The Board of Education of Charles County held a regular meeting on May 9, 2017, at the Jesse L. Starkey Administration Building, 5980 Radio Station Road, La Plata, Maryland. The meeting opened at 12 p.m.; convened in executive session at 12:02 p.m.; adjourned at 12:59 p.m.; convened in open session at 1:05 p.m.; recessed at 1:50 p.m.; reconvened in executive session at 1:52 p.m.; recessed at 1:59 p.m.; reconvened in open session at 2:19 p.m.; recessed at 3:47 p.m.; recessed at 5:41 p.m.; resumed at 6 p.m. and adjourned at 6:08 p.m.

1. **BOARD MEMBERS PRESENT**

   Michael Lukas, Chairman; Barbara S. Palko, Vice Chairman; Jennifer Abell; Mark Crawford; Victoria T. Kelly; Margaret T. Marshall; Virginia R. McGraw; and Da’Juon Washington, student Board member.

   **BOARD MEMBERS ABSENT**

   None

   **STAFF MEMBERS PRESENT**

   Kimberly A. Hill, Ed.D., superintendent of schools
   Amy Hollstein, deputy superintendent of schools
   Michael Heim, assistant superintendent of supporting services
   Randy Sotomayor, assistant superintendent of fiscal services
   Linda Gill, executive director of schools
   Marvin Jones, executive director of schools
   Bradley Snow, director of transportation
   Eric Schwartz, staff attorney
   Katie O’Malley-Simpson, director, communications
   Kessandra Stubblefield, executive assistant to the elected Board

   **OTHERS PRESENT**

   Katie Willett, alternate student Board member, Henry E. Lackey High School
   Zeles Amoah, student liaison, Westlake High School
   Jordyn Best, student liaison, North Point High School
   Sarah Gough, student liaison, La Plata High School
   Arianna Hebner, student liaison, St. Charles High School
   Donnell Johnson, student liaison, Maurice J. McDonough High School
   Amira Sago, student liaison, Thomas Stone High School
   Jamie Anfenson-Comeau, *Maryland Independent*

2. **EXECUTIVE SESSION**

   Chairman Lukas called the meeting to order at 12:02 p.m.
Mrs. Abell made the motion, seconded by Mrs. McGraw, to go into executive session as permitted by the Maryland Open Meetings Act, Section 3-305 and 3-103 of the General Provisions Article to discuss personnel matters, specifically the Superintendent’s recommendations on certification positions; negotiations, specifically information concerning setting parameters for negotiations with the EACC and AFSCME; and contract negotiations, specifically school bus contracts.

The vote to go into executive session was unanimous.

Present were: Chairman Lukas, Vice Chairman Palko, Board members: Jennifer S. Abell; Mark Crawford; Victoria T. Kelly; Margaret T. Marshall; and Virginia R. McGraw. Also present: Kimberly A. Hill, superintendent of schools; Amy Hollstein, deputy superintendent of schools; Randy Sotomayor, assistant superintendent of fiscal services; Michael Heim, assistant superintendent of supporting services; Brad Snow, director of transportation; Pamela Murphy, executive director of human resources; Katie O’Malley-Simpson, director, communications; and Eric Schwartz, staff attorney. The executive session adjourned at 12:59 p.m.

3. PLEDGE OF ALLEGIANCE – NORTH POINT HIGH SCHOOL’S JROTC UNIT

Chairman Lukas opened the meeting at 1:05 p.m., followed by the Pledge of Allegiance.

4. BOARD/COMMISSIONERS’ RECOGNITION

Board members, Superintendent Kimberly Hill, and Charles County Commissioners’ representative Julie Bryson recognized Yuko Floyd, student chaperone, Bunkyo University, Japan; Carlos Saniel, general manager of Home Depot, Ken Weikel, owner/operator of Chick-fil-A, Waldorf, for their contributions to Charles County Public Schools.

