

**MINUTES OF THE  
BOARD OF EDUCATION OF DORCHESTER COUNTY  
November 17, 2022**

*The minutes reflect the business actions of the Board of Education of Dorchester County taken at its regular, monthly business meeting held on November 17, 2022. To view documents referenced in these minutes, please visit our website [www.dcps.k12.md.us](http://www.dcps.k12.md.us) and look for links to the Board.*

**REGULAR MINUTES**

**CLOSED SESSION ACTION**

On Thursday, November 17, 2022, at 4:00 p.m., at the Dorchester Career and Technology Center, 2465 Cambridge Bypass, Cambridge, Maryland, the Board of Education held a Closed Session meeting to discuss personnel, negotiations, legal matters, and administrative functions.

Present were Board Members: Laura H. Layton, President; Sheri R. Hubbard, Vice President; Michael D. Diaz, LeOtha N. Hull, and W. David Bromwell, Superintendent. Also, in attendance were Jodi Colman, Director of Curriculum & Assessment; Tim Brooke, Chief Finance Officer, and Rochelle Eisenberg, Attorney.

A motion was made by Mr. Diaz, seconded by Mr. Hull, and unanimously carried to go into Closed Session, pursuant to Section 3-305 of the General Provisions Article of the Annotated Code of Maryland to discuss:

- Pursuant to Section 3-305(b)(1) the appointments and assignments of certificated and non-certificated employees, FMLAs, retirements, dismissals
- Pursuant to Section 3-305(b)(7) to consult with counsel regarding a potential case, and the Solar Utility Right-of-Way Agreement
- Pursuant to Section 3-101(b)(1) to consider matters relating to administrative functions: purchasing vehicle parameters, C-SDHS incident, items moved to December work session.

**APPROVAL OF MINUTES**

A motion to approve the minutes of the Closed Session Minutes of October 20, 2022, was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

A motion to approve the minutes of the Closed Work Session of November 10, 2022, was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

Personnel, legal, and administrative functions were discussed in the closed session:

- The Board discussed the appointments and assignments of certificated and non-certificated employees, FMLAs, retirements, dismissals.
- The Board discussed a potential case, and the Solar Utility Right-of-Way Agreement
- The Board discussed matters relating to administrative functions: purchasing vehicle parameters, C-SDHS incident, items moved to December Work Session,

## **ADJOURNMENT**

There being no further business a motion to adjourn the Closed Session at 4:45 p.m., was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

## **REGULAR SESSION**

The Regular Session of the Board of Education convened on November 17, 2022, at 6:00 p.m., at the Dorchester Career and Technology Center, 2465 Cambridge Bypass, Cambridge, Maryland.

Present at the meeting were Board Members: Laura H. Layton, President; Sheri R. Hubbard, Vice President; Michael D. Diaz, LeOtha N. Hull, and W. David Bromwell, Superintendent. Also, in attendance were Jodi Colman, Director of Curriculum & Assessment; Tim Brooke, Chief Finance Officer; Rochelle Eisenberg, Attorney; Wil Reinbold, Student Board Alternate from Cambridge-South Dorchester High School; and Dylan Ruppert, Student Board Alternate from North Dorchester High School. [Student Representatives participate in the regular session; however, all student comments are unofficial and non-binding in accordance with Board Policy.]

### **2.0 Regular Session**

#### **2.01 Pledge of Allegiance**

#### **2.02 Approval of the Regular Session Agenda for November 17, 2022**

A motion to approve the Regular Session Agenda for November 17, 2022, was made by Ms. Hubbard, seconded by Mr. Diaz, and unanimously carried.

#### **2.03 Calendar**

Mr. Bromwell reviewed upcoming dates and events.

