
Maryland School for the Deaf Board of Trustees

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David Martin, President
Julie Bourne, Vice-President
Sheryl B. Cooper, Ph.D., Secretary
Dennis Galvan, Ph.D., Treasurer

Frederick Campus *Established 1868*
Columbia Campus *Established 1973*

November 18, 2016
Frederick Campus

MEMBERS PRESENT: Julie Bourne; Sheryl B. Cooper, Ph.D.; Robert Davila, Ph.D.; John Ertel, Ph.D.; Dennis Galvan, Ph.D.; David Martin; John Olumoya; Robert Padden, Debra Patkin, Esq.; Kirsten Poston, Tania Thomas-Presswood

SUPERINTENDENT: James E. Tucker

ASSISTANT ATTORNEY GENERAL:

RECORDING SECRETARY: Jenny Lake

INTERPRETERS: Myra Foley and Rachel E. Willard

President Martin called the meeting to order at 9:03 am and asked the Parent Representatives attending the meeting to introduce themselves.

The Board broke into their committees to meet.

The Board took a tour of the Frederick Campus.

Strategic Planning Information with Dr. Chris Horne, member of the Frederick County Public Schools Strategic Plan Steering Committee: President Martin introduced Dr. Chris Horne from Frederick County Public Schools (FCPS). Dr. Horne shared that the Strategic Planning done by FCPS is a way to guide FCPS as an organization to set goals and establish priorities. It offers flexibility and allows for change in order to meet the established goals or even adjust the goals if needed. Input from both the community and staff were collected when developing the Strategic Plan. The current Strategic Plan is a 5 year plan. FCPS worked with the District Management Council organization to help develop the Strategic plan.

Open Forum: No one signed up.

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

A **MOTION** was made to approve the September 2016 Minutes with amendment as noted – **SECONDED – PASSED.**

A discussion regarding the pro's and con's for both Strategic Planning and Accreditation took place.

Recognition of Frederick Campus Secretaries/Administrative Aides: Mr. Strachan, Frederick Campus Principal, thanked everyone for all of their hard work and invaluable support which keeps the school running and functioning. President Martin thanked everyone as well and handed each person their certificate while introducing them to the Board. In attendance were Donna Vogeler, Amy Pro, Michele Muszynski, Katelyn McDonald, Cheri Winings, Peter Badavas, Penelope Miller, Winnie Pryor, Sheryl Berrigan. Absent were Lisa Schwarzenberger, Kate Baker, Eren Boden and Gay Fout.

President Martin shared a summary from both town halls recently held in November. A consistent message from the town halls is the need to have more parent programs and reach out to the parents more. There was no parent representation at the Columbia Town Hall. It was suggested that future town halls be held on the same day as another event so that parents can attend both.

President Martin asked that two board members consider joining the Executive Committee as the committee is currently short 2 members.

The Board will pick dates for the committees to meet for 2 hours in between the quarterly meetings. Please see President Martin if you want to be on another committee.

A **MOTION** was made to go into closed session at 1:48pm on 11/18/2016 to discuss a letter sent to the Board by a person requesting removal from the PNG list. The Board would like to discuss the known information surrounding the individual and decide how best to respond to the letter–**SECONDED - PASSED**. All members present voted in favor to enter a closed session. Members present were David Martin, Julie Bourne, Sheryl Cooper, Dennis Galvan, Robert Davila, John Olumoya, Robert Padden, Debra Patkin, Denise Perdue, Kirsten Poston and Tania Thomas-Presswood. A closed session was required to protect the privacy or reputation of individuals concerning a matter that is not related to public business. The Board President will consult with the School’s attorney and compose a letter to be sent to the (affected party on the PNG list) requestor.

A **MOTION** was made to come out of closed session at 2:23 p.m. – **SECONDED – PASSED**.

President Report: No report.