Recognition of 2016-2017 student liaisons

Da’Juon Washington, student Board member, North Point High School
Katie Willett, alternate student Board member, Henry E. Lackey High School
Zeles Amoah, liaison, Westlake High School
Jordyn Best, liaison, North Point High School
Sarah Gough, liaison, La Plata High School
Arianna Hebner, liaison, St. Charles High School
Donnell Johnson, liaison, Maurice J. McDonough High School
Amira Sago, liaison, Thomas Stone High School

5. SUPERINTENDENT’S UPDATE TO THE BOARD

Superintendent Hill greeted the Board and gave highlights on the beginning of the Partnership for Assessment of Readiness for College and Careers (PARCC) testing in schools; Kyle Smith, a rising senior at North Point High School selected to serve as student member on the Maryland State Board of Education for 2017-2018; National School Nurse Day; McDonough senior Lauren Winkler named as Career Research and Development (CRD) named as Student of the Year; summer enrichment programs to be held over the summer; the last day for seniors is May 24; June 9 for students and June 12 for teachers; and preparations for graduations and Project Graduation.

6. CORRESPONDENCE/BOARD MEMBERS’ UPDATES

Mrs. Palko updated the Board on Maryland State Department of Education Superintendent Karen
Salmon’s, Ph.D. visits to Robert D. Stethem Educational Center, William A. Diggs Elementary School and Theodore G. Davis Middle School. During the visit, Dr. Salmon asked Superintendent Hill to present at an upcoming state board meeting. Mrs. Palko also presented highlights on her attendances at teacher recruitment events and the success of the Everfi Certification program held at North Point.

Mr. Crawford urged students and parents not to watch a program on Netflix entitled “Thirteen Reasons Why” which deals with teen suicide. He asked parents to monitor what their children watch on television.

Mrs. Kelly updated the Board on events she attended and she thanked Mrs. McGraw and Mrs. Palko for attending a recent event held by the Port Tobacco Chapter National Society of the Daughters of the American Revolution Student Awards Ceremony.

7. EDUCATION ASSOCIATION OF CHARLES COUNTY (EACC) UPDATE

Linda McLaughlin, president, updated the Board on events held by the EACC for Teacher Appreciation Week; EACC members’ attendance at the Truman Kennedy Obama Dinner on May 5 at the Jaycees Center; the EACC’s disappointment with the commissioners’ proposed FY 2018 budget for CCPS, which would not fund even a one level increase or meet the needs of increased enrollment in the area of special populations; her concerns with recent audit findings within for CCPS; the EACC’s recognition of Ruth Ann Hall Awards students later today; contract negotiations with the Board of Education; and a special screening of the movie “Screenagers” on May 23 at North Point High School.

8. AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL (AFSCME) UPDATE

No update given.

9. STUDENT BOARD MEMBER UPDATE

Da’Juon Washington, student Board member, thanked the Sheriff’s Office for assisting in the school system’s Safe Driving Campaign and gave highlights of events he attended including the recent groundbreaking for Billingsley Elementary School. He introduced the 2017-2018 Charles County Association of Student Council (CCASC) liaisons as Drew Carter, Student Board member, St. Charles High School; Katie Willett, alternate Student Board member, Henry E. Lackey High School; Jordyn Best, student liaison, North Point High School; Elizabeth Braziel, student liaison, Thomas Stone High School; Joyah McGee, student liaison, Maurice J. McDonough High School; and Thomas Rahill, student liaison, Westlake High School. He announced that he would be attending Salisbury University in the fall and thanked everyone for their support.

10. RECESS

Staff Attorney Eric Schwartz read aloud the rules for the Board to reconvene in executive session as permitted by the Maryland Open Meetings Act, Section 3-103 of the General Provisions Article to discuss administrative matters, specifically concerning budget negotiations with the Commissioners.

MRS. MCGRAW MOVED, SECONDED BY MRS. MARSHALL FOR THE BOARD TO RECONVENE IN EXECUTIVE SESSION.

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS.
KELLY, MRS. MARSHALL AND MRS. MCGRAW. VOTING NO: NONE.
Chairman Lukas recessed the meeting at 1:50 p.m. The meeting reconvened at 2:19 p.m.