#### **2.04 Comments from the Student Board Representatives**

Wil Reinbold, Student Board Alternate for C-SDHS presented a PowerPoint and reported:

- Students attended the AVID College Fair
- Unified Tennis participated in Districts
- A Pep Rally was held to kick off the Varsity Homecoming Football game, and Homecoming
- The Golf team held a tournament to raise money for athletics
- Students attend a College Fair at UMES

- The Gentleman's Club toured the Cambridge Airport
- Seven seniors were accepted to Salisbury University during on-site interview
- Fall student athletes were recognized by receiving the Mind and Motion Award
- The C-SDHS National Honor Society held a blood drive

Dylan Ruppert, Student Board Alternate for NDHS presented a PowerPoint and reported:

- NDHS held an Arts Festival
- NDHS Honor Society Induction was held
- Students took the Maryland Youth Risk/Tobacco Survey
- Ms. Trice/Ms. Lamb's classes had a field trip to Horn's Point
- November 10<sup>th</sup> - Meals Til Monday Day
- Girls Volleyball won the South Bayside division
- Kyle Fellon and Nasir Polk ran the Cross-Country Meet, placing 50<sup>th</sup> and 15<sup>th</sup>.
- Cheer Squad performed at the Navy Football half-time show
- Winter Athletics has begun
- Kindness Club celebrated Native Heritage Month
- Yearbook Committee had their first official meeting
- SGA is planning for Spirit Week and fun events for the future
- Mu Alpha Theta and the National Art Honor Society are planning their induction ceremonies
- Seniors picked their class color and flower
- 11<sup>th</sup> and 12<sup>th</sup> grade students and AVID students toured UMES
- AVID students had a field trip to University of Maryland – College Park
- Seniors are starting to receive college acceptance letters
- 10<sup>th</sup> grade students participated in the SkillsUSA Leadership Conference

- Congratulations to Avlynn Bennett for becoming a member of the National Society of High School Scholars; along with being selected for the Maryland House of Delegates
- NDHS welcomed two new staff members - Mr. David Kinnard and Mr. Ryan Gullang
- The Senior Class is having fundraisers to make money for a trip to Hershey Park.
- ASVAB test was November 30.

Katelyn Masden, Student Board Representative was absent.

## **2.05 Comments from the Public**

No comments.

## **2.06 Fiscal Year 2022 Financial Audit**

Chris Hall, Partner, UHY LLC, presented the annual Board of Education of Dorchester County's fiscal operation audit which was conducted as required by law.

## **2.07 Presentation on Maryland Business Roundtable (MBRT) Next Generation Scholars (NGS), Lauri Bell, Coordinator of NGS**

Ms. Laurie Bell shared a presentation on the MBRT's Year 5 Review and Year 6 plans for their Next Generation Scholars Program.

## **2.08 Emergency Approval Parameters**

Mr. Bromwell conveyed that this has been an ongoing discussion regarding how DCPS can replenish our fleet of vehicles. Mr. Bromwell confirmed that money has been budgeted for the vehicles but when a vehicle is found by the time he asks for an emergency approval the car is gone. Mr. Bromwell asked the Board if they would consider a motion that if DCPS could find a state operating contract that we could piggyback they would approve a vehicle up to \$80,000. He also shared other options such as leasing. He wanted the Board to be aware that if we can't piggyback off a state contract, DCPS will have to put the vehicle out to bid and as we have discussed by the time the bid goes out the vehicle will be gone. Ms. Eisenberg confirmed DCPS is doing the right thing and following COMAR.

A motion to approve emergency approval up to \$80,000 was made by Mr. Diaz and seconded by Mr. Hull.

Ms. Eisenberg stated that we are restricted by Section 5112 of the Educational Article to bid things out. If you are purchasing cars through bulk purchasing then intergovernmental purchasing is one thing, but if you are purchasing cars generally you must go through the bid process.

Mr. Brooke asked if DCPS could find a contract that has been bid out, could DCPS piggyback off it. Ms. Eisenberg stated that would be acceptable.

A motion to amend the motion to state superintendent has approval to purchase vehicles up to \$80,000 pending superintendent can find a contract to piggyback off was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

## **2.09 Health Providers Master Service Agreements**

Mr. Brooke stated that DCPS has established master service agreements with different health agencies. The master service agreements include the hourly rates. When an actual person is hired for a health position, DCPS is presented with another contract with that person's name, hourly rate, and other details. The hourly rate and any of the costs are the same as what is covered by the master agreement which the Board approved. Mr. Brooke asked when the next master service agreement is brought to the Board for approval, could the superintendent be given approval to take action to approve the actual health professional's contract. Mr. Brooke clarified that that the master service agreements would be brought to the Board for approval, which shows the rate of pay and any costs for each health professional position. He would estimate the costs to cover one to three different service providers, this would provide the superintendent the parameter to work within.

