

UNOFFICIAL - OPEN SESSION
THE BOARD OF EDUCATION OF WORCESTER COUNTY
6270 WORCESTER HIGHWAY
NEWARK, MARYLAND 21841

November 15, 2011

The Board of Education of Worcester County met in **closed session** pursuant to Section 10-508 of the Annotated Code of Maryland at 11:12 a.m. at the Worcester County Board of Education Office on Tuesday, November 15, 2011, with the following persons present: Mr. Robert G. Hulburd, President, Mr. Robert A. Rothermel, Jr., Vice-President, Mr. Barry Q. Brittingham, Sr., Mr. Jonathan C. Cook, Mr. J. Douglas Dryden, Mr. Donnie L. Shockley, Mrs. Sara D. Thompson, Mr. Jim Almand, Board Attorney, Dr. Jon M. Andes, Superintendent of Schools, Dr. John Gaddis, Assistant Superintendent of Instruction, Mr. Ed Barber, Assistant Superintendent for Administration, and Mr. Vince Tolbert, Chief Financial Officer.

At this closed session, the Board discussed personnel matters. Certain legal issues were also discussed.

The Board of Education of Worcester County met in **open session** in the Board of Education Meeting Room at the Worcester Educational Center on Tuesday, November 15, 2011, at 12:37 p.m. with the following persons present: Mr. Robert G. Hulburd, President, Mr. Robert A. Rothermel, Jr., Vice-President, Mr. Barry Q. Brittingham, Sr., Mr. Jonathan C. Cook, Mr. J. Douglas Dryden, Mr. Donnie L. Shockley, Mrs. Sara D. Thompson, Dr. Jon M. Andes, Superintendent of Schools, Mr. Ed Barber, Assistant Superintendent, Dr. John Gaddis, Assistant Superintendent of Instruction, and Mr. Jim Almand, Board Attorney. Also present were: Ms. Kiana Smith, Pocomoke High School Student Representative, Mr. Daniel Gordy, Snow Hill High School Student Representative, and Ms. Maura Smith, Stephen Decatur High School Student Representative.

These student representatives participated in the open session and voted on certain matters; however, all student comments and votes are unofficial and non-binding in accordance with Board policy.

The meeting was **called to order** by the President, Mr. Hulburd, and a **quorum** was declared. Mr. Vince Tolbert, Allen Memorial Baptist Church, gave the **invocation** and was followed by the **pledge of allegiance**.

On the motion of Mr. Brittingham, seconded by Mr. Cook, the **agenda** was approved with modifications. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, Mr. Shockley, and Mrs. Thompson. Opposed: None.

Student Representative Vote (Unofficial) - Voting for approval: Ms. Smith, Mr. Gordy, and Ms. Smith.

On the motion of Mrs. Thompson, seconded by Mr. Brittingham, the **minutes** of the meeting held on October 18, 2011, were approved. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, Mr. Shockley, and Mrs. Thompson. Opposed: None.

Student Representative Vote (Unofficial) - Voting for approval: Ms. Smith, Mr. Gordy, and Ms. Smith.

The Student Board Representatives gave a brief **update on events at their schools.**

PUBLIC PARTICIPATION

The Board reviewed the **Superintendent Search Proposal** from the Maryland Association of Boards of Education (MABE). Mr. Almand stated that the service is a benefit of being a member of MABE and it was legally sufficient. On the motion of Mr. Shockley, seconded by Mrs. Thompson, the Board accepted the contract as presented. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, Mr. Shockley, and Mrs. Thompson. Opposed: None. Dr. Carl Smith, Executive Director of MABE, and Mr. Bob Hulburd, President, signed the contract. Other MABE search committee members present were: Ms. Kathryn Blumsack, Director of Board Development, Mr. Bill Middleton, Retired Superintendent of Wicomico County Public Schools, and Dr. Ed Shirley, Retired Superintendent of Caroline County Public Schools.

Sandy Pacella was recognized for being nominated for the Lights On Outstanding Individual for 2011. Since being appointed as the Grants Writer for Worcester County Public Schools, Sandy has been responsible for securing \$17,815,000 in total grant awards that are inclusive of \$10,100,000 in 21st Century Community Learning Centers Grants.

The Board recognized **Matthew Elburn** for being chosen as the National recipient of the 2011 Iva Dean Cook Teacher of the Year Award presented by the Division on Career Development and Transition of the Council for Exceptional Children.

William Gordy was recognized for being chosen as the State recipient of the 2011 American Legion Crystal Apple Award for Teaching Excellence.

Worcester County Public School System was recognized for receiving the 2011 National Exemplary Professional Development School (PDS) Achievement Award. The award was presented by Dean of the Seidel School at Salisbury University Dennis Pataniczek, Stacie Siers, Regional PDS Coordinator, and Dr. Keith Connors, PDS Liaison,

Mr. Bruce Krasner, Ocean City Elementary School SIAC member, shared staffing concerns with the Board and requested their consideration during the FY 2013 budget process.

INSTRUCTIONAL MATTERS

Ms. Dee Shorts, Principal, Ms. Dara Callaway, Teacher, and Ms. Ellen O'Hara, SMART Instructional Coach, presented an overview of the use of **Netbooks in elementary classrooms**. Highlights of student interest and involvement with the computers and ease of use for students and teachers was apparent through a demonstration that focused on the ways that the Netbooks are incorporated into daily classroom instruction at Snow Hill Elementary School. The Netbooks were purchased with Title I funding. Davion Ayres, Mazie Brinker, and Brianna Odegaard, third grade students, participated in the demonstration.