Vice-President Report: Ms. Bourne shared that the gift for Jenny Lake has already been purchased and the gift for Suzanne Schwertman will be purchased this week.

Secretary Report: Dr. Cooper shared that from now on the minutes from the meetings will be sent out through a survey so that the minutes can be approved and posted sooner to the web-site since the Board meets only quarterly.

Treasurer’s Report: Dr. Galvan shared that the Board transferred some of its funds from its account managed by the Foundation to the BB&T account for ease of access when funds are needed. Dr. Galvan reminded everyone that he will need receipts in order to reimburse anyone for expenses. The receipts can be emailed to him.

Foundation Liaison: Absent Board members shared what they knew about the Foundation activities.

A **MOTION** was made to go into closed session at 2:38pm on 11/18/2016 to discuss recent questions regarding MSD facilities that is not public information at this time-**SECONDED-PASSED**. All members present voted in favor to enter a closed session. Members present were David Martin, Julie Bourne, Sheryl Cooper, Dennis Galvan, Robert Davila, John Olumoya, Robert Padden, Debra Patkin, Denise Perdue, Kirsten Poston and Tania Thomas-Presswood. A closed session was required to consider the acquisition of real property for a public purpose and matters directly related thereto. No action to be taken at this time. The situation will be monitored and dealt with as needed.

A **MOTION** was made to come out of closed session at 2:54 p.m. – **SECONDED – PASSED**.

Superintendent’s Report: The Superintendent will present a final plan to the Board at their February meeting regarding Accreditation and Strategic Planning. A discussion regarding next year’s calendar took place. Superintendent Tucker and Ms. Miller will meet with DBM and DGS regarding MSD’s 15 year Facilities Master Plan to get their feedback.

The Board would like someone from MSD’s Diversity and Inclusion Committee to come and provide the Board with an update. A **MOTION** was made to include one person from the board to be involved with the diversity and inclusion committee – **SECONDED – PASSED**. A **MOTION** was made to nominate Ms. Poston to be involved with the committee – Ms. Poston accepted the nomination – **SECONDED – PASSED**.

A **MOTION** was made to recognize that the Board received MSD’s 15 year Facilities Master Plan – **SECONDED – PASSED**.

Executive Committee: No report

Education Committee: Dr. Davila shared that the committee had a good meeting this morning.

FM/FM Committee: Dr. Galvan shared that there are several projects taking place at the Frederick Campus. The Barracks are undergoing work, there is a water main project beginning and the Mass Emergency Notification System will hopefully be completed early 2017.

Personnel Committee: Ms. Patkin shared that the committee is working on the Superintendent’s Evaluation. A survey will be sent out using Survey Monkey but will need to decide who to send the survey to. A discussion on the previous evaluation process took place. It was recommended to use the state contract to identify someone who can complete the evaluation and develop survey monkey for future use. Dr. Cooper suggested using Campus Labs instead of Survey Monkey because Campus Labs tabulates the results. The Executive Committee will follow up with the Personnel Committee.

Student Life Committee: President Martin shared that it was nice to see the parents come out in Frederick. Ms. Ortiz is working hard to make sure there are plenty of activities for the kids and families to be involved with.

Trusteeship Committee: Dr. Cooper shared that there are more seats to fill. There will be an orientation for new members in January. Tentative plans for a retreat this spring before the May meeting have begun. It was suggested that the 4 members who recently retired be honored at the May meeting.

A **MOTION** was made to update the By-laws to reflect that the Board is responsible for recognizing members when they retire – **SECONDED – DISCUSSION**–the Executive Committee will set up a By-laws Committee to add this to the Trusteeship Committee duties–**APPROVED.**

Old Business: None

New Business: Already occurred.

The meeting was adjourned at 4:03pm.

Respectfully,

Sheryl B. Cooper, Ph.D.

The Board evaluated itself on a scale of 0 to 5 with 0 being ineffective and 5 being effective. The scores ranged from 3 to 5.