11. **SUPERINTENDENT'S ELEMENTARY SCHOOL REDISTRICTING RECOMMENDATION REPORT**

Michael Heim, assistant superintendent of supporting services, gave a brief update on the contract for bus drivers and he provided clarifications for an issue found in a recent audit.

Mr. Heim introduced Steve Andritz, director of planning and construction, and Brad Snow, director of transportation, and presented Superintendent Hill’s recommendation for the elementary school redistricting as Alternative A, without modifications. A PowerPoint detailed the pros and cons of both proposals. He said Proposal A would be presented for the Board’s approval at the June 13, 2017, Board meeting. Superintendent Hill said staff listened to the comments from the public and tried to make the best decision based upon those comments. She thanked parents and staff for their hard work. A question-and-answer session ensued.

12. **EDUCATIONAL FACILITIES MASTER PLAN REPORT**

Mr. Andritz updated the Board on the Educational Facilities Master Plan. It is the first step in the state’s School Construction Program process that leads to the development and approval of a state-supported Capital Improvements Program (CIP). It will be an action item at the June 13, 2017, board meeting. A question-and-answer session ensued.

13. **BUDGET UPDATE**

Randy Sotomayor, assistant superintendent of fiscal services, updated the Board on the FY 2018 Maryland State Department of Education (MSDE) Estimated Revenue Adjustments. MSDE released preliminary state aid charts by each local education agency on April 14, 2017. The potential increase for Charles County Public Schools (CCPS) is approximately $163,400. Staff recommends no changes to the operating budget until the county government staff determines final funding.

14. **HUMAN RESOURCES UPDATE**

Pamela Murphy, executive director of human resources, Shirlene Ogburn, secretary to the executive director of human resources; Monica Monroy, human resources assistant; and Brian Johnson, human resources specialist, updated the Board on hiring, recruitment and the success of the recent transfer fairs held March 7-9, 2017.

15. **LEGISLATIVE UPDATE**

Staff Attorney Eric Schwartz provided his final 2017 legislative update to the Board

House Bill 1, the sick leave bill, passed the General Assembly but Governor Larry Hogan has not signed it. The bill is set to take effect January 1, 2018, unless the Governor vetoes the bill, in which case the General Assembly may try to override the veto at the start of next year’s session. At this point, it looks like substitute teachers are covered by the bill. House Bill 1145 is the Public School Employee Whistleblower Protection Act. The bill does what the title says, so that employees who raise concerns about certain school system-related topics cannot be disciplined for doing so, as long as the employee is acting in good faith and has
reported the concern in writing in a manner that allows the school system to correct the activity. Governor Hogan has not signed the bill at this time.

Both House Bill 461/Senate Bill 452 passed by their respective houses but in different forms. The bills would limit the amount of testing that local school systems can do. The Senate version of the bill proposes a 2.2 percent cap on testing unless the local board can come up with another agreement. Governor Hogan has not signed either bill.

The General Assembly passed House Bill 978, which sets the requirements for the state’s accountability plan as mandated by the federal Every Student Succeeds Act (ESSA). The final bill lays out the factors that the Maryland State Department of Education (MSDE) must include in the plan, such as how much testing, and how much other non-testing factors such as class size and attendance will be weighted. The Governor vetoed the bill, but the General Assembly passed the bill early enough this session to give the legislators time to override the veto, which they did.

House Bill 1240, which is the special education burden of proof bill, passed only in a form that requires a study be conducted of how Individual Education Plans are developed and implemented. The burden of proof was not shifted to the local school systems.

House Bill 174/Senate Bill 710; which is the parental consent bill, did pass and still needs the Governor’s signature. The bills require parental consent for a limited number of decisions made by the IEP team, specifically: (1) whether to enroll the child in an alternative education program; (2) whether the student must take certain assessments; and (3) whether restraint or seclusion should be included in the IEP.

House Bill 425/Senate Bill 651 passed and still needs Governor’s signature. The bills restrict the circumstances when a kindergarten, first- or second-grade student may be suspended from school.