Ms. Marlyn Barrett, Instructional Coordinator, and Ms. Judy Rutkiewicz, Early Childhood Coordinator, presented the **Environmental Literacy Initiative** for Worcester County in Prekindergarten through grade 12. The Maryland State Board of Education voted unanimously in 2010 to pass the first environmental literacy graduation requirement in the country, requiring every local public school system to provide a comprehensive, multi-disciplinary environmental education program for all students. Every child, every year will gain an environmental experience in Worcester County through classes at Assateague and Pocomoke River State Parks, UMES Coastal Ecology Lab, Coastal Bays and through classes held in the mobile MERLIN van (Mobile Environmental Research Laboratory Investigating Nature). The Board took a brief recess at this time to tour the MERLIN van.

ADMINISTRATIVE MATTERS

Mrs. Barb Witherow, Coordinator Special Programs, reviewed three **calendar proposals** for the 2012-2013 school year, which were developed by a committee composed of students, parents, teachers and administrators. These proposals differ in the length of vacations, dates for professional development, and marking period schedules. These proposals will be sent to all county schools to obtain additional input and reactions from students, staff, parents and the community. This information will be compiled and presented for action by the Board at the February Board meeting.

Mr. Shockley left at 2:12 p.m.

Mr. Vince Tolbert, Chief Financial Officer, and Mr. Ron Hickman, TGM, presented the **audited financial report** and supplemental information for the year ending June 30, 2011, which showed a fund balance of \$608,468. It was noted that the fund balance was a necessary proactive step to avoid requesting supplemental end-of-year funding from the county to cover potential increased costs for energy, transportation and unforeseen expenditures in the Special Education category. The fund balance will be available for the FY 13 school year. Mr. Hickman stated that all accounting practices were followed and a clean audit with no areas of concern has been issued. Board members reviewed the report with Mr. Hickman. On the recommendation of the Superintendent and on the motion of Mr. Cook, seconded by Mr. Rothermel, the audited financial report was accepted as presented. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

Mr. Steve Price, Supervisor of Maintenance Transportation, and Mr. Joe Price, Facilities Planner, reviewed the **FY 2012 supplemental State appropriation** that would provide an additional \$164,535 to Worcester County for deferred capital projects. This funding will allow completion of the following projects:

- Berlin Intermediate School – Replace HVAC Rooftop Unit \$ 47,000
- Pocomoke Middle School – Replace HVAC Rooftop Unit 47,000
- Snow Hill Middle School – Replace HVAC Rooftop Unit 47,000
- Stephen Decatur High School – Replace Gymnasium
Lighting Fixtures 23,545

Total Estimated Project Costs \$164,535

On the motion of Mrs. Thompson, seconded by Mr. Dryden, the Board approved the four projects listed above and authorized staff to submit the appropriate application to the Board of Public Works prior to the December 1st deadline. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

On the recommendation of the Superintendent and on motion of Mrs. Thompson, seconded by Mr. Rothermel, the following **personnel actions** were approved:

Cecil E. Miller	Cafeteria Assistant, SHHS	Retirement Effective: November 1, 2011
Sherry A. Henman	Educational Assistant, BIS	Leave of Absence Effective: December 1, 2011 – June 30, 2012

Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

On the motion of Mr. Rothermel, seconded by Mrs. Thompson, **Mr. Wilmer Bratten** will be permitted to purchase a new bus to replace his current regular bus that will meet the current Maryland and Worcester County Board of Education specifications and will be placed in service prior to the 2012-2013 school year. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

The Board also considered a request from **Mr. Scott Shockley** to purchase a new bus to replace his regular run school bus. On the motion of Mr. Brittingham, seconded by Mr. Dryden, this new bus purchase was approved and will be required to meet the current Maryland and Worcester County Board of Education specifications and will be placed in service prior to the 2012-2013 school year. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

On the motion of Mrs. Thompson, seconded by Mr. Brittingham, **Mr. Donnie Shockley** was granted permission to provide spare bus service to the Snow Hill area and purchase a new bus that will meet the current Maryland and Worcester County Board of Education specifications and be placed in service for the 2012-2013 school year. Mr. Shockley intends to place his current regular run bus, which was placed in service in September 2004, as the spare bus. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

The Board discussed retrofitting busses with a **back door alarm** to assure that bus contractors check busses at the end of each bus run and making it a requirement as new busses join the fleet. No action was taken at this time.

There were no **legal matters** to report this month.

Mr. Joe Price, Facilities Planner, gave an updated report on the Pocomoke High School Renovation & Addition Project. On the recommendation of the Superintendent and on motion of Mr. Dryden, seconded by Mrs. Thompson, requisition #45 in the amount of \$215,590.22 was approved for payment of the renovation/construction costs related to the **Pocomoke High School Renovation & Construction Project**. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

On the recommendation of the Superintendent and on the motion of Mrs. Thompson, seconded by Mr. Brittingham, the **Treasurer's Report** was approved in the amount of \$2,583,140.82 (excluding salaries) for the month ending October 31, 2011. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

ANNOUNCEMENTS

- A. November 14 – 18 – American Education Week
- B. November 23 – 25 – Thanksgiving Holiday – Schools and Central Office Closed
- C. December 6 – Public Budget Input Meeting – 7:00 p.m.
- D. December 20 – Board of Education Meeting
 - 10:00 a.m. – Closed Session
 - 12:30 p.m. – Open Session

The motion to meet in **closed session** on December 20, 2011 to discuss personnel and legal matters was made by Mrs. Thompson, and seconded by Mr. Rothermel. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

The motion to **adjourn** this meeting at 2:36 p.m. was made by Mr. Dryden, and seconded by Mrs. Thompson. Voting for this motion were: Mr. Brittingham, Mr. Cook, Mr. Dryden, Mr. Rothermel, and Mrs. Thompson. Opposed: None.

Jon M. Andes, Secretary