## **2.10 School Budget Meetings, Tim Brooke, Chief Financial Officer**

Mr. Brooke shared and discussed the Dorchester County Board of Education FY 2024 Budget Calendar. Mr. Brooke stated that the individual School Budget Meetings with principals will begin. He stated that principals will come to the Central Office and make a formal presentation from their budget requests for next year. Board members are invited to attend if you want to see a specific school for your district. Mr. Brooke stated that the individual school budget meetings are on December 8, 2022, December 12, 2022, and December 13, 2022.

Mr. Bromwell asked the Board members to coordinate if they are planning on attending any of the budget sessions to ensure that not more than three or more Board members show up at the same one. Please coordinate your schedule with Ms. Layton and Ms. Dayton.

## **3.0 Recognitions**

### **3.01 United Way Presentation**

Ms. Amanda Hailey, United Way, and Ms. Beth Wilson, Board Member of the United Way of the Lower Eastern Shore, presented banners to the following schools/departments for their campaign participation of \$500.00 or more

Board of Education's Central Office  
Choptank Elementary School  
Dorchester Career and Technology Center  
Mace's Lane Middle School  
North Dorchester High School  
South Dorchester School  
Vienna Elementary School

**3.02 Recognition of Rhonda Meekins School Support Monitor & Dance and Cheer Coach**

Dr. Jodi Colman, Director of Curriculum & Assessments, presented Ms. Rhonda Meekins with a certificate recognizing Ms. Meekins for going above and beyond as a student support monitor, and the dance and cheer coach at Mace’s Lane Middle School by encouraging academic excellence for the Mace’s Lane Middle School Tignernettes. Ms. Meekins has created a movement that has provided a connection to the school for our students that has helped them see that with hard work, determination, and a little fun you can do amazing things. Dr. Colman conveyed that Ms. Meekins is making a difference for our students, our school, our community, and our school system.

**3.03 Recognition of Out-Going Board Member LeOtha N. Hull**

Mr. Hull was presented a plaque by Superintendent Bromwell recognizing his 8 years as a Board Member from 2014-2022. The Board of Education and Superintendent expressed their sincere gratitude for all he has done for Dorchester County Public Schools.

**4.0 Consent Agenda**

A motion to approve the Consent Agenda for November 17, 2022, was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

**4.01 Personnel Items for November 17, 2022 – approved by Consent Agenda.**

**A. Appointments – Certificated (Action Item)**

**Elijah Fallon**, Music Teacher  
Sandy Hill Elementary School  
Effective: November 4, 2022

**Mason Figdore**, Physical Education/Health Teacher  
Choptank Elementary School  
Effective: January 23, 2023

**Evany Moncada**, Elementary Education Teacher  
Choptank Elementary School  
Effective: January 3, 2023

**4.02 Approval of Minutes – Regular Session Minutes of October 20, 2022, – Approved by Consent Agenda.**

**4.03 Approval of the Work Session Minutes of November 10, 2022 – Approved by Consent Agenda**

**4.04 Second Read/Approval of BOE Policy 100.03 Board of Education: Board Policy; Role of the Board**

Approved BOE Policy 100.03 Board of Education: Board Policy; Role of the Board.

**4.05 Second Read/Approval of BOE Policy 100.06 Board of Education: Board Policy; Diversity Awareness**

Approved BOE Policy 100.06 Board of Education: Board Policy; Diversity Awareness.

**4.06 Second Read/Approval of BOE Policy 100.08 Board of Education: Board Policy; Nondiscrimination Policy**

Approved BOE Policy 100.08 Board of Education: Board Policy; Nondiscrimination Policy.

**4.07 Second Read/Approval of BOE Policy 190.03 Board of Education: Meeting Agendas and Procedures; Agenda Distribution**

Approved BOE Policy 190.03 Board of Education: Meeting Agendas and Procedures; Agenda Distribution.

**4.08 Second Read/Approval of BOE Policy 450.09 Students: Student Conduct/Discipline; Harassment, Intimidation, Bullying and/or Discrimination**

Approved BOE Policy 450.09 Students: Student Conduct/ Discipline; Harassment, Intimidation, Bullying and/or Discrimination.

