well. The "Why Try" Program is also going well. He also reported on the Fire and Rescue course that is being offered. Out of the twenty trainees, nine are from Somerset County. There has been 100% Inservice participation. Crisfield High School now has an athletic trainer. The soccer and field hockey trainers swap to meet the school's athletic need. Mr. Webster was thanked by Chairman Scott.

13. Superintendent & Board Member Comments

The Superintendent informed the Board that the Grand Jury had been to the central office and overall the building was in good shape. They especially thanked Mr. Higgs for his upkeep of the maintenance shop. We now have an enrollment of 2,928 students and the attendance clerks are doing a great job.

Accolades were given to the new teachers on how well they are doing. United Way is beginning driven by Mr. Bloodsworth and Ms. Nelson, Public Relations Specialist. Dr. Brofee encourages everyone to give to United Way.

Ending the Superintendent's comments, the Board was informed on the Status of the Charter School Appeal. So far, we have incurred \$4,120 in legal fees. The State has not reviewed the Charter Appeal and will not do so until October or November.

- 14. October 2007** – It was moved by Vice Chairman Miles and seconded by Mr. Pruitt, and passed to approve the October 16, 2007 as the next open regular session. Closed session will begin at 6:30 p.m. and the open regular session will begin at 7:00 p.m. at the J.M. Tawes Technology & Career Center. The vote was unanimous.

- 15. The Board meeting was adjourned at 9:15 p.m.**

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