Senate Bill 232/House Bill 616 requires local boards to adopt policies on attendance of pregnant students in the schools, specifically how student absences should be addressed. The bills need the Governor's signature.

Senate Bill 1060/House Bill 1082 require the State Board of Education to expand drug addiction and prevention education in schools to specifically include heroin and opioids. The bills also require local school systems to store and administer overdose-reversing medications when necessary, and require local boards to adopt policies on its use. The bills await the Governor’s signature.

16. COMMITTEE UPDATES

Policy 5000 Series revisions

Mrs. McGraw said changes to this series were minimal and that the revised document is posted to BoardDocs. She said the committee would be prepared to discuss the revisions at the June 5 work session.

Discipline Matrix

A PowerPoint showed highlights of the Charles County Public Schools Discipline Matrix compared to the Maryland State Department of Education’s Guidelines for a State Code of Discipline. A
question-and-answer session ensued. A request was made as to what plans are underway for the Current CCPS discipline matrix. Mrs. Hollstein said she would provide an update at the June 13, 2017, Board meeting. Chairman Lukas thanked both committees for their work.

17. **UNFINISHED BUSINESS**

Mrs. Palko updated the Board on the Adult High School Task Force on which she serves. Highlights included the final report is due June 30; the passing of a bill that addresses an Adult High School Pilot Program and the establishment of application procedures and future funding parameters.

Mrs. McGraw asked for an update on how bus services would be provided to students in the future based upon reports concerning bus transportation services. Mr. Lukas said options moving forward included continuing with the current contractors-based system; bringing bus services in-house or a combination of the two. He said school system would continue with a contractor-based system for the 2017-2018 school year. The Board has not made any decisions about bus services beyond the next school year.

18. **NEW BUSINESS**

Mrs. Palko updated the Board on resolutions work underway by the Maryland Associations of Boards of Education’s (MABE) resolution committee on which she serves. She asked Board members to submit any proposed resolutions changes to current resolutions by June 2.

19. **FUTURE AGENDA ITEMS**

Mrs. Marshall asked for updates on the eight goals adopted by the Board about a year ago and for an update on the Compliance Specialist pilot program. Mrs. Hollstein said she would provide a future update on it.

Mr. Crawford asked if there are “state laws or governing documents” that that staff follows when creating school system document such as the discipline matrix and CCPS Code of Student Conduct. Chairman Lukas said the Board and Superintendent Hill would discuss his request.

20. **RECESS**

Chairman Lukas recessed the meeting at 3:47 p.m. The Board reconvened at 4:16 p.m.

21. **RECOGNITION**

**2017 Ruth Ann Hall Scholarship Awards:**

**Theodore G. Davis Middle School**
Carrissa Smith, eighth grade; nominated by Life Skills teachers and staff
Kaden Epps eighth grade, nominated by JoAnne Shelak, Wendie Newcamp, Don King, Yolanda Davis
Caliyah Barksdale, sixth grade, nominated by Kimberly Stillwell

**Matthew Henson Middle School**
Cristian Munoz Viera, eighth grade; nominated by PJ Pitonyak
Piccowaxen Middle School
Jacquez Butler, eighth grade; nominated by the eighth-grade team

Milton M. Somers Middle School
Jayden Cotturo, seventh grade, nominated by Natalie Gilliom
Alexander Collier, eighth grade; nominated by David Wood
Chaucy Harris, eighth grade; nominated by Mrs. Szoch

Benjamin Stoddert Middle School
Reginald Johnson, seventh grade: nominated by Holly Walsh
Bobby Lytton, eighth grade; nominated by Katherine Fitzpatrick
Janiya Scott, eighth grade; nominated by Crystal Davis

22. **RECOGNITION: 4:30 p.m.**

Resolutions:

*Washington Post Principal of the Year Awards Program:* Accepting: Wilhelmina Pugh, Malcolm Elementary School

