



**MARYLAND SCHOOL FOR THE DEAF
BOARD OF TRUSTEES
Meeting Minutes
September 12, 2014
Columbia Campus**

MEMBERS PRESENT: Benjamin Bahan, Ph.D.; Julie Bourne; Sheryl B. Cooper, Ph.D.; John Ertel, Ph.D.; Dennis Galvan, Ph.D.; Ernest Hairston, Ph.D.; Sandy Harriman; Ricardo Hernandez, Ph.D., Stephen Hlibok; David Martin; Debra Patkin, Esq.; Denise Perdue; Khadijat Rashid, Ph.D.; Jennifer Smart, Ph.D.

SUPERINTENDENT: James E. Tucker

RECORDING SECRETARY: Jennifer Lake

INTERPRETERS: Myra Foley and Brenda Kelly Frey

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Established 1868*

*Columbia Campus
Established 1973*



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President Martin called the meeting to order at 9:18am.

Ms. Schwertman thanked the Columbia Campus Maintenance crew for all of their hard work last winter. President Martin also remarked on the beauty of the campus and thanked the staff for making it so nice. Certificates were presented to Charles Bazzle, Mikael Lundquist and Luis Pages.

President Martin welcomed the new board members. Dr. Rashid shared that this would be her last meeting. Ms. Lake read Ms. Corcoran's letter of resignation. President Martin reminded members that it is a requirement to file a financial disclosure every year.

The Board broke out into committee meetings.

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

A MOTION was made to approve the May Open session minutes – **SECONDED – PASSED.**

A MOTION was made to approve the May closed session minutes as corrected – **SECONDED - PASSED.**

President's Report: President Martin stated that there will be four upcoming vacancies to fill. He shared that he spoke on opening day as a student, alumni, and teacher. He will invite the Foundation President to come and speak on the purpose of the Foundation. Mr. Keith Nolan, an MSD graduate was in the newspaper for his efforts to bring awareness to the issue of allowing deaf individuals to serve in the military.

Vice-President's Report: No report.

Secretary's Report: No report.

Treasurer's Report: Dr. Ertel shared that Ms. Schwertman briefed the committee this morning on the proposed FY16 Budget and that the Board has relatively little budget authority. The Board's money continues to be managed by the MSD Foundation.

There have not been many financial gains due to the state of the economy. Dr. Ertel will look into the BB&T account and report back to the Board on who is authorized to access it.

Superintendent's report: Superintendent Tucker shared that MSD was at a record enrollment at 514 and 10 more applications are pending. More alumni are coming back to work at MSD. The MSD budget is healthy and it is formula driven. MSD parallels the public schools so if the Governor gives the public schools an increase, MSD receives one too. Upcoming events are the MSDF golf tournament on Monday at Holly Hills and MSD will host the National Volleyball Tournament Oct 3-4th. MSD's Homecoming will be on Saturday, October 18th with kick off at 2pm. As the current President of CEASD, the organization is working on 2 main projects, HR 4040, the rewriting of IDEA to make it friendlier for Deaf children and the Child First Campaign. The Superintendent also shared the work that has been going on to try to save the Austine School for the Deaf.

President Martin thanked Dr. Rashid for her years of service.

Ms. Bourne asked about extra money for IT needs. Superintendent Tucker shared an overview of the IT Master Plan Draft.

Open Forum: Ms. Michelle Smith, President of the Columbia Campus PTCA, introduced herself and shared information with the Board concerning PTCA sponsored events and fundraisers.

President Martin will attend the February 2015 PTCA meeting as well as anyone else who is able to come.

Former board member, Dr. Joseph Smail stopped by to discuss his new position at the Columbia Campus. Present Martin thanked him for his time on the Board and for working now at Columbia.

Presentation of the FY16 Budget by Suzanne Schwertman, Chief Operating Officer: Ms. Schwertman presented a PowerPoint presentation to the Board. Ms. Schwertman explained the new Emergency Notification System. President Martin thanked Ms. Schwertman for managing the budget so well.

Executive Committee Report: No report.

Education Committee Report: Dr. Hairston reported that the committee met to discuss the graduation requirements. The committee agreed with all but a few of the recommended changes. A discussion took place and changes were made to the electronic file.

Fiscal Matters/Facilities Management Committee Report: Dr. Ertel reported that the committee recommends accepting the FY16 Budget as presented by Ms. Schwertman today.

Personnel Committee Report: Dr. Hernandez reported that as a state agency is required to have an up-to-date job description for the Superintendent and meet the required mid-

year and final evaluation every year going forward. It is no longer affordable to continue with paying an outside consultant to conduct a 360 degree evaluation. Perhaps a more current way, for example Survey Monkey could be used. This would allow the Board to reach out to staff, parents, legislators, outside professional organization, etc. to obtain feedback. Under new business we will discuss how to handle the midpoint evaluation and then tweak things if need be for the final evaluation.

Student Life Committee Report: President Martin reported the committee discussed changing the committee name to Student Affairs since it's just not the dorms that are covered. Ms. Bonheyo shared the new certification requirements for Student Life Counselors with the committee members. There has been a change in head lice policy to be on same page with public schools. The Committee recommends the Board approve the revised policy.

Trusteeship Committee Report: Dr. Cooper reported that there are 4 new members however 2 will not be renewing and 2 have just completed their allowed maximum of 2 terms. The Committee has 2 possible new members to recommend with a possible 3rd. Ms. Harriman will advertise through some leadership events and Ms. Bourne will talk to parents and alumni.

Old Business: No old business.

New Business:

1. Review of FY16 school budget: A **MOTION** to approve the FY16 budget as presented – **SECONDED - DISCUSSION** on parliamentary procedures - **APPROVED**.
2. Review of High School Graduation Requirements Proposal: A **MOTION** to approve as amended - **SECONDED - APPROVED**.
3. Review of Revisions to No Nit Policy: A **MOTION** to accept proposed revised head lice policy - **SECONDED - APPROVED**.
4. **Election of Vice-President:** Dr. Rashid nominated Ms. Julie Bourne for Vice-President, Ms. Bourne accepted the nomination. A vote was taken. Ms. Bourne was elected as Vice-President. For the first time in history both the President and Vice-President are MSD alumni.
5. **Annual Evaluation of Superintendent:** A **MOTION** to approve the process of using a web-based survey to evaluate the Superintendent for the midpoint and final evaluation – **SECONDED - APPROVED**. Dr. Hernandez will work with Ms. Currin to discuss the procedures.
6. **Change May Board Meeting Date:** May board meeting changed to Friday, May 8, 2015.
7. **Review of the By-Laws:** A **MOTION** was made that Dr. Ertel lead an ad hoc committee of 2 or 3 other members to work on the bylaws – **SECONDED -**

APPROVED. Anyone interested in serving on the ad hoc committee should contact Dr. Ertel.

A **Motion** was made to close New Business - **SECONDED – APPROVED.**

A **MOTION** was made to close the meeting at 2:56pm– **SECONDED - PASSED.**
Meeting adjourned.

Respectfully,

Roslyn Hannibal-Booker

The Board evaluated itself upon the conclusion of the meeting on a scale of 0 to 5 with 0 being bad and 5 being excellent. The scores ranged from 4 to 5.

The strengths that the Board expressed regarding the meeting were a well-run, efficient meeting; open discussion; and being prepared because materials are sent out for review before the meeting.

The weakness that the Board expressed regarding the meeting was the need to work a little bit at gathering everyone to start and then to reconvene after breaks.