



FREDERICK CAMPUS

101 Clarke Place

P.O Box 250

Frederick, MD 21705-0250

301.360-2000

301.360.2001 TTY

301.360.1400 FAX

www.msdu.edu



*Frederick Campus
Established 1868*

*Columbia Campus
Established 1973*



Maryland School for the Deaf does not discriminate on the basis of race, color, sex, age, national origin, religion, or disability in matters affecting programs, activities, or employment practices.

**MARYLAND SCHOOL FOR THE DEAF
BOARD OF TRUSTEES
Meeting Minutes
November 16, 2012
Frederick Campus**

MEMBERS PRESENT: Benjamin Bahan, Ph.D.; Sheryl B. Cooper, Ph.D.; John Ertel, Ph.D.; Shane Feldman, Ernest Hairston, Ph.D.; Roslyn Hannibal-Booker; Sandra Harriman; Robin Kittleman; David Martin; Cynthia Neese-Bailes, Ph.D.; Khadijat Rashid, Ph.D.; Joseph Smail, Ph.D., NCSP; Heather Zeolla

MEMBERS ABSENT: Laurie Corcoran; Ricardo Hernandez, Ph.D.; Angela McCaskill, Ph.D.

SUPERINTENDENT: James E. Tucker

ASSISTANT ATTORNEY GENERAL: Demetria Tobias, Esq.

RECORDING SECRETARY: Jennifer Lake

INTERPRETERS: Bobbie Quinn and Myra Foley
Char Anderson (Committee Meetings only)

The Board began a tour of the Frederick campus at 9:40am.

Open Forum: No one signed up.

The board's subcommittees met in small groups.

At 1:58pm President Bahan called the meeting to order.

President Bahan recognized Ms. Suzanne Schwertman for the clean audit MSD recently had.

A **MOTION** was made to approve the Agenda – **SECONDED – PASSED.**

A **MOTION** was made to approve the September 2012 Minutes– **SECONDED - PASSED.**

A **MOTION** was made to approve the September 2012 Closed Session Minutes– **SECONDED - PASSED.**

President's Report: President Bahan stated he was going to let the Education Committee report when it was time for committee reports since the committee met the other week at the Columbia Campus.

Vice President's Report: No report

Secretary's Report: No report

Treasurer's Report: Dr. Ertel stated that the Board is waiting on current information on the Board's current standings from the Foundation because the bank changed their website and there are issues. The bill for the retreat needs to be approved and since it is close to what the Board had anticipated, Dr. Ertel recommended the expense be approved. Dr. Ertel will contact the Foundation and ask that the bill be paid.

Superintendent's Report: The Superintendent asked to go into closed session in order to discuss confidential information regarding the budget.

At 2:08 p.m. a **MOTION** was made to go into Closed Session to discuss privileged executive information – **SECONDED – PASSED.**

MEMBERS PRESENT: Benjamin Bahan, Ph.D.; Sheryl B. Cooper, Ph.D.; John Ertel, Ph.D.; Shane Feldman, Ernest Hairston, Ph.D.; Roslyn Hannibal-Booker; Sandra Harriman; Robin Kittleman; David Martin; Cynthia Neese-Bailes, Ph.D.; Khadijat Rashid, Ph.D.; Joseph Smail, Ph.D., NCSP; Heather Zeolla

MEMBERS ABSENT: Laurie Corcoran; Ricardo Hernandez, Ph.D.; Angela McCaskill, Ph.D.

SUPERINTENDENT: James E. Tucker

ASSISTANT ATTORNEY GENERAL: Demetria Tobias, Esq.

RECORDING SECRETARY: Jennifer Lake

INTERPRETERS: Bobbie Quinn and Myra Foley

At 2:15 p.m. a **MOTION** was made to return to Open Session – **SECONDED – PASSED.**

Superintendent Tucker continued with his report stating that MSD's enrollment numbers are up and growing. He and Ms. Maryann Swann have been traveling to the different counties and meeting and building bridges with special education administrators.