**4.09 Second Read/Approval of BOE Policy 473.01 Students: Extra-Curricular Activities; Non-Discrimination**

Approved BOE Policy 473.01 Students: Extra-Curricular Activities; Non-Discrimination.

**4.10 Maple Outdoor Classroom – Emergency Approval**

Approved the Maple Outdoor Classroom in the amount of \$62,807.99.

**5.0 Items for Board Action**

**5.01 Revised Appointment of FY23 Board Negotiating Teams for DE-Teachers with an Additional Member**

Motion to approve the BOE assigned negotiating Teams for DE-Teachers with the addition of Dr. Laura Aberg was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

**5.02 Phase 3 Existing System Upgrades – Dorchester Career and Technology Center**

Motion to approve authorization of expenditures to ARK Systems, Inc. of Columbia/ Ocean City, MD in the amount of \$197,302.00 for upgrades to the DCTC security system was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

**5.03 Phase 3 Existing System Upgrades – New Directions Learning Academy (NDLA)**

Motion to approve authorization of expenditures to ARK Systems, Inc. of Columbia/Ocean City, MD for Phase 3 Existing System Upgrades to New Directions Learning Academy (NDLA) in the amount of \$64,303.00 was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

**5.04 Furnish and Install New Floorcoverings for all Classrooms and the Media Center in Vienna Elementary School**

Motion to award the flooring contract to Value Carpet One of Salisbury, MD for all classrooms and the media center in Vienna Elementary School in the amount of \$81,967.95 was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.

**5.05 First Read – Review of BOE Policy 100.04 Board of Education: Board Policy; Standards for Intra-Board Member Relationships**

Ms. Eisenberg, attorney, stated that the changes to the policy seem contrary to the Education Article 4205 (g) which states – *The county superintendent and the superintendent's professional assistants shall: (1) visit the schools; observe their management and instruction; (3) give suggestions for their improvement; (4) consult with and advise principals and teachers.* Ms. Eisenberg clarified that the Superintendent is the one to be supervising and visiting and it looks like the policy has taken out any involvement of the superintendent.

Ms. Layton and Mr. Diaz stated that they were going to address this after the motion.

A motion to put the superintendent back as the priority person to be notified was made by Mr. Diaz, seconded by Mr. Hull.

Ms. Layton felt that the policy should say that the Board members will notify the superintendent at least one instructional block in advance of the visit. Mr. Diaz agreed.

Ms. Eisenberg reiterated what the Education article stated and conveyed the policy is stating that the Board members can go with no purpose in mind and give only notice of one instructional block in advance. The superintendent should be the conduit between the Board and school.

There was significant discussion between the Board and attorney regarding the proposed policy and its implications, and the understanding of what is an instructional block.

A motion to amend the motion and table until the December Board meeting and have input from all Board members at that time was made by Mr. Diaz, seconded by Ms. Hubbard, and unanimously carried.



**5.06 First Read – Review of BOE Policy 502.13 Personnel Policies: Employment; Productive Work Environment/Harassment Prohibited**

Motion to accept the first read of BOE Policy 502.13 Personnel Policies: Employment; Productive Work Environment/Harassment Prohibited was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

**6.0 Items for Information**

**6.01 Compass Health Services MOU**

Mr. Bromwell presented the Memorandum of Understanding (MOU) with Compass Health Services