**Students:**

- **Sohail Samar,** eighth grade; Career Readiness; Theodore G. Davis Middle School, Principal: Kimberly McClarin
- **Tiwaloluwa Dapo-Adyemo,** fifth grade; Academic Achievement; Indian Head Elementary School, Principal: Timothy Rosin
- **Natalie Halloran,** fifth grade; Personal Responsibility; Mt. Hope/Nanjemoy Elementary School, Principal: William Miller
- **Christal Hardy,** third grade, Personal Responsibility, F.B. Gwynn Educational Center, Principal: Daphne Burns

**Employees:**

- **Megan Parsons,** mathematics teacher, Davis
- **Rhonda Slater,** fifth-grade teacher, Indian Head
- **Steven Timmermann,** physical education teacher, Mt. Hope/Nanjemoy
- **Amy Adams,** special education teacher, Gwynn Center
- **Jackson Long,** drama/theater arts teacher, Westlake High School, Principal: Michael Meiser

23. **RECESS**

Chairman Lukas recessed the meeting at 5:41 p.m. The meeting reconvened at 6 p.m. Student member Washington did not return after the break.

24. **PUBLIC FORUM**

Mr. Schwartz read aloud the rules for Public Forum.

**Tasha Chaffins,** parent of three boys with autism, expressed concerns with school system polices that forbid students from being able to pass out birthday cards to one another. She asked for an exception for special needs children adding that many of them do not have friends outside of their classrooms.
25. **MINUTES**

MRS. ABELL MOVED, SECONDED BY MRS. MCGRAN, TO ACCEPT THE EXECUTIVE SESSION AND REGULAR MINUTES OF APRIL 4, 2017, BOARD MEETING.

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, MRS. MARSHALL AND MRS. MCGRAN. VOTING NO: NONE.

MRS. ABELL MOVED, SECONDED BY MRS. MCGRAN, TO ACCEPT THE APRIL 24, 2017, ELEMENTARY REDISTRICTING HEARING MINUTES.

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, AND MRS. MCGRAN. VOTING NO: NONE. ABSTAINING: MRS. MARSHALL

MRS. ABELL MOVED, SECONDED BY VICE CHAIRMAN PALKO, TO ACCEPT THE APRIL 25, 2017, ELEMENTARY REDISTRICTING HEARING MINUTES.

VOTING YES: VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, AND MRS. MCGRAN. VOTING NO: NONE. ABSTAINING: CHAIRMAN LUKAS, MRS. KELLY, AND MRS. MARSHALL.

26. **PERSONNEL**

MRS. ABELL MOVED, SECONDED BY MRS. KELLY, TO ACCEPT PERSONNEL RECOMMENDATIONS COVERING 24 CERTIFICATED APPOINTMENTS; 62 RELEASES WITHOUT PREJUDICE; FOUR RELEASES WITH PREJUDICE; NINE RETIREMENTS; SIX LEAVES OF ABSENCE; AND ONE EXTENDED PROBATION.

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, MRS. MARSHALL AND MRS. MCGRAN. VOTING NO: NONE.

27. **SY2018-2019 CALENDAR**

VICE CHAIRMAN PALKO MOVED, SECONDED BY MRS. ABELL, TO ACCEPT THE SY2018-2019 CALENDAR.

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, MRS. MARSHALL AND MRS. MCGRAN. VOTING NO: NONE.

28. **FY2017 INTERCATEGORY BUDGET TRANSFER REQUEST**

MRS. ABELL MOVED, SECONDED BY VICE CHAIRMAN PALKO, TO ACCEPT THE FY2017 INTERCATEGORY BUDGET TRANSFER REQUEST

VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, MRS. MARSHALL AND MRS. MCGRAN. VOTING NO: NONE.

29. **ADJOURNMENT**

MRS. MARSHALL MOVED, SECONDED BY MRS. KELLY, TO ADJOURN THE MEETING.
VOTING YES: CHAIRMAN LUKAS, VICE CHAIRMAN PALKO, MRS. ABELL, MR. CRAWFORD, MRS. KELLY, MRS. MARSHALL AND MRS. MCGRAY. VOTING NO: NONE.

Chairman Lukas adjourned the meeting at 6:08 p.m.

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CHAIRMAN

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SECRETARY

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DATE APPROVED/DATE SIGNED

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