The Hoy tournament will be held at MSD and at the McCurdy Field this April 19-20, 2013.

Executive Committee Report: No report

Education Committee Report: The Education Committee met on October 25th at the Columbia Campus with administrators from MSD and they presented a PowerPoint on their education plan, challenges, goals and the new curriculum. If anyone wants a copy of the PowerPoint presentation, please let us know. This afternoons meeting was a good follow-up discussion to that meeting. A discussion on whether or not an adhoc committee should be created was discussed. It was decided that the Board needs to define what their plan is and discuss that before deciding to create an adhoc committee. The board members agreed that they are interested in having discussions on a more regular basis. A discussion regarding what is in the by-laws and what is not in the by-laws concluded with the decision that the committees will

review the information regarding their committees before the next meeting and be prepared to propose any needed changes at the February meeting.

FM/FM Committee Report: Dr. Ertel made a **MOTION** to approve the payment of the Board's retreat-**SECONDED-APPROVED**.

Personnel Committee Report: Dr. Rashid stated that she met with Ms. Anny Currin and everything seems stable. MSD is still doing some hiring because of the increase in the number of students. Ms. Currin explained that MSD now has to go through the State to advertise open positions due to the implementation of a state funded program to centralize all open state agency positions.

Student Life Committee Report: Mr. Martin welcomed Dr. Smail as the newest member to the committee. Mr. Martin stated that Ms. Lori Bonheyo and Mr. Kevin Strachan did a great job with the tour of the Frederick Campus today. Overall the committee is satisfied with what the by-laws say, but Mr. Martin and Ms. Bonheyo will correspond regarding the changes the committee would like to make. The committee talked about bullying and Ms. Bonheyo gave a presentation on MSD's policies and procedures regarding bullying. The committee feels MSD is doing many great things. When the committee asked Ms. Bonheyo what the Board could do to support the school's efforts, Ms. Bonheyo stated that the blue bullying form should be included in the handbook along with instructions explaining the process to parents.

Trusteeship Committee: Ms. Harriman stated that she and Dr. Cooper met with Superintendent Tucker and they were later joined by President Bahan. The Board has a total of 19 seats and of those 19, 16 seats are filled so there are 3 vacancies. Several names that have come to the committee's attention were discussed and the committee recommends that 3 names be submitted to the Governor for consideration.

A **Motion** was made to send flowers or fruit to Ms. Brenda Kelly Frey in honor of her father William M. Kelly, who recently passed away. At the time of his death, he was the oldest living MSD alumnus-**SECONDED- APPROVED**.

Presentation on Student Achievement at MSD by Ms. Stacey Farone, Director of Student Achievement: Ms. Farone presented information to the Board on student achievement, see the attached PowerPoint presentation. Ms. Farone will present to the Board in February on the fall 2012 MAP data. She will provide an update and provide more specific information such as how many MSD families are bilingual at home, not just spoken English and ASL, and how many races are represented in the special needs departments. President Bahan stated that we see things in totality but it's good to see the disaggregated data so that we can see what is going on, so if we need to change things we can.

Dr. Ertel stated that one of the things the Board was asked to look at was having a mini-retreat, a day to come and combine a normal meeting with staying a little later to be available for parents to come and talk to the Board. The Board should discuss this at the next meeting. Dr. Rashid suggested the Board tour both campuses every 2 years.

A **MOTION** was made to adjourn the meeting at 3:42pm-**SECONDED-APPROVED**.

The Board evaluated itself upon the conclusion of the meeting and the scores ranged from 4 to 5.

The strengths that the Board expressed regarding the meeting were the benefits of touring the Frederick Campus and building a set time into the Board meeting for the committees to meet. The Board also expressed appreciation for flexibility with the schedule to accommodate for unexpected situations.

The Board did not express any weaknesses however several members expressed the need to spend more time discussing the ideas that were discussed at the retreat.

Respectfully,

Roslyn Hannibal-Booker