**5.02 Appropriations and Expenditures Report**

Presented by Tim Brooke, Chief Financial Officer

**5.03 Capital Projects Reports**

Presented by Tim Brooke, Chief Financial Officer

**5.04 Quarterly Grant Balances**

Presented by Tim Brooke, Chief Financial Officer

**6.0 Other Business**

**6.01 Board Comments**

- Mike Diaz thanked Dr. Colman for her presentation and recognition of Ms. Meekins. She is very impressive. He commended Mr. Hague for being very diligent with the safety and security of our school system as a whole. He thanked Mr. Bromwell for presenting these safety measures. He thanked Mr. Hull for his 40 years of service to the school system of Dorchester County, which is very impressive. He wishes Mr. Hull the best in his future endeavors and wished him a great Thanksgiving and Christmas Holiday.
- Sheri Hubbard thanked the student alternates for their presentations. She was very impressed with Ms. Meekins who has done a fabulous job with her girls in the dance and cheer groups. She has enjoyed working with Mr. Hull. He has always been the voice of reason, so levelheaded and calm. She wishes him only the best and to have a wonderful time in whatever you choose to do.
- Laura Layton stated that whatever Mr. Hull chooses to do she knows it will involve his church, which he is very involved. She congratulated Dr. Stafford on her election to the Board, and we look forward to her involvement with the Board when she begins in December. She congratulated Ms. Hubbard who was reelected to a second term. She thanked Mr. Hull for his services to education. “Your years of teaching, administering, and mentoring students, we appreciate it so much. We will miss you; you are a true

gentleman, you are humble and Godly, and care about all people.” She wished everyone a Happy Thanksgiving.

- LeOtha Hull thanked the Student Board Alternates for their wonderful school presentations. He always looks forward to hearing what is going on at their schools. Congratulations to Dr. Stafford, glad to have her as a Board member. He stated that one thing to keep in mind is – We Are One. There is strength in unity when we all work together as Board members; we can accomplish a lot. He hopes this Board of Education will continue to work together, continue to be One, and you will find that you will accomplish a lot and this school system will move forward.

## **6.02 Announcements from the Superintendent**

Mr. Bromwell thanked those in attendance and those who viewed our livestreamed event.

- He commended the Student Board Alternates on their presentations. He reported that two of our Student Board Representatives are on a call with Superintendent Choudhury during our BOE meeting.
- He thanked those who attended our open public work session last week. He reminded those in our viewing audience, you can review these meetings as they have been archived on our website and in BoardDocs.
- He thanked those who participated in our Strategic Blueprint Planning implementation meeting at NDHS/NDMS, and Hurlock Elementary. Some very passionate and concerned community members were involved and expressed where they wish DCPS to go in the near future. There are six school meetings left with several community meetings to be scheduled in the near future. You can also participate on the DCPS website as well if you cannot make the meetings.
- He is extremely excited about the hiring of DCPS’s new School Security and Emergency Management Manager, and what he will bring in safety analysis and safety recommendations to us in the near future.
- He thanked Mr. Hull for his service to DCPS in his long tenure as an employee and now his eight years representing our district as a BOE member.
- Parents, please continue to communicate with your child’s home school on any issues you may be having as we proceed through term II ----communication, daily school attendance are keys to student success.
- He was extremely excited and honored to speak at the Veterans Day celebration at NDMS last week. He thanked Mr. Evans, staff, the planning committee, our NDMS students, community, and of course our veterans----as always, it was a great program.
- The Maryland Association of School Business (ASBO) leaders met Wednesday in Linthicum, MD, and recognized our own Mr. Chris Hauge for the Brice and Shirley Phillips Best Practice Award for all our Safety enhancements within DCPS. Congrats

Chris, but also to David Dodson who was a graduate of C-SDHS and assisted our sports programs for many years. Now an employee of Worcester County Public schools, he too was recognized for all his video enhancements during and after COVID for WCPS---congrats David.

- Congratulations to the NDHS Girls Volleyball team for their Bayside South regular season championship and hosting the Bayside Volleyball Championship at NDHS, a first for the school and program.
- He congratulated DCPS 2022-2023 first round of future educators. He will finish his rounds tomorrow visiting schools and recognizing those students from elementary through high school who were recommended by someone on their faculty as being worthy of a future educator. Hopefully one who will return to DCPS and teach.
- American Education week will be culminating tomorrow, please thank a DCPS employee if you have the chance, for that matter any educator who provides education to our children.
- He recognized a DCPS deceased member Ms. Donna Spedden. Ms. Spedden was his first boss at MLMS back in 1988. She was a great educator, leader, and mostly a great person---may she rest in peace.

Have a great Thanksgiving everyone, thank you, and stay safe.

## **7.0 Adjournment**

### **7.01 Adjourn**

There being no further business, a motion to adjourn the regular meeting at 7:44 p.m., was made by Ms. Hubbard, seconded by Mr. Hull, and unanimously carried.

Respectfully submitted,



W. David Bromwell  